



CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner - District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner - District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL MEETING AGENDA

VIRTUAL MEETING

May 24, 2021 at 6:00 p.m.

Citizen Access: [Stonecrest YouTube Live Channel](#)

- I. CALL TO ORDER:** George Turner, Mayor ProTem
- II. ROLL CALL:** Patricia Wheeler, Acting City Clerk
- III. INVOCATION**
- IV. PLEDGE OF ALLEGIANCE**
- V. APPROVAL OF THE AGENDA**
- VI. MINUTES:**
 - a. **Approval** of the January 11, 2021 – City Council Work Session Meeting Minutes
 - b. **Approval** of the January 25, 2021 – City Council Meeting Minutes
 - c. **Approval** of the January 28, 2021 – City Council Budget Retreat Minutes
 - d. **Approval** of the January 29, 2021 – Special Called Meeting Minutes
 - e. **Approval** of the February 5, 2021 – Special Called Meeting Minutes
 - f. **Approval** of the February 8, 2021 – City Council Work Session Meeting Minutes
 - g. **Approval** of the March 26, 2021 – Special Called Meeting Minutes
- VII. PRESENTATIONS:**
- VIII. PUBLIC COMMENTS**

(this meeting will be conducted virtually, the public comments received via email in advance of the meeting will be read into the minutes by the City Clerk)
- IX. PUBLIC HEARINGS:**

(since this meeting will be conducted virtually, only those public hearing comments received via email in advance of the meeting will be read by the City Clerk)

X. OLD BUSINESS:

- a. RZ 21-002 (3174 Miller Road)
- b. SLUP-21-002 (3174 Miller Road)
- c. SLUP-21-004 (3301 Corktree Trail)
- d. Modification to Standguard Aquatics Inc Agreement
- e. DMO Contract with Discover DeKalb

XI. NEW BUSINESS

- a. Procurement card audit acceptance and recommendations and amend the P-card policy
- b. Reopening plan for Parks and Recreation acceptance
- c. Update on issuance of special events permits and recommendations
- d. Urban Redevelopment Authority appointments, expirations, guidelines, and recommended chair
- e. Appointment of Zoning Board members with resolution
- f. Appointment of Planning Commission members with resolution
- g. Reconstitution of SPLOST Advisory Committee
- h. Reconstitution of Finance Committee
- i. Board of Construction Appeals
- j. Allowing for the Acting City Manager to serve beyond 90 days
- k. Professional audit services
- l. Invoices presented without contracts.
- m. Approval of Final Plat for Lakeview at Stonecrest, phase 3
- n. Parks and Recreation Georgia Kangaroos updated agreement
- o. Execution of checks and financial instruments

XII. EXECUTIVE SESSION:

*(when an executive session is required, one will be called for the following issues:
1) Personnel, 2) Litigation, 3) Real Estate)*

XIII. CITY MANAGER COMMENTS

XIV. CITY ATTORNEY COMMENTS

XV. MAYOR AND COUNCIL COMMENTS

XVI. ADJOURNMENT

Americans with Disabilities Act

The City of Stonecrest does not discriminate on the basis of disability in its programs, services, activities, and employment practices.

If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Patricia Wheeler, as soon as possible, preferably 2 days before the activity or event.



CITY OF STONECREST, GEORGIA

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Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL WORK SESSION

VIRTUAL MEETING MINUTES

January 11, 2021 at 6:00 p.m.

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: Mayor Pro Tem, George Turner

II. ROLL CALL: Megan Reid, City Clerk: All members present.

III. COUNCIL AGENDA ITEMS:

- Moratorium on Gas Stations** – Council Member Tammy Grimes requested Council to consider a Moratorium on Gas Stations for 120 days, until a final ordinance is reached that will benefit the City as it relates to applications for special use permits or building requests from gas stations. Further discussion followed and Council agreed to move item to 1/25 Council Meeting for 1st read of moratorium. CM Grimes and Attorney Hazard will send out latest draft.
- Muni-code Update – Ordinances to be incorporated into the code** – Mayor Pro Team George Turner informs he went to search Muni-code for ordinances and found that Muni-code stopped at 2018. He then searched the City website and found ordinances were removed. He suggests ordinances be incorporated to Muni-code as they are being removed from City website or put them back on website until they are incorporated to Muni-code. Further discussion followed. Ordinances are saved on electronic file managed by City Clerk, Megan Reid. Ordinances will be sent to Adrion Bell to post to City website and Muni-Code and should be up by Friday, 1/15. In the meantime, ordinances can be obtained via open record request to City Clerk with a response turnaround of 3 business days.
- Budget Adjustments for 2020 Budget** – Travis Sims provided a list of budget items to Council to be amended for the 2020 budget. He explained the major items were the purchase of the Sears building and the new City Hall building as well as the COVID relief money received. Council Member Jazzmin Cobble asked questions regarding several items on the budget amendment list, specifically as it related to the COVID relief money. There was never a budget in place for the COVID relief money to consider an amendment. It was decided to move this item to the Budget Retreat meeting.

Break for COVID Vaccination discussion by Dr. Elizabeth Ford introduced by Iris Settle

- Dr. Ford informed Council vaccines arrived on new years eve and that they have been tasked with creating a registration scheduling system for residents and they are filling slots based on number of vaccines on hand which is 500. She also explained process and history of virus in city.
- Purchasing Policy Discuaaion** – Council Member Jazzmin Cobble walked through a list of recommended edits from the purchasing policy to be considered. All members of Council tasked with reviewing edits to be added to next agenda for consideration of approval.

5. **2021 Budget and Retreat** – Mayor Pro Tem George Turner discussed coordination of retreat to include, dates and times as well as Council and City Staff availability. During the retreat there will be discussion to go over the amendments and reasons for adjustments to the 2021 budget. Mayor Pro Tem will work with Deputy City Manager this week to secure a date by end of this week, 1/15.
6. **Status Updates** –
 - a. **URA Monthly Report** – Travis Sims confirmed single annual payment in February and will provide a monthly report to City Council along with other monthly financial reports that go out to Mayor and Council in a packet. Reports are sent to A. Ferrell and Deputy City Manager to compile and send to Council. Council can expect to receive report within a week and a half.
 - b. **COVID Cares Relief Program** – Mayor Pro Tem inquired where City stands with disbursement and accountability of funds. Mr. Boone and Iris Steele explained how funds were being disbursed to churches and for profit businesses. Mr. Boone informed a report is underway for County, State and Federal accountability statements. Iris Steele touched on Stonecrest Cares program and how the City is leveraging the funds disbursed to Churches to assist and help the residents in the City affected by COVID. Council Discussed and will continue discussion in future meeting.
 - c. **Procurement Card Audit RFP** – Bid Selection to take place on Wednesday at 10am to go over all 11 proposals received. Recommendation at next work session to get item on Council meeting in March.
7. **Jacobs Contract 2021** – Rollover contract received with 2% increase for escalation. Wayne Wright explains escalation to Council Member Jazzmin Cobble. Travis Sims advises that he will amend 2021 budget to align contractual services percent with Jacobs contract. No action needed by Council. Discuss more at budget retreat.
8. **CID Committee for Stonecrest** – Council Member Jimmy Clanton discussed plans to incorporate a CID for the City of Stonecrest. Currently parts of Stonecrest are covered by the East Metro CID. The CID Committee is meeting to determine how to work along side East Metro CID in some capacity. 23 businesses have already expressed interest in a CID for Stonecrest. Discussion will continue at next work session.
9. **Departmental Reports** – Reports were sent to Council by Deputy City Manager for Council to review. No presentation available. Council discussed what they would like to see in monthly report.
10. **Added Item: Resolution in reference to protocol for ending virtual meetings** – Council Member Tammy Grimes is in support of this item so that there is no confusion during this time of COVID. She is satisfied with draft from Lawyer Denmark. Council will consider to add to agenda for action.

IV. ADJOURNMENT

Mayor Pro Tem - George Turner adjourned meeting.



CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL MEETING AGENDA

VIRTUAL MEETING

January 25, 2021

7:00 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor-Pro Tem George Turner

Made an announcement that the meeting would begin at 7pm this evening due to the way the agenda was advertised. In the future all meetings will begin at 6:00pm.

At 7pm Mayor Pro Tem asked City Clerk Megan Reid to begin call roll.

Mayor Jason Lary entered the meeting and then proceeded to ask City Clerk Megan Reid to continue with the roll call.

There was some question as to if the Mayor could chair the meeting since he was excused until March. City Attorney Winston Denmark opined that the Mayor could in fact chair the meeting and Council could modify the leave of absence.

The Mayor thanked Mayor Pro Tem George Turner for standing in for him while he was absent.

II. ROLL CALL: Megan Reid, City Clerk

All members present.

Motion 1- was made by Council Member George Turner to rescind the Mayor's excused absence for medical leave and was seconded by Council Member Rob Turner.

Motion passed 5-0-1 with the Mayor abstaining.

III. INVOCATION – Invocation led by Council Member Rob Turner

IV. PLEDGE OF ALLEGIANCE

V. MINUTES:

- a. Approval of the November 2, 2020 Budget Approval Minutes
- b. Approval of the December 14, 2020 City Council Meeting Minutes
- c. Approval of the December 28, 2020 City Council Meeting Minutes

Motion 2 – was made by Council Member Jazzmin Cobb to defer the minutes from a, b and c until the next City Council meeting. Seconded by Council Member Rob Turner.

Motion passed unanimously.

VI. PRESENTATIONS:

VII. APPOINTMENTS:

VIII. PUBLIC COMMENTS

(this meeting will be conducted virtually, the public comments received via email in advance of the meeting will be read into the minutes by the City Clerk)

Rogers Crossing HOA

Brian Caswell

Melanie Cox

Aretha Jackson

IX. PUBLIC HEARINGS:

- a. **RZ-20-007 (5099 Brownsmill Road)** - The applicant is requesting to rezone 15.0 acres to MU-1 (Mixed-Use) Zoning District for a mixed use development
Presented by Chris Wheeler

Motion 3 – Made by Council Member Rob Turner to open public hearing for RZ-20-007 (5099 Brownsmill Road). Seconded by Council Member George Turner.

Motion passed unanimously.

Comments being read by Chris Wheeler and Megan Reid.

Motion 4 – Made by Council Member George Turner to close Public Hearing for RZ-20-007 (5099 Brownsmill Road). Seconded by Council Member Rob Turner.

Motion passed unanimously.

Motion 5 – Made by Council Member George Turner moves for a full cycle deferral for RZ-20-007 (5099 Brownsmill Road). Seconded by Council Member Jazzmin Cobble.

Motion passed unanimously.

Chris Wheeler – Staff suggests to move item to February 2nd Planning Commission meeting.

Mayor called seconded and for further discussion. Saw none.

Unanimous agreement.

- b. SLUP-20-007 & SLUP-20-008 (5961 Chupp Way) - Requesting Special Land Use Permit for the development of convenience store with accessory fuel pumps and alcohol outlet.

Motion 6 – Made by Council Member Tammy Grimes to open Public Hearing for SLUP-20-007 & SLUP-20-008 (5961 Chupp Way). Seconded by Council Member Rob Turner.

Motion passed unanimously.

Public Comments read by Megan Reid, City Clerk.

Motion 7 – Made by Council Member Tammy Grimes to close Public Hearing for SLUP-20-007 & SLUP-20-008 (5961 Chupp Way). Seconded by Council Member Rob Turner.

Motion passed unanimously.

- c. **Motion 8** – Made by Council Member Jazzmin Cobble to deny Request for Special Land Use Permit for the development of convenience store with accessory fuel pumps and alcohol outlet. Seconded by Council Member Tammy Grimes.

No Discussion.

Motion 3-3 – Move for denial is not approved.

Motion 9 – Made by Council Member George Turner to move for deferral to March 2nd. Seconded by Council Member Jimmy Clanton.

Motion passed 5-1.

- d. SLUP-21-001 (7300 Stonecrest Concourse) - Requesting Special Land Use Permit to operate as a late-night establishment

Motion 10 – Made by Council Member Jimmy Clanton to open Public Hearing for SLUP-21-001 (7300 Stonecrest Concourse). Seconded by Mayor Jason Lary.

Motion passed unanimously.

Applicant is requesting deferral.

Motion 11 – Made by Council Member Jimmy Clanton to close Public Hearing for SLUP-21-001 (7300 Stonecrest Concourse). Seconded by Mayor Jason Lary.

Motion passed unanimously.

Motion 12 – Made by Council Member Jimmy Clanton to defer applicant SLUP-21-001 (7300 Stonecrest Concourse) to February 2nd meeting. Seconded by Council Member Rob Turner.

Motion passed unanimously.

- e. RZ-21-001 & SLUP-21-001 (3174 Miller Road) - Requesting to rezoned to RSM (Small Lot Residential Mix) and Special Land Use Permit to operate a Child Day Care Center

Motion 13 – Made by Council Member Rob Turner to open Public Hearing for RZ-21-001 & SLUP-21-001 (3174 Miller Road). Seconded by Council Member George Turner.

Motion passed unanimously.

Applicant is requesting deferral until February 2nd planning meeting.

Motion 14 – Made by Council Member Rob Turner to close Public Hearing for RZ-21-001 & SLUP-21-001 (3174 Miller Road). Seconded by Council Member George Turner.

Motion passed unanimously.

Motion 15 – Made by Council Member Rob Turner to defer applicant RZ-21-001 & SLUP-21-001 to February 2nd planning meeting. Seconded by Council Member George Turner.

Motion passed unanimously.

(since this meeting will be conducted virtually, only those public hearing comments received via email in advance of the meeting will be read by the City Clerk)

X. OLD BUSINESS:

a. TMOD-20-002 – Sign Ordinance – Free Standing Sign

This is the 2nd read of ordinance. Public Hearing already held.

Motion 16 – Made by Mayor Jason Lary to approve TMOD-20-002 – Sign Ordinance – Free Standing Sign. Seconded by Council Member Jimmy Clanton.

No Discussion.

Motion passed 6-0.

XI. NEW BUSINESS:

- a. RZ-20-007 (5099 Brownsmill Road) - The applicant is requesting to rezone 15.0 acres to MU-1 (Mixed-Use) Zoning District for a mixed use development
Full Cycle Deferral-Voted after Public Hearing
- b. SLUP-20-007 & SLUP-20-008 (5961 Chupp Way) - Requesting Special Land Use Permit for the development of convenience store with accessory fuel pumps and alcohol outlet.
Full Cycle Deferral- Voted after Public Hearing
- c. SLUP-21-001 (7300 Stonecrest Concourse) - Requesting Special Land Use Permit to operate as a late-night establishment
March 2, 2021 Deferral- Voted after Public Hearing
- d. RZ-21-001 & SLUP-21-001 (3174 Miller Road) - Requesting to rezoned to RSM (Small Lot Residential Mix) and Special Land Use Permit to operate a Child Day Care Center

February 2, 2021 Deferral- Voted after Public Hearing

e. Gas Station Moratorium

XII. EXECUTIVE SESSION:

None.

XIII. CITY MANAGER COMMENTS

XIV. CITY ATTORNEY COMMENTS

None.

XV. MAYOR AND COUNCIL COMMENTS

Council Member jimmy Clanton – provided encouragement to citizens and Council for everyone to work together and continue moving forward.

Council Member Rob Tuner – Please stay within guidelines of CDC as it relates to COVID. Continue to pray and believe. Also get vaccine.

Council Member Jazzmin Cobble – Thanks everyone for their well wishes, condolences and support during her family’s time of loss and sickness. Provided information for how residents can get involved with committees within the City.

Council Member George Turner – Announced he received COVID shot at Stonecrest. Encourages everyone to keep trying to get their appointment for vaccination. Take this epidemic very seriously.

Council Member Tammy Grimes. Happy New Year to all of Stonecrest residents. So appreciative of district 5 and how involved they are. Stay engaged. Ask Stonecrest to keep educators in prayers.

Mayor Jason Lary. Thanks everyone for well wishes. Tremendous special thanks to best pal and longtime friend Plez Joyner. He says he is the epitome and best of Stonecrest. Thanks Iris Settle for a great job within the City. Shoutout to Clarence Boone and his team for handling COVID relief funds. Thanked a host of others.

XVI. ADJOURNMENT



City of Stonecrest, Georgia

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

BUDGET RETREAT MEETING MINUTES

VIRTUAL MEETING

January 28, 2021

6:00 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor Jason Lary

II. COUNCIL AGENDA ITEMS

1. 2020 Budget Amendment

- a. **Add a budget for COVID Fund** – Travis Sims stated that an offsetting entry was needed in COVID fund in order to transfer money to general fund, to cover a roughly 46k expense. Expenses were recorded in general fund prior to COVID money being received. Open discussion followed.

2. 2021 Budget Discussion

- a. **FY21 Budget Approval Letter** - Plez Joyner, Deputy City Manager read aloud the FY21 Budget Approval Letter. Open discussion followed.
- b. **Expenditures** – Plez Joyner, Deputy City Manager presented document to Mayor and Council. Open discussion followed.
- c. **Mayor and Council Budget** - Council Member Jazzmin Cobble proposed hiring 2 full-time and 1 part-time worker to cover constituent services for the Council. Discussion to increase salary for full-time position from 35k to 40k. Mayor suggested 1 full-time position to assist Council. Further discussion followed.
- d. **Expenditures Continued** – Council continued discussion on expenditures for FY21 per line item, with Plez Joyner and Travis Sims making changes where appropriate.

3. **Mayor and Council Retreat** – Mayor Jason Lary would like to have a Mayor and Council Retreat. Janice Jackson provided suggestions for ways to make Retreat more impactful and beneficial for everyone. Date set for February 27 at

9:30am (tentative) for a full day. There was some confusion around goal of Retreat. Clarity given and Retreat will be focused on collective goals of Mayor and Council, along with roles, responsibilities and expectations so that everyone can get on the same page in order to make aligned decisions as a whole moving forward.

III. ADJOURNMENT

Americans with Disabilities Act

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Council Member Jazzmin Cobble – District 3

Mayor Pro Tem George Turner- District 4

Council Member Tammy Grimes – District 5

SPECIAL CALLED MEETING AGENDA

VIRTUAL MEETING

January 29, 2021

7:00 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor Jason Lary

II. ROLL CALL: Megan Reid, City Clerk – All members present.

Mayor Jason Lary ended meeting due to internal challenges with Council.

III. Agenda Items:

IV. ADJOURNMENT

Motion – made by Mayor Jason Lary.

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CITY OF STONECREST, GEORGIA

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Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Mayor Pro Tem George Turner- District 4

Council Member Tammy Grimes – District 5

SPECIAL CALLED MEETING AGENDA

VIRTUAL MEETING

February 5, 2021

7:00 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor Jason Lary

II. ROLL CALL: No Quorum

Mayor Jason Lary ended meeting due to no quorum.

III. Agenda Items:

IV. ADJOURNMENT

Motion - made by Mayor Jason Lary.

.



CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

CITY COUNCIL WORK SESSION

VIRTUAL MEETING MINUTES

February 8, 2021 at 6:00 p.m.

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: Mayor Jason Lary

II. ROLL CALL: Megan Reid, City Clerk: All members present.

III. COUNCIL AGENDA ITEMS:

- COVID CARES Act Relief Fund Report** – Plez Joyner, Deputy City Manager went over the City of Stonecrest COVID-19 Cares Act Plan in full detail and shared plan virtually with the Mayor and Council. Final numbers are underway. Stonecrest COVID CARES Small Business Program – Plez Joyner shared presentation with Mayor and Council. A flow chart was included in the presentation to give a visual of the intake and selection process for applicants through partnerships with other businesses. Qualifications and elimination process was shared by Clarence Boone. 446 applications received, 138 awarded. Further discussion followed.
- Stonecrest Convention & Visitors Bureau** – After much discussion, Mayor Jason Lary informed that he would get with Clarence Boone and Attorney Denmark to create recommendations for DMOs and proposed structuring of Stonecrest Convention & Visitors Bureau for Council consideration. DMO needed ASAP.
- Announcement of Procurement Manager** – Mayor Jason Lary is pleased to announce Jacobs has hired Gia Scruggs as the City of Stonecrest Procurement Manager. Gia Scruggs made a formal introduction.
- Announcement of (interim) City Manager** – Mayor Jason Lary announces he will present several candidates with regards to either interim or permanent City Manager for Council to consider on our next City Council meeting February 22nd.
- Establishing a Tree Bank** – Chris Wheeler to submit policies and recommendations for potential tree bank and will work with City Attorney Denmark on legal side of recommendation. He will also work with Ken and Mr. Reed. Chris informs no definitive action until Council reads through what Staff has given. Will pursue an action next month.
- Baldwin Park – Final Plat Discussion** – Chris Wheeler informed final plat has gone through review process of staff and Dekalb County GIS and is ready to be approved by Council. It has gone through public comment section and staff will create recommendation for Council to approve later this month.
- Housing Study** – Chris Wheeler informed one of the work programs in the comprehensive plan asks for the City to conduct a housing study for housing affordability. Staff would like direction from Council on what type of housing study would the City like to conduct. Staff has done research and found the ARC has already done a housing assessment of the metro area. Chris estimates study will cost approximately 20k but he is still working on the numbers and will have something by end of month. Will have numbers to

share with Mayor and Council soon. Council Member George Turner requests a simple breakdown of plan in addition too expanded version. Mayor Jason Lary is in support of the study.

8. **Planning Commision Stipends** – Mayor Jason Lary would like Council to consider \$75 stipend each per person per month for Planning Commission members.
9. **Stonecrest Development Authority** – Mayor Jason Lary announced several members appointments have expired and he will reconvene with Council Members Tammy Grimes, Jimmy Clanton and George Turner in the next several days to decide on new appointed members. Council Member Jazzmin Cobble informed appointed for member in her district also expired. Mayor Jason Lary plans to reappoint member in district 3. Attorney Denmark will work along side Attorney McCray to create IGA agreement
10. **Announcement** – Clarence Boone announced an invitation for Mayor and Council and Attorney Denmark to attend a private Hard Hat Tour on the 11th of the month. The new new entity is the old Target and has been redeveloped. It will launch by end of April and Clarence Boon will leave it to developer to make formal announcement. Also, Stonecrest has been recognized by international developers and featured in magazine with 2 spreads.
11. **Continuation of 2021 Budget Review** – A date will be set by Council for agenda item “to be determined.”

IV. ADJOURNMENT

Mayor Pro Tem George Turner adjourned meeting. All members agreed.



CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Tammy Grimes – District 5

SPECIAL CALLED CITY COUNCIL MEETING AGENDA

VIRTUAL MEETING

March 26, 2021

7:00 p.m.

Citizen Access: Stonecrest YouTube Live Channel

I. CALL TO ORDER: Mayor Pro Tem George Turner

II. ROLL CALL: Sonya Isom, City Clerk

Quorum in attendance:

Council Member Rob Turner

Council Member Jazzmin Cobble

Council Member George Turner

Council Member Tammy Grimes

Agenda Items

- a) Council Member Jazzmin Cobble made an announcement that the purpose of a special called meeting is for the approval of Contract Amendment to Jacobs Engineering contract. Previous meeting had requested Attorney Denmark to work with representatives from Jacobs to amend the language on section 1.2 for the definition of the city representatives. The two parties agree on the language and are here to approve that amendment. Council Member Jazzmin Cobble made the motion to approve, seconded by Council Member Rob Turner. Motion carries 4 to 0.
- b) Council Member Jazzmin Cobble announced that the second item on the agenda was to approve proposal of personnel reassignment from Jacobs Engineering. Council member Jazzmin Cobble made the motion to approve and seconded by Council Member Tammy Grimes. Motion carries 4 to 0.

III. ADJOURNMENT



CITY COUNCIL AGENDA ITEM

SUBJECT: Zoning Petition RZ-21-002 (3174 Miller Road)

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/18/2021 Work Section: Council Meeting: 05/24/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a **Zoning Petition RZ-21-002** application to rezone the parcel to RSM (Small Lot Residential Mix) District.

HISTORY: The property is an existing facility and is zoned R-100 (Medium Lot Residential) District. The case was originally heard in combination with SLUP-21-002 to operate a childcare facility (more than 5 children) by the Planning Commission on February 2, 2021, and then by the City Council on March 22, 2021 and April 26, 2021. In response to the City Council's decision to defer the case at the April 26th meeting to allow further study of the facts and issues of the case, Mayor Pro Tem George Turner and Councilmember Rob Turner, along with Jim Summerbell, Planning & Zoning Director, held a Zoom call with the applicant on May 5th. The findings of that call are included in the Facts and Issues summarized below. To deal appropriately with the separate issues of rezoning and the potential issuance of the related SLUP-21-002 the two cases are being presented separately.

FACTS AND ISSUES: The subject property had been used as school, the Wilson Academy, a legal but non-conforming use under the Stonecrest Zoning Ordinance, but as it has not been in operation in recent years, its grandfathered status has expired. The current applicant who would be renting the property from the owner, Wilson Academy Incorporated, would like to use the site as Child Day Facility (more than 5 children), which is not allowed under the current zoning of R-100. The applicant is first requesting a rezoning to RSM (Small Lot Residential Mix) District, which allows Child Care Facilities with a Special Land Use Permit.

OPTIONS: Approve; Deny; or Approve with conditions

RECOMMENDATED ACTION: The Planning Commission recommended unanimously the Approval to operate a child day care center at the March 2nd meeting. Staff is recommending Approval for the rezoning to RSM with conditions to limit the future use of the property to those uses permitted in R-100 by right and those uses allowed under RSM by Special Use Permit upon approval of such a SLUP by City Council.

ATTACHMENTS:

- # 1 05/24/21 Staff Report
- # 2 04/26/21 Staff Report
- # 3 02/02/21 Zoning Petition RZ-21-002/Special Land Use Petition SLUP-21-002 Application
- # 4 02/02/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-002

Mayor and City Council Meeting May 24, 2021

GENERAL INFORMATION

Petition Number:	RZ-21-002
Applicant:	Alphabet Daycare c/o Shanteria Vaughn
Owner:	Wilson Academy Incorporated
Project Location:	3174 Miller Rd
District:	District 4
Acreage:	1.66 acres
Existing Zoning:	R-100 (Residential Med Lot) District
Proposed Zoning:	RSM (Small Lot Residential Mix) District
Comprehensive Plan Community: Area Designation	Urban Neighborhood
Proposed Development/Request:	The applicant is requesting to rezone the subject properties from R-100 to RSM (Small Lot Residential Mix) District and Special Land Use permit to operate a Child Day Care Center.
Planning Commission:	Approval (Note that PC conditions recommended for this rezoning and its companion SLUP, SLUP-21-002 only related to the SLUP not this rezoning)

Staff Recommendations:

Based on further review, the staff recommends **APPROVAL of RZ-21-002 with the condition** that use of the property be limited to those uses permitted in R-100 Single Family (Medium Lot Residential) by right and those uses allowed under RSM by Special Land Use Permit (SLUP) upon approval of such a SLUP by City Council.



CITY COUNCIL AGENDA ITEM

SUBJECT: Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002
(3174 Miller Road) – Request Approval

ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 04/20/2021 Work Section: Council Meeting: 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 application to operate a child day care center.

HISTORY: The property is an existing facility and is zoned R-100 (Medium Lot Residential) District.

FACTS AND ISSUES: This item was heard at the 02/02/21 Planning Commission Meeting. The applicant requested a Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 to operate a child day care center. The Planning Commission recommend approval of the application. The petition was heard at the March 22nd City Council meeting.

OPTIONS: Approve; Deny; or make Alterative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously the Approval to operate a child day care center at the March 2nd meeting.

ATTACHMENTS:

- # 1 04/26/21 Staff Report
- # 2 02/02/21 Staff Report
- # 3 02/02/21 Zoning Petition RZ-21-002/Special Land Use Petition SLUP-21-002 Application
- # 4 02/02/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Mayor and City Council Meeting April 26, 2021

GENERAL INFORMATION

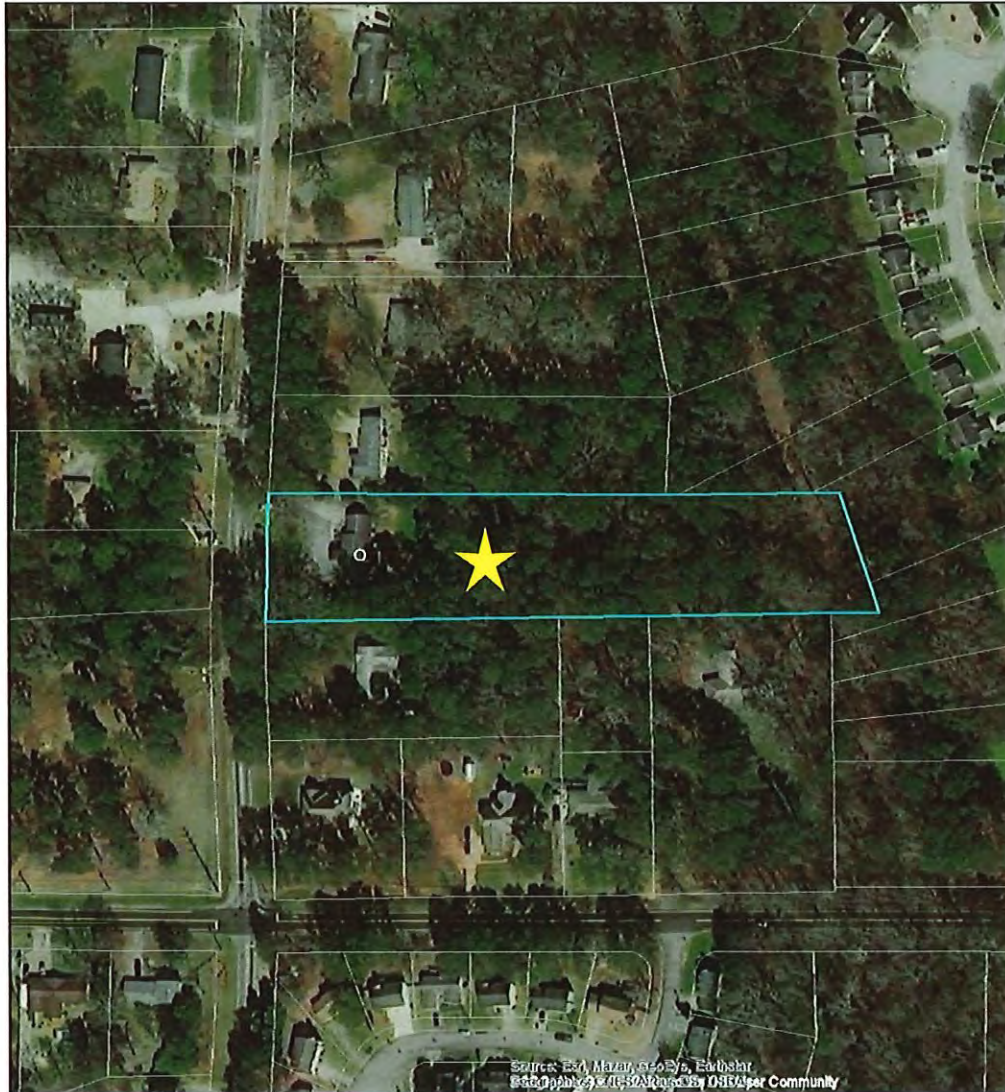
Petition Number:	RZ-21-002 / SLUP-21-002
Applicant:	Alphabet Daycare c/o Shanteria Vaughn
Owner:	Wilson Academy Incorporated
Project Location:	3174 Miller Rd
District:	District 4
Acreage:	1.66 acres
Existing Zoning:	R-100 (Residential Med Lot) District
Proposed Zoning:	RSM (Small Lot Residential Mix) District
Comprehensive Plan Community: Area Designation	Urban Neighborhood
Proposed Development/Request:	The applicant is requesting to rezone the subject properties from R-100 to RSM (Small Lot Residential Mix) District and Special Land Use permit to operate a Child Day Care Center.
Staff Recommendations:	Approval with conditions
Planning Commission:	Approval with conditions



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Aerial Map



ZONING CASE: **RZ-21-001/SLUP-21-002**

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Zoning Map



ZONING CASE: RZ-21-001/SLUP-21-002

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

PROJECT OVERVIEW

Location

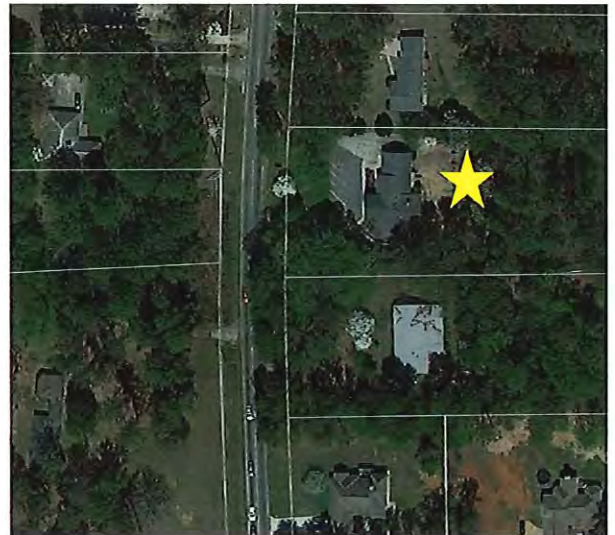
The subject property is located at 3174 Miller Road. The property is approximately 378 feet north of Miller Road and Thompson Mill Rd intersection.

The property is bounded by Miller Road to the west and single family homes to the north, south and east. Woodgrove residential subdivision is located to the east.

Background

Currently, the property has kept its original zoning classification of R-100 under Stonecrest Zoning Ordinance. The subject property was previously used for the Wilson Academy. The Wilson Academy is a private school for K-12 school aged children.

The property has an existing detached single-family home located on the property. The topography of the property is characterized as being even throughout.





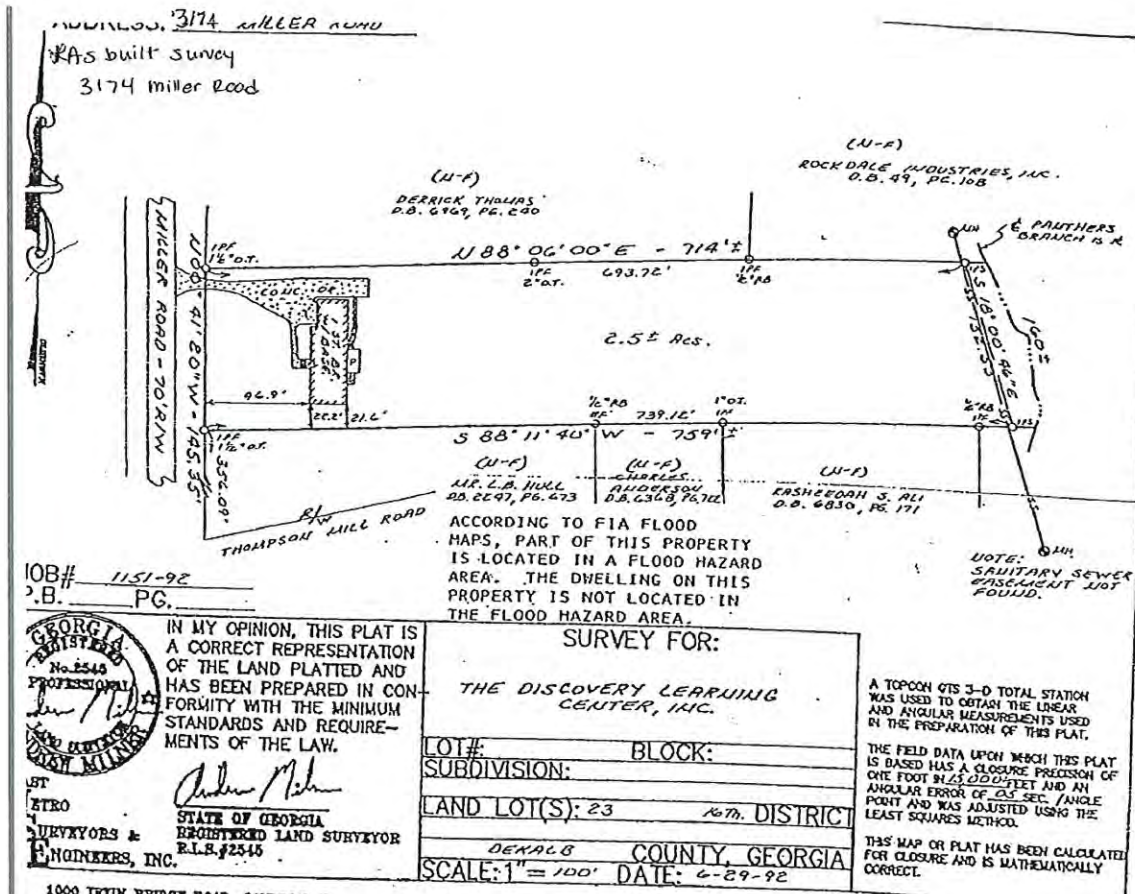
PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Rezoning Request

The applicant is requesting to rezone the subject property from R-100 to RSM (Small Lot Residential Mix) District to operate a child daycare center. The daycare center will run out of the existing 5,000 square foot building. The applicant has submitted a second application (SLUP) for the permit to use the daycare. The applicant intends to supervise children ages infant to ten (10) years old.

Conceptual Site Plan





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Proposed Elevations





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002



Public Participation

Property owners within 500 feet of subject property were mailed notices of the proposed rezoning in January. The community meeting was held on December 21st 2020, at 7:00 pm via zoom.com. Several residents show up at the community meeting regarding the rezoning application and special land use permit application. There were several concerns from residents regarding the homeless residing in the vacant building. Many residents express a desire for a business to start operating on the property.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STANDARDS OF REZONING REVIEW

Section 7.3.4 of the Stonecrest Zoning Ordinance list eight factors to be considered in a technical review of a zoning case completed by the Community Development Department and Planning Commission. Each element is listed with staff analysis.

- **Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property or properties.**

As shown in the table below, the subject property is surrounded by low density housing. * Please see the map below table

Adjacent & Surrounding Properties	Zoning (Petition Number)	Land Use	Density Non-Residential (SF/Acre) Residential (Units/Acre)
Applicant	Proposed: RSM	Educational	5,000 SF/Acre
Adjacent: North	R-100 (Residential Med Lot) District	Residential (Detached Single Family Home)	1.0 unit/acre
Adjacent: West	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a
Adjacent: East	R-75 (Residential Med Lot) District	Residential (Parks of Stonecrest)	4-8 units/acre
Adjacent: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	1.0 units/acre
Nearby: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a

The proposed change in zoning would permit a use that would be suitable in view and development of the nearby properties. The RSM Zoning classification would allow operation of a daycare, which would be similar to the previous use.

- **Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The subject property is located within the Urban Neighborhood character area of the Stonecrest Comprehensive Plan. The character area intends to limit small-scale goods and services to meet the needs of the surrounding residents.

The proposed zoning is in an area transitioning from low-density housing to medium density housing. The current character of the area shows many of the surrounding properties to be single-family detached. The proposed zoning change and development of institutional use would be in keeping with the policy and intent of the comp plan.

- **Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

The property is currently zoned R-100, which permits the development of detached single-family home development with a minimum lot size of 15,000 square feet. The property does have reasonable economic use as currently zoned. The property sits along Miller Road, which is a collector road in a suburban neighborhood.

- **Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property or properties.**

The proposed zoning proposal is not anticipated to have a negative impact on the existing use or usability of adjacent or nearby properties. Staff believes the suggested zoning for a daycare would complement the area by allowing the surrounding residential development access to small scale goods and services.

- **Whether there are other existing or changing conditions affecting the use and development of the property, which gives supporting grounds for either approval or disapproval of the zoning proposal.**

There are no changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal. There are existing conditions that would provide supporting grounds for approval of the zoning change as the property was previous use for a private school.

- **Whether the zoning proposal will adversely affect historic buildings, sites, districts, or archaeological resources.**

There are currently no historic buildings, sites, districts, or archaeological resources on the subject property.

- **Whether the zoning proposal will result in a use that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.**

Access to the property will be Miller Road, which is a collector road that staff believes would have the traffic capacity to handle the volume of traffic generated by the zoning change. The zoning proposal will not cause an excessive or burdensome on utilities as Dekalb County states the property has the sewer capacity for the intended use. The proposed use will not have harmful or oppressive use of schools.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

- Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

The zoning proposal will not adversely impact the environment or surrounding natural resources.

**The applicant submitted special land use permit application in support of the request zoning change for a specific use.*

CRITERIA OF REVIEW

Section 7.4.6 of the Stonecrest Zoning Ordinance list twenty factors to be considered in a technical review of a special land use permit completed by the Community Development Department and Planning Commission. Each criterion is listed with staff analysis.

- A. Adequacy of the size of the site for the use contemplated and whether or not the adequate land area is available for the proposed use including the provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.**

The approximately 5,000 square foot residence on 3 acres is adequate for the operation of a child daycare facility.

- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.**

The proposed daycare is compatible with the adjacent properties and land use with other surrounding uses.

- C. Adequacy of public services, public facilities, and utilities to serve the proposed use.**

There are adequate public services, public facilities, and utilities to sever the proposed use.

- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area.**

Miller Road classified as minor arterial, and the Planning Staff believes little or no impact on the public streets or traffic in the area.

- E. Whether existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use.**

The existing land use located along the access routes to the site would not be adversely affected by the character of the vehicles of the volume traffic generated by the proposed use. Miller Road is a minor arterial road that is designed to handle the proposed use.

- F. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of a fire or another emergency.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The existing subject property can be accessed by vehicles via an existing curb cut with a driveway on Miller Road. Emergency vehicles can access the site from the existing driveway.

G. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.

The proposed use will not create any adverse impact on the adjoining land use by reason of noise, smoke, odor, dust or vibration generated by the proposed use.

H. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

Staff believes the proposed use would not have adversely affected the adjoining land use because of the hours of operation.

I. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.

Staff believes the nature of the proposed use would not have adversely affected the adjoining property located to the north, south, or east of the subject property.

J. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located.

The proposed use is otherwise consistent with the zoning district classification requirement in which the use is proposed to be located.

K. Whether the proposed use is consistent with the policies of the comprehensive plan.

The proposed use is consistent with the policies of the comprehensive plan. Staff believes a child daycare is the intended small-scale convenience goods or services meant for the area.

L. Whether the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.

The proposed use does not require buffer or transitional buffers by the zoning district

M. Whether there is adequate provision of refuse and service areas.

An adequate refuse and service area will be provided by the applicant.

N. Whether the length of time for which the special land use permit is granted should be limited in duration.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Staff believes there is not a compelling reason to limit the special land use duration as the applicant.

- O. Whether the size, scale, and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale, and massing of adjacent and nearby lots and buildings.**

The existing building has the appropriate structure, which is consistent in size, scale, and massing with adjacent and surrounding buildings in the area.

- P. Whether the proposed use will adversely affect historic buildings, sites, districts, or archaeological resources.**

This use will not adversely affect any historic buildings, sites, districts, or archaeological resources.

- Q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permits.**

The proposed use submitted site plan submitted to staff has met all the requirements within the supplemental regulation Sec 4.2.19 set forth by the zoning ordinance.

- R. Whether the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.**

The proposed development would not exceed the height of nearby residential structures. The existing building would be similar to the height abutting the property. There will be no negative shadow impact on any adjoining lot.

- S. Whether the proposed use would be consistent with the needs of the neighborhood or the community as a whole, be compatible with the neighborhood, and would not be in conflict with the overall objective of the comprehensive plan.**

The proposed child daycare would be consistent with the neighborhood's needs or the community and would not conflict with the comprehensive plan's overall objective.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STAFF RECOMMENDATION

Based on further review, it appears the applicant meets all the criteria for approval. Therefore, staff recommends **APPROVAL** of **RZ-21-002** and **SLUP-21-002** the following conditions:

1. Access shall be limited to the existing curb cut off Miller Rd.
2. All refuse containers shall be screened from public view except during pick up.
3. The applicants shall secure the necessary certification by the State of Georgia, and the license of business required building permits and certificates of occupancy from the city of Stonecrest.
4. The Special Land Use Permit shall be issued to Shanteri Vaughn (operator) to operate a Child Day Care Center and shall not be transferable.



Special Land Use Permit Application

Applicant Information	Name: <u>Shanteria Vaughn</u>		
	Address: <u>5259 Winding Glen Drive</u>		<u>Lithonia, GA 30038</u>
	Phone: <u>404-918-0457</u>	Fax: <u>N/A</u>	Email: <u>alphaKidsca@gmail.com</u>
	Owner's Name: <u>Byron Wilson</u>		
	Owner's Address: <u>374 Miller Rd. Lithonia, GA. 30038</u>		
Owner Information	Phone: <u>678-615-3436</u>	Fax: <u>678-615-3503</u>	Email: <u>VShanteria@yahoo.com</u>
	Property Address: <u>3174 Miller Road</u>		Acreage: <u>5</u> 3 acres
	Parcel ID: <u>1602302031</u>		
	Current Zoning Classification: <u>R-100</u>		
	Proposed Use of Property: <u>Childcare Center / Facility</u>		
Property Information	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? <input type="radio"/> Yes <input checked="" type="radio"/> No		
	Property Information: <u>The property has obtained its status as a prestigious learning center / academy for 20 plus years.</u>		
	<u>- Spacious - two levels 5,000 sf. on 3 acres</u>		
	To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.		
	Affidavit		
Notary	Applicant's Name: <u>Shanteria Vaughn</u>		
	Applicant's Signature: <u>Shanteria Vaughn</u>		Date: <u>11/4/20</u>
	Sworn to and subscribed before me this <u>4th</u> Day of <u>Nov</u> 20 <u>20</u>		
	Notary Public: <u>Takeila Jackson</u>		
	Signature: <u>Takeila Jackson</u>		
My Commission Expires: <u>12-13-2023</u>			
<input type="checkbox"/> Application Fee <input type="checkbox"/> Sign Fee <input type="checkbox"/> Legal Fee			
Fee: \$		Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> CC	
<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied		Date:	

08-03-2017



Special Land Use Permit Application Checklist

(Incomplete applications will not be accepted)

- Pre-application meeting (A staff signed pre-application form must be submitted with application) 11/2/20 w/ *wheter? Daniels*
 - Completed application with all applicable information
 - Letter of intent
 - Public Participation Plan
 - ~~Environmental Site Analysis Form~~
- Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
 - All buildings and structures proposed to be constructed and their location on the property;
 - Height of proposed building(s);
 - Proposed use of each portion of each building;
 - All driveways, parking areas, and loading areas;
 - Location of all trash and garbage disposal facilities;
 - Setback and buffer zones required in the district in which such use is proposed to be located;
 - Landscaping plan for parking areas; and
 - All additional requirements outlined under page 4 (Site Plan Checklist)
- Written legal description of the property matching the site plan. *"as built survey"*
- Building elevations (attached residential & non-residential). *"pictures of front/back side-side"*
- Signed and notarized affidavits of all owners. Use attached sheet.
- Signed and notarized affidavits of all applicants. Use attached sheet.
- Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest+ Zoning Ordinance (use additional pages where necessary):

Special Land Use Permit Criteria

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- a. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- b. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district;
- c. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- d. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area;
- e. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- f. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;
- g. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;
- h. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

3174 Miller Road

Stonecrest, GA. 30038

Special Land Use Permit Criteria

- A. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- The proposed childcare and learning center is 5,760 Sq. Ft., and has suitable parking. The site is adequate for all requirements.
- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district:
- The proposed childcare and learning center is compatible with the adjacent properties and land uses.
- C. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- The proposed childcare and learning center is located within a residential neighborhood, and there is adequate access to public services, public facilities and all utilities.
- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestions in the area;
- The proposed childcare and learning center is located on Miller Road; Miller Road is a local street and there should be no impact on the traffic patterns.
- E. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- The proposed childcare and learning center use will not affect any preexisting sites or land uses along the route to the site.

F. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;

-The proposed childcare and learning center is safely accessed by automotive vehicles, access is convenient as there is no problem with traffic flow and control; access during any emergency event such as fire is open.

G. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land by noise, smoke, odor, dust, or vibration generated by the use of the proposed.

H. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

-The proposed childcare and learning center will operate during the hours of 6AM – 7PM, Monday through Friday, and will not create adverse impacts on any adjoining land because all services will be provided inside the center.

I. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land use due to the manner of operation.

J. Whether or not the proposed plan is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located;

-The proposed childcare and learning center is zoned Residential. A Special Land Use Permit is required for the operation for more than six children.

K. Whether or not the proposed use is consistent with the policies of the comprehensive plan;

-The proposed childcare and learning center will be consistent with policies of the "Stonecrest Comprehensive Plan 2038"; the comprehensive plan state Policy CF-6 "Ensure that community facilities or neighborhood schools that are no longer utilized for their

-The proposed building satisfies the requirements due to it being a residential building that will be converted into a childcare and learning center.

R. Whether or not the proposed building as a result of its proposed height will create a negative shadow impact on any adjoining lot or building;

-The proposed building is a one-story building and does not create a negative shadow impact on any adjoining lot or building.

S. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area; and

-The proposed should not result in a disproportionate proliferation of this similar service.

T. Whether the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood;

-The proposed childcare and learning center would be consistent with the needs of the neighborhood and community as a whole, the childcare and learning center would provide a needed service to children within the community who deserve a high-quality education.



Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

Yes No

Applicant / Owner	Signature: <i>Chamber Nayan</i>
	Address: <i>5259 Winding Glen Dr. Lithonia, GA. 30038</i>
	Date: <i>11/04/2020</i>

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Mr. Christopher Wheeler
Planning and Zoning Director
City of Stonecrest
3120 Stonecrest Blvd
Stonecrest, GA 30058

Stonecrest Special Land Use Permit

Re: Letter of Intent

Dear Mr. Wheeler;

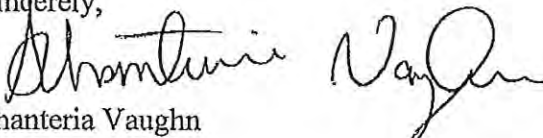
My name is Shanteria Vaughn and I am proposing to open and operate a Childcare Learning Center for more than six children. Currently the property is located at 3174 Miller Road and is zoned residential. The property is located in Dekalb County, Stonecrest, GA. Please accept this letter as my intent to acquire a Special Land Use Permit in order to operate a Childcare Learning Center.

I am an Educator who has worked in the Education Sector for over six years, and have earned my Specialist in Educational Leadership. I have worked with children on various levels and have a sincere passion to help children become the best and brightest learners they can be. As an educator, I have seen first-hand how children who have not received a quality primary education, fall behind once they matriculate to traditional school settings. I endeavor to provide children a firm foundation in their learning, so they are able to achieve continued success. My intention is to immerse the children in Science, Technology, Reading, Engineering, Arts & Mathematics (S.T.R.E.A.M). With a commitment to excellence and knowing what children are required to know once they enter Elementary School, I recognize the need for quality childcare services in the Stonecrest area.

It is my intention to provide a safe, comfortable, and enriching environment for every child enrolled in the Childcare and Learning Center. The Childcare and Learning Center will seek National Accreditation as well as Quality Rated Credentialing to ensure each child is given a successful foundation in our Center. We intend to abide by the State Rules and Regulations as specified by Georgia's Bright From The Start, Department of Early Care and Learning.

Thank you for your time and consideration,

Sincerely,

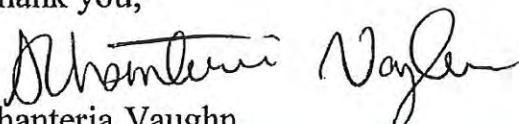

Shanteria Vaughn

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. I will be hosting a meeting to discuss my plans with all of you. Due to the current state of COVID-19 the meeting will be virtually via zoom. The meeting date will be Monday December 21, 2020 at 7:00 p.m. Please be in attendance as I would love to answer any questions you may have, and address any concerns.

Thank you,


Shanteria Vaughn



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Community Meeting Sign in Sheet

Due to the current state of COVID-19 the Sign in sheet has to be completed electronically. Please use your **smart device to scan the QR Code below** OR **sign in via Zoom** Community meeting.

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

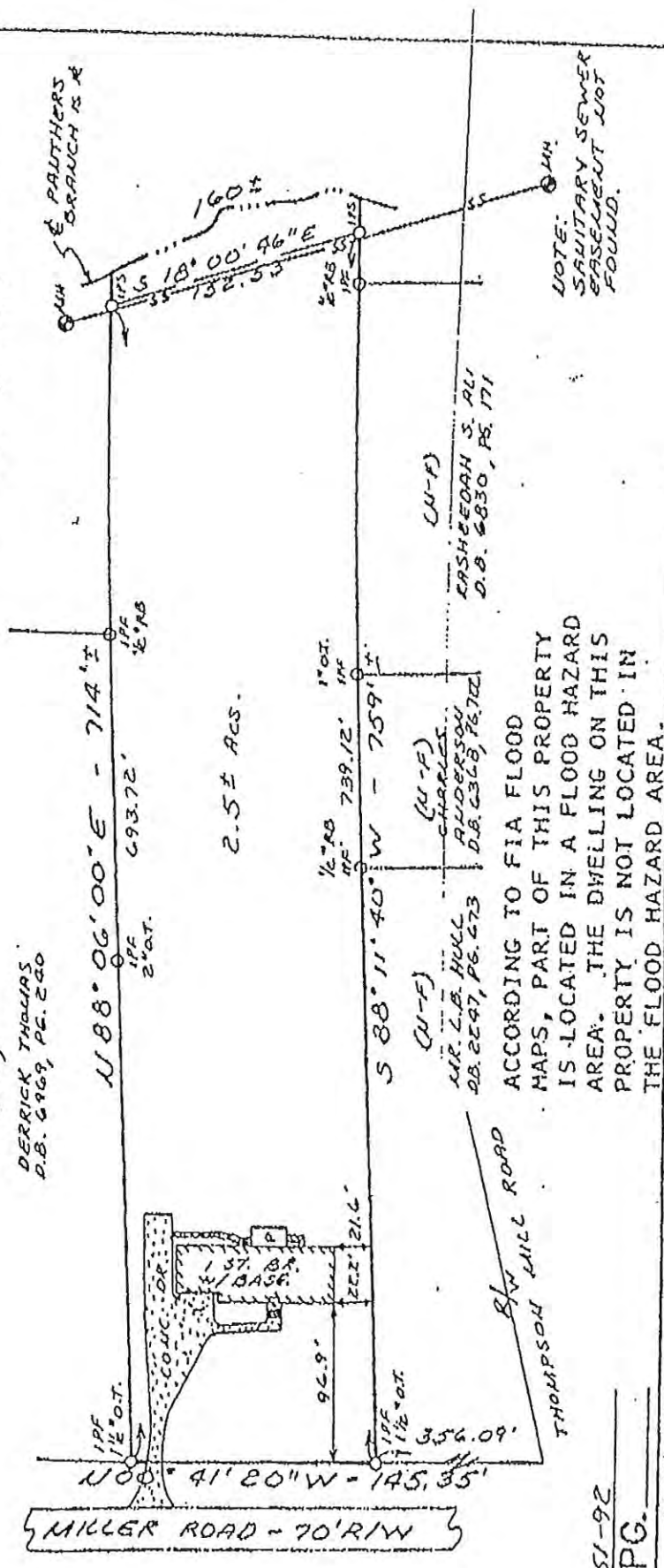
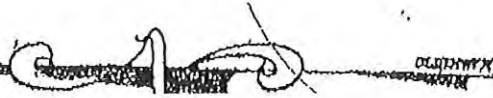
<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

WINLOW, 3174 MILLER RD

AS built survey

3174 Miller Road



IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE LAW.



ANDREW N. MILLER
 STATE OF GEORGIA
 REGISTERED LAND SURVEYOR
 E.L.S. #2545
 M. MILLERS, INC.

LOT # _____ BLOCK _____
 SUBDIVISION _____
 LAND LOT(S): 23 16TH DISTRICT
 DEKALB COUNTY, GEORGIA
 SCALE: 1" = 100' DATE: 6-29-92

1151-92 PG.

A TOPOGRAPHIC 3-D TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT PER 6000 FEET AND AN ANGULAR ERROR OF 0.5 SEC / ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD. THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS MATHEMATICALLY CORRECT.

ACCORDING TO FIA FLOOD MAPS, PART OF THIS PROPERTY IS LOCATED IN A FLOOD HAZARD AREA. THE DWELLING ON THIS PROPERTY IS NOT LOCATED IN THE FLOOD HAZARD AREA.

SURVEY FOR:
 THE DISCOVERY LEARNING CENTER, INC.





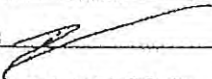

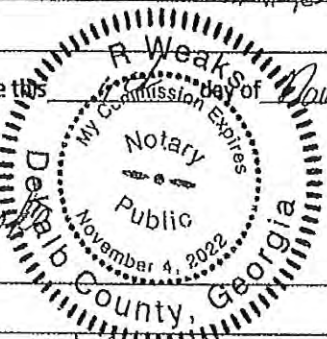






Property Owner(s) Notarized Certification



The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (if Applicable)	Signature: 	Date: 11/4/20			
	Address: 5174 MILLER RD	City, State: ATLANTA, GA	Zip: 30036		
	Phone: 678-615-3436				
	Sworn to and subscribed before me this _____ day of <u>November</u> , 20 <u>20</u>				
Property Owner (if Applicable)	Notary Public: 				
	Signature:			Date:	
	Address:			City, State:	Zip:
	Phone:				
Property Owner (if Applicable)	Sworn to and subscribed before me this _____ day of _____, 20_____				
	Notary Public:				
	Signature:	Date:			
	Address:	City, State:	Zip:		
Property Owner (if Applicable)	Phone:				
	Sworn to and subscribed before me this _____ day of _____, 20_____				
	Notary Public:				



Applicant/Petitioner Notarized Certification

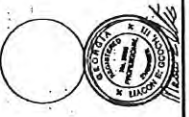
Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: <u>Shantel Najar</u>	Date: <u>11/4/20</u>
	Address: <u>5259 Winding Glen Dr.</u> City, State: <u>Lithonia, GA</u>	Zip: <u>30038</u>
	Phone: <u>404-918-0451</u>	
	Sworn to and subscribed before me this <u>4th</u> day of <u>Nov</u> , 20 <u>20</u>	
	Notary Public: 	
Attorney / Agent	Signature: <u>Takeilla Jackson</u>	Date: <u>11-4-20</u>
	Address: <u>600 South Central</u> City, State: <u>Hapeville GA</u>	Zip: <u>30354</u>
	Phone: <u>470 747-6550</u>	
	Sworn to and subscribed before me this <u>4th</u> day of <u>NOV</u> , 20 <u>20</u>	
	Notary Public: 	

REVISION	DATE	BY	REVISION

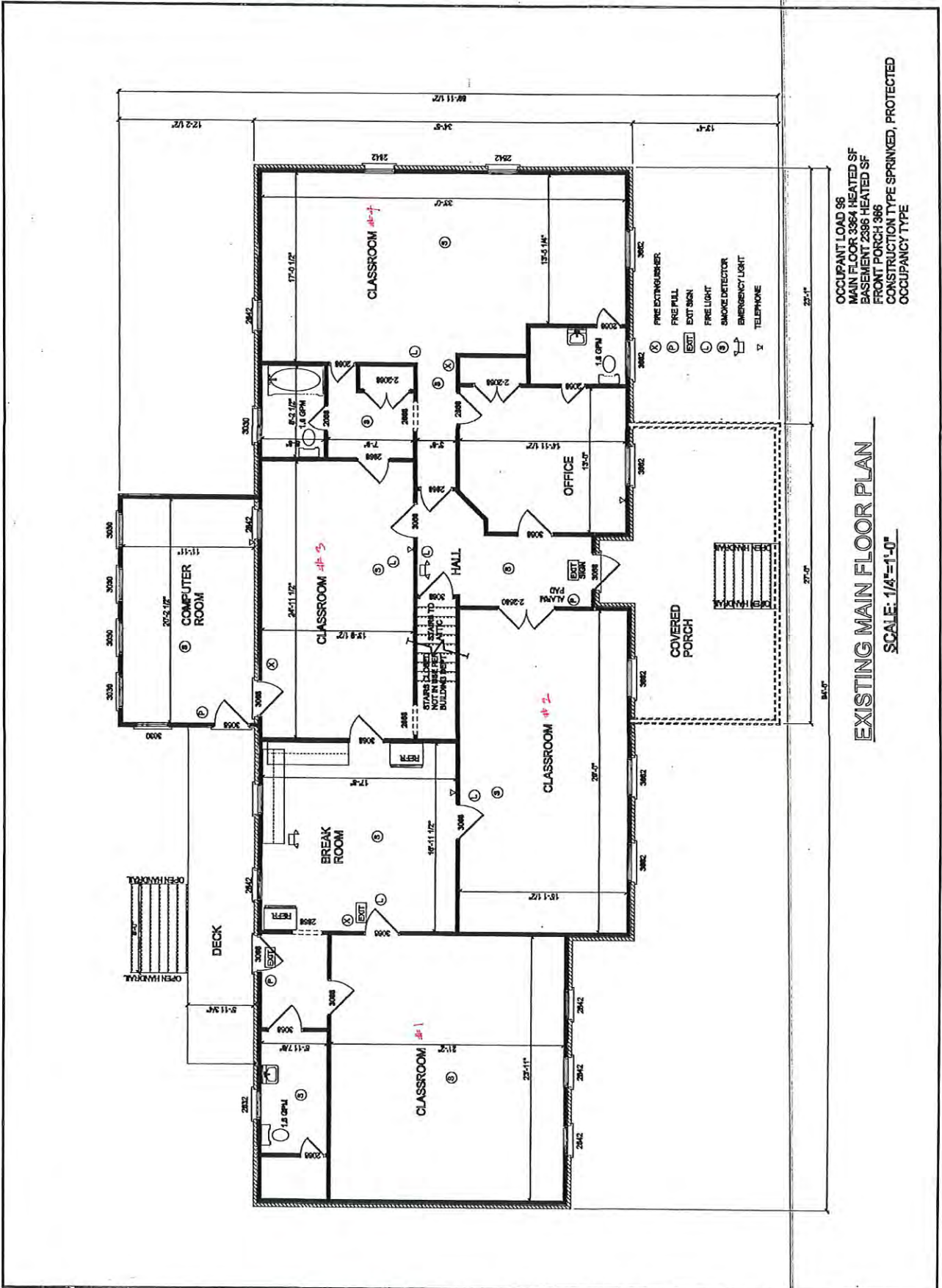


MEG
 MCGOUGH ENGINEERING & ARCHITECTURE
 13410 134th Avenue, Suite 100
 Richmond, BC V6V 2G9
 TEL: 604.273.1111
 FAX: 604.273.1111



The Wilson Academy
 3174 Main Road
 Lynden, BC V0G 0G3
 TEL: 250.851.1044
 FAX: 250.851.1044
 hodhson@thewilsonacademy.org

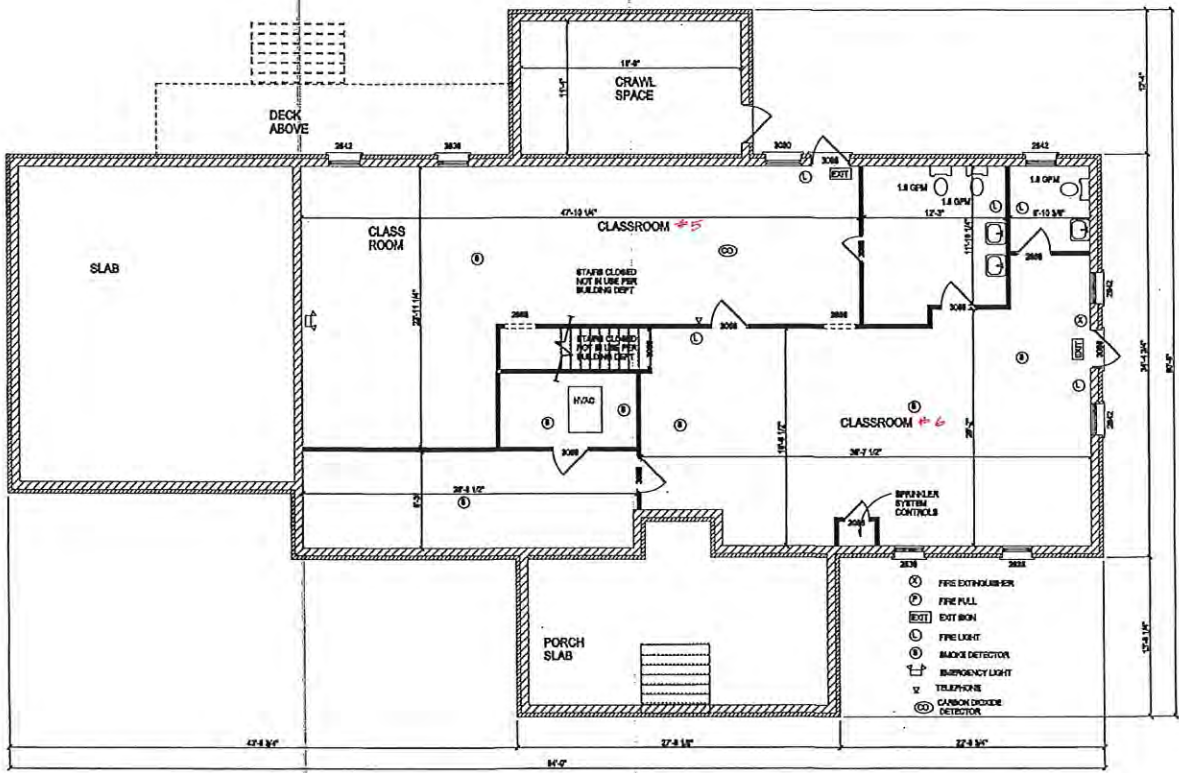
PROJECT: _____
 SHEET: **A1**



OCCUPANT LOAD 96
 MAIN FLOOR 3354 HEATED SF
 BASEMENT 2386 HEATED SF
 FRONT PORCH 366
 CONSTRUCTION TYPE SPRINKLED, PROTECTED
 OCCUPANCY TYPE

EXISTING MAIN FLOOR PLAN
 SCALE: 1/4"=1'-0"

C:\Users\j\Documents\Projects\101 - 301 - 302 - 303 - 304 - 305 - 306 - 307 - 308 - 309 - 310 - 311 - 312 - 313 - 314 - 315 - 316 - 317 - 318 - 319 - 320 - 321 - 322 - 323 - 324 - 325 - 326 - 327 - 328 - 329 - 330 - 331 - 332 - 333 - 334 - 335 - 336 - 337 - 338 - 339 - 340 - 341 - 342 - 343 - 344 - 345 - 346 - 347 - 348 - 349 - 350 - 351 - 352 - 353 - 354 - 355 - 356 - 357 - 358 - 359 - 360 - 361 - 362 - 363 - 364 - 365 - 366 - 367 - 368 - 369 - 370 - 371 - 372 - 373 - 374 - 375 - 376 - 377 - 378 - 379 - 380 - 381 - 382 - 383 - 384 - 385 - 386 - 387 - 388 - 389 - 390 - 391 - 392 - 393 - 394 - 395 - 396 - 397 - 398 - 399 - 400 - 401 - 402 - 403 - 404 - 405 - 406 - 407 - 408 - 409 - 410 - 411 - 412 - 413 - 414 - 415 - 416 - 417 - 418 - 419 - 420 - 421 - 422 - 423 - 424 - 425 - 426 - 427 - 428 - 429 - 430 - 431 - 432 - 433 - 434 - 435 - 436 - 437 - 438 - 439 - 440 - 441 - 442 - 443 - 444 - 445 - 446 - 447 - 448 - 449 - 450 - 451 - 452 - 453 - 454 - 455 - 456 - 457 - 458 - 459 - 460 - 461 - 462 - 463 - 464 - 465 - 466 - 467 - 468 - 469 - 470 - 471 - 472 - 473 - 474 - 475 - 476 - 477 - 478 - 479 - 480 - 481 - 482 - 483 - 484 - 485 - 486 - 487 - 488 - 489 - 490 - 491 - 492 - 493 - 494 - 495 - 496 - 497 - 498 - 499 - 500 - 501 - 502 - 503 - 504 - 505 - 506 - 507 - 508 - 509 - 510 - 511 - 512 - 513 - 514 - 515 - 516 - 517 - 518 - 519 - 520 - 521 - 522 - 523 - 524 - 525 - 526 - 527 - 528 - 529 - 530 - 531 - 532 - 533 - 534 - 535 - 536 - 537 - 538 - 539 - 540 - 541 - 542 - 543 - 544 - 545 - 546 - 547 - 548 - 549 - 550 - 551 - 552 - 553 - 554 - 555 - 556 - 557 - 558 - 559 - 560 - 561 - 562 - 563 - 564 - 565 - 566 - 567 - 568 - 569 - 570 - 571 - 572 - 573 - 574 - 575 - 576 - 577 - 578 - 579 - 580 - 581 - 582 - 583 - 584 - 585 - 586 - 587 - 588 - 589 - 590 - 591 - 592 - 593 - 594 - 595 - 596 - 597 - 598 - 599 - 600 - 601 - 602 - 603 - 604 - 605 - 606 - 607 - 608 - 609 - 610 - 611 - 612 - 613 - 614 - 615 - 616 - 617 - 618 - 619 - 620 - 621 - 622 - 623 - 624 - 625 - 626 - 627 - 628 - 629 - 630 - 631 - 632 - 633 - 634 - 635 - 636 - 637 - 638 - 639 - 640 - 641 - 642 - 643 - 644 - 645 - 646 - 647 - 648 - 649 - 650 - 651 - 652 - 653 - 654 - 655 - 656 - 657 - 658 - 659 - 660 - 661 - 662 - 663 - 664 - 665 - 666 - 667 - 668 - 669 - 670 - 671 - 672 - 673 - 674 - 675 - 676 - 677 - 678 - 679 - 680 - 681 - 682 - 683 - 684 - 685 - 686 - 687 - 688 - 689 - 690 - 691 - 692 - 693 - 694 - 695 - 696 - 697 - 698 - 699 - 700 - 701 - 702 - 703 - 704 - 705 - 706 - 707 - 708 - 709 - 710 - 711 - 712 - 713 - 714 - 715 - 716 - 717 - 718 - 719 - 720 - 721 - 722 - 723 - 724 - 725 - 726 - 727 - 728 - 729 - 730 - 731 - 732 - 733 - 734 - 735 - 736 - 737 - 738 - 739 - 740 - 741 - 742 - 743 - 744 - 745 - 746 - 747 - 748 - 749 - 750 - 751 - 752 - 753 - 754 - 755 - 756 - 757 - 758 - 759 - 760 - 761 - 762 - 763 - 764 - 765 - 766 - 767 - 768 - 769 - 770 - 771 - 772 - 773 - 774 - 775 - 776 - 777 - 778 - 779 - 780 - 781 - 782 - 783 - 784 - 785 - 786 - 787 - 788 - 789 - 790 - 791 - 792 - 793 - 794 - 795 - 796 - 797 - 798 - 799 - 800 - 801 - 802 - 803 - 804 - 805 - 806 - 807 - 808 - 809 - 810 - 811 - 812 - 813 - 814 - 815 - 816 - 817 - 818 - 819 - 820 - 821 - 822 - 823 - 824 - 825 - 826 - 827 - 828 - 829 - 830 - 831 - 832 - 833 - 834 - 835 - 836 - 837 - 838 - 839 - 840 - 841 - 842 - 843 - 844 - 845 - 846 - 847 - 848 - 849 - 850 - 851 - 852 - 853 - 854 - 855 - 856 - 857 - 858 - 859 - 860 - 861 - 862 - 863 - 864 - 865 - 866 - 867 - 868 - 869 - 870 - 871 - 872 - 873 - 874 - 875 - 876 - 877 - 878 - 879 - 880 - 881 - 882 - 883 - 884 - 885 - 886 - 887 - 888 - 889 - 890 - 891 - 892 - 893 - 894 - 895 - 896 - 897 - 898 - 899 - 900 - 901 - 902 - 903 - 904 - 905 - 906 - 907 - 908 - 909 - 910 - 911 - 912 - 913 - 914 - 915 - 916 - 917 - 918 - 919 - 920 - 921 - 922 - 923 - 924 - 925 - 926 - 927 - 928 - 929 - 930 - 931 - 932 - 933 - 934 - 935 - 936 - 937 - 938 - 939 - 940 - 941 - 942 - 943 - 944 - 945 - 946 - 947 - 948 - 949 - 950 - 951 - 952 - 953 - 954 - 955 - 956 - 957 - 958 - 959 - 960 - 961 - 962 - 963 - 964 - 965 - 966 - 967 - 968 - 969 - 970 - 971 - 972 - 973 - 974 - 975 - 976 - 977 - 978 - 979 - 980 - 981 - 982 - 983 - 984 - 985 - 986 - 987 - 988 - 989 - 990 - 991 - 992 - 993 - 994 - 995 - 996 - 997 - 998 - 999 - 1000



EXISTING BASEMENT FLOOR PLAN
 SCALE: 1/4"=1'-0"

PROJECT NO. _____ SHEET NO. _____	
MEG MACHIE COOCHIE MECHANICAL CONSULTANTS 1000 UNIVERSITY AVENUE SUITE 100 FORT WORTH, TEXAS 76104 TEL: 817-335-1111 FAX: 817-335-1112	
The Wilson Academy Dymon F. Wilson 3174 Hester Road Fort Worth, TX 76106 773-070-8945 817-581-1044 headmaster@wilsonacademy.org	
DESIGN: JCA 1/15/24 DRAWING: CAD 1/15/24 CHECKED: MBG 1/15/24	PROJECT # _____ SHEET A2

Community Meeting Sign in Sheet

If you wish to sign in electronically, please use your smart device to scan the QR Code below OR sign in via Zoom Community meeting (TBA):

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Shanteria Vaughn

5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. We will be hosting a meeting to discuss our plans with all of you. Due to the current state of COVID-19 our meeting date will be determined at a later date. Please be on the lookout for another notice from us as we would love to answer any questions you may have, and address any concerns.

Thank you,

Shanteria Vaughn

Shanteria Vaughn

(404) 918-0451

The Community Meeting for 3174 Miller Road Stonecrest, Georgia was Monday Dec 21, 2020 07:00 PM Eastern Time. There were five residents in attendance each over the age of 18. I have attached a generated copy of the sign in excel document. In this meeting I discussed my business plans for the property. I asked the residents if they had any concerns with what I informed them on. Later in the meeting, I asked the residents if they had any concerns about the property and I was informed that since the property had been vacant for over a year, many homeless individuals have made the property their home. The residents stated that they were ready for the building to become operable because they are seeing a lot of homeless individuals lingering around and the sight of it is unpleasant for their kids to see. I informed them that I would inform the owner and try to work quickly as possible to get the building up and running.

Timestamp	Resident First Name	Resident Last Name	Resident Address
12/21/2020 19:18:48	Geno	Olivacce	3164 Miller Road
12/21/2020 19:22:26	Cavar	Olivacce	3164 Miller Rd Lithonia GA
12/21/2020 19:24:04	Donna	Innocent	3164 Miller Rd, LITHONIA
12/22/2020 0:15:48	Geno	Olivacce	3164 Miller Road
12/22/2020 11:14:19	Kiana	Collins	5259 Winding Glen Drive S

30038

Ga 30038

Stonecrest, GA 30038

Tuyanna Daniel

From: Alphabet Kids Early Care & Learning Academy <alphakidsecla@gmail.com>
Sent: Friday, January 8, 2021 10:19 AM
To: Tuyanna Daniel; Chris Wheeler
Subject: CORRECTION: 3174 Miller Road Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am sending this email to ask if my former business partner (Dr. Kiki Michelle Singletary Williams) or anyone whose name is not on the paperwork submitted. She previously discussed information with me on the SLUP Application. She is no longer a business partner with my organization and I would like to cease all information shared with her about 3174 Miller Road property if she inquires by phone or any other communications. Thank you for your time and consideration.

Regards,



To: Fax# 470-299-4214
Fax: 470-299-4214
Company: Stonecrest/Dekalb CITY - P&Z

From: CN=Yllander\, Dinah
Fax: B,OU=General Users,OU=Domain
Voice: Users,DC=terracon,DC=com

Date: April 14, 2021
Subject: HN217250 Harmony at Stonecrest Phase I ESA Questionnaire

Comments:

Thank you for your assistance!

- Dinah

GEC

**GEOTECHNICAL
&
ENVIRONMENTAL
CONSULTANTS, INC**

A Terracon COMPANY

April 14, 2021

Via Fax: (470) 299 4214

SUBJECT: Information Questionnaire – Planning & Zoning
Harmony at Stonecrest
6600 Old Hillandale Drive
Stonecrest, Dekalb County Georgia
GEC Job #HN217250

Attention: Planning & Zoning Specialist
Stonecrest Planning & Zoning

Geotechnical & Environmental Consultants, Inc. (GEC) is currently conducting a Phase I Environmental Site Assessment (ESA) on the above referenced site located at 6600 Old Hillandale Drive in Stonecrest, Dekalb County, Georgia. The site is located withing Parcel Number 16 120 02 005. For the purposes of our assessment, please mark and/or briefly answer the following questions and return to GEC via fax at 478-757-1608 or email at sferrand@geconsultants.com

1. What is the zoning for the subject property?

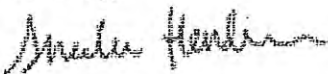
2. Are you aware of any zoning restrictions currently on the subject property?
 Yes No If Yes, please elaborate.

3. Are you aware of any site history, including its past usage and/or any past tenants (i.e. businesses) and their current/former usage of the property? Yes No If Yes, please elaborate.

4. Utilities serving the subject property. Mark all that apply.
 city water well water unknown/do not know
 city sewer septic system
 previous water well on site? previous septic system on site?
5. Are there any records or any known environmental conditions or concerns at the subject property or in the immediate site vicinity? Yes No If Yes, please elaborate.

The subject property is noted on the attached location map. Thank you for your assistance in this matter. If you have any questions or desire any further information, please contact our office.

Sincerely,

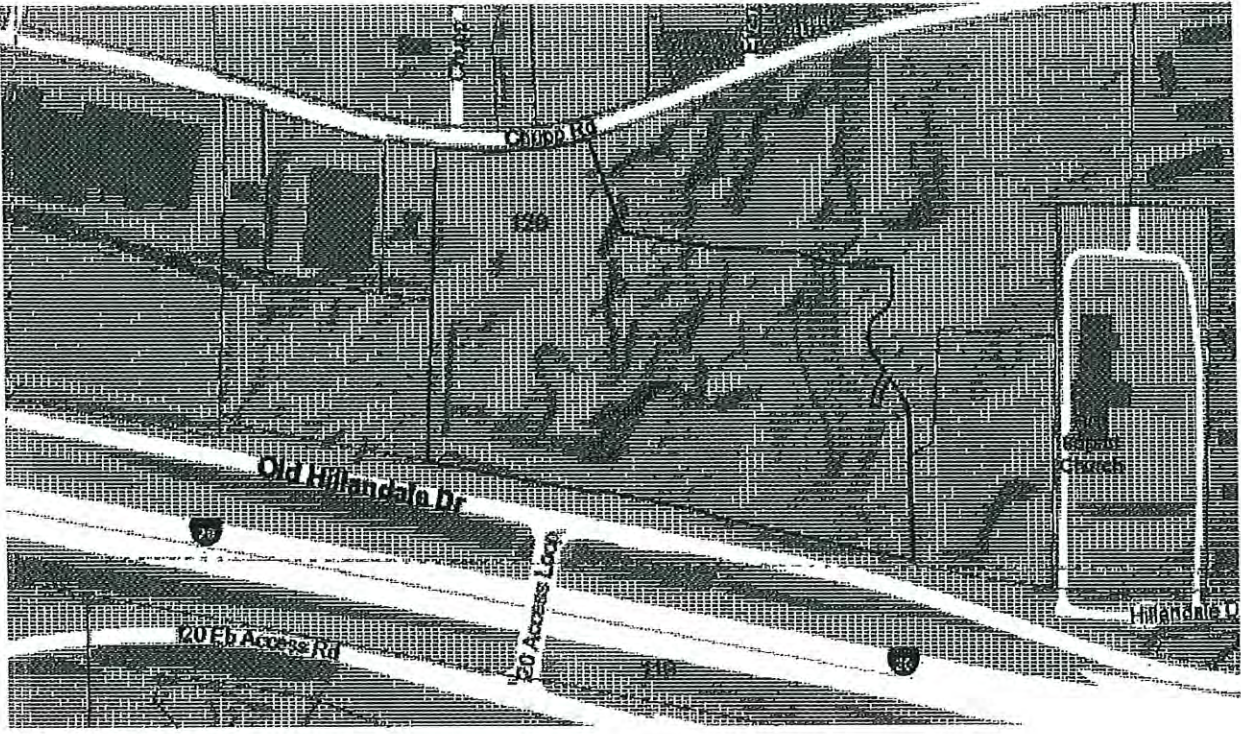


Sheridan Henderson
Environmental Specialist

Form Completed by: _____

Print: _____

Date: _____



GEC



CITY COUNCIL AGENDA ITEM

SUBJECT: Special Land Use Petition SLUP-21-002 (3174 Miller Road)

ORDINANCE **POLICY** **STATUS REPORT**

DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/18/2021

Work Section:

Council Meeting: 05/24/2021

SUBMITTED BY: Jim Summerbell, AICP, Planning and Zoning Director

PURPOSE: This is a Special Land Use Petition SLUP-21-002 application to operate a childcare facility (more than 5 children).

HISTORY: The property is zoned R-100 (Medium Lot Residential) District. The case was originally heard in combination with RZ-21-002 to rezone the property to RSM (Small Lot Residential Mix) District by the Planning Commission on February 2, 2021, and then by the City Council on March 22, 2021 and April 26, 2021. In response to the City Council's decision to defer the case at the April 26th meeting to allow further study of the facts and issues of the case, Mayor Pro Tem George Turner and Councilmember Rob Turner, along with Jim Summerbell, Planning & Zoning Director, held a Zoom call with the applicant on May 5th. The findings of that call are included in the Facts and Issues summarized below. To deal appropriately with the separate issues of rezoning and the potential issuance of a special land use permit, the two cases are being presented separately.

FACTS AND ISSUES: The subject property had been used as a school, the Wilson Academy, a legal but non-conforming use under the Stonecrest Zoning Ordinance, but as it has not been in operation in recent years, its grandfathered status has expired. The current applicant who would be renting the property from the owner, Wilson Academy Incorporated, would like to use the site as Childcare Facility (more than 5 children), a use allowed with an approved SLUP in the RSM District.

Note, if RZ-21-002 is denied by the City Council, SLUP-21-002 would be administratively withdrawn.

OPTIONS: Approve; Deny; or Approve with conditions

RECOMMENDATED ACTION: Approve in accordance with the Planning Commission unanimous recommendations of Approval with Conditions to operate a child day care center at their March 2nd meeting.

ATTACHMENTS:

1 05/24/21 Staff Report

1 04/26/21 Staff Report

2 02/02/21 Zoning Petition RZ-21-002/Special Land Use Petition SLUP-21-002 Application

3 02/02/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

SLUP-21-002

Mayor and City Council Meeting May 24, 2021

GENERAL INFORMATION

Petition Number:	SLUP-21-002
Applicant:	Alphabet Daycare c/o Shanteria Vaughn
Owner:	Wilson Academy Incorporated
Project Location:	3174 Miller Rd
District:	District 4
Acreage:	1.66 acres
Existing Zoning:	R-100 (Residential Med Lot) District
Proposed Zoning:	RSM (Small Lot Residential Mix) District
Comprehensive Plan Community:	Urban Neighborhood Area Designation
Proposed Development/Request:	The applicant is requesting to rezone the subject properties from R-100 to RSM (Small Lot Residential Mix) District and Special Land Use permit to operate a Child Day Care Center.
Planning Commission:	Approval with conditions
Staff Commission:	Based on further review, staff supports the recommendation of the Planning Commission for APPROVAL of SLUP-21-002 with the following conditions: <ol style="list-style-type: none">1. Access shall be limited to the existing curb cut off Miller Rd.2. All refuse containers shall be screened from public view except during pick up.3. The applicants shall secure the necessary certification by the State of Georgia, and the license of business required building permits and certificates of occupancy from the city of Stonecrest.4. The Special Land Use Permit shall be issued to Shanteri Vaughn (operator) to operate a Child Day Care Center and shall not be transferable.



CITY COUNCIL AGENDA ITEM

SUBJECT: Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002
(3174 Miller Road) – Request Approval

ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 04/20/2021 Work Section: Council Meeting: 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 application to operate a child day care center.

HISTORY: The property is an existing facility and is zoned R-100 (Medium Lot Residential) District.

FACTS AND ISSUES: This item was heard at the 02/02/21 Planning Commission Meeting. The applicant requested a Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 to operate a child day care center. The Planning Commission recommend approval of the application. The petition was heard at the March 22nd City Council meeting.

OPTIONS: Approve; Deny; or make Alterative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously the Approval to operate a child day care center at the March 2nd meeting.

ATTACHMENTS:

- # 1 04/26/21 Staff Report
- # 2 02/02/21 Staff Report
- # 3 02/02/21 Zoning Petition RZ-21-002/Special Land Use Petition SLUP-21-002 Application
- # 4 02/02/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Mayor and City Council Meeting April 26, 2021

GENERAL INFORMATION

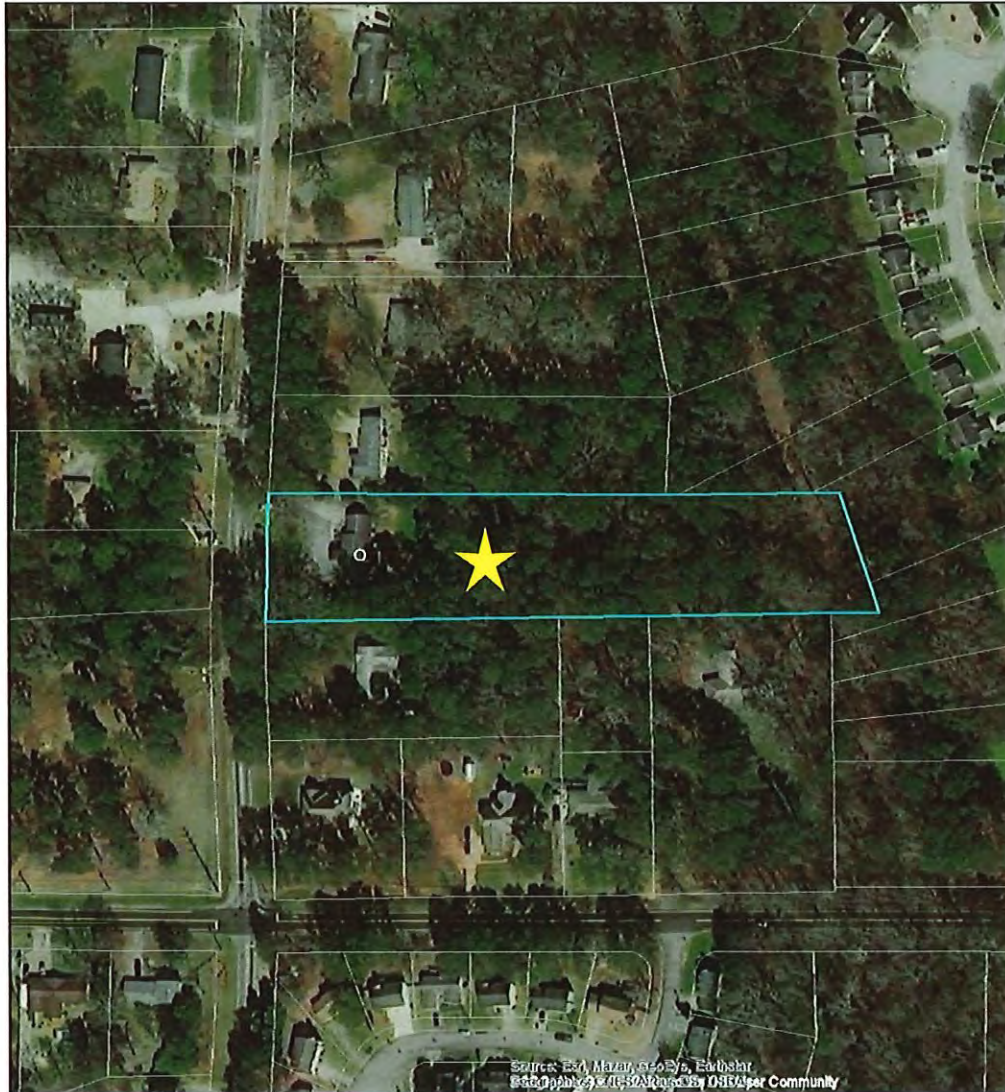
Petition Number:	RZ-21-002 / SLUP-21-002
Applicant:	Alphabet Daycare c/o Shanteria Vaughn
Owner:	Wilson Academy Incorporated
Project Location:	3174 Miller Rd
District:	District 4
Acreage:	1.66 acres
Existing Zoning:	R-100 (Residential Med Lot) District
Proposed Zoning:	RSM (Small Lot Residential Mix) District
Comprehensive Plan Community: Area Designation	Urban Neighborhood
Proposed Development/Request:	The applicant is requesting to rezone the subject properties from R-100 to RSM (Small Lot Residential Mix) District and Special Land Use permit to operate a Child Day Care Center.
Staff Recommendations:	Approval with conditions
Planning Commission:	Approval with conditions



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Aerial Map



ZONING CASE: **RZ-21-001/SLUP-21-002**

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

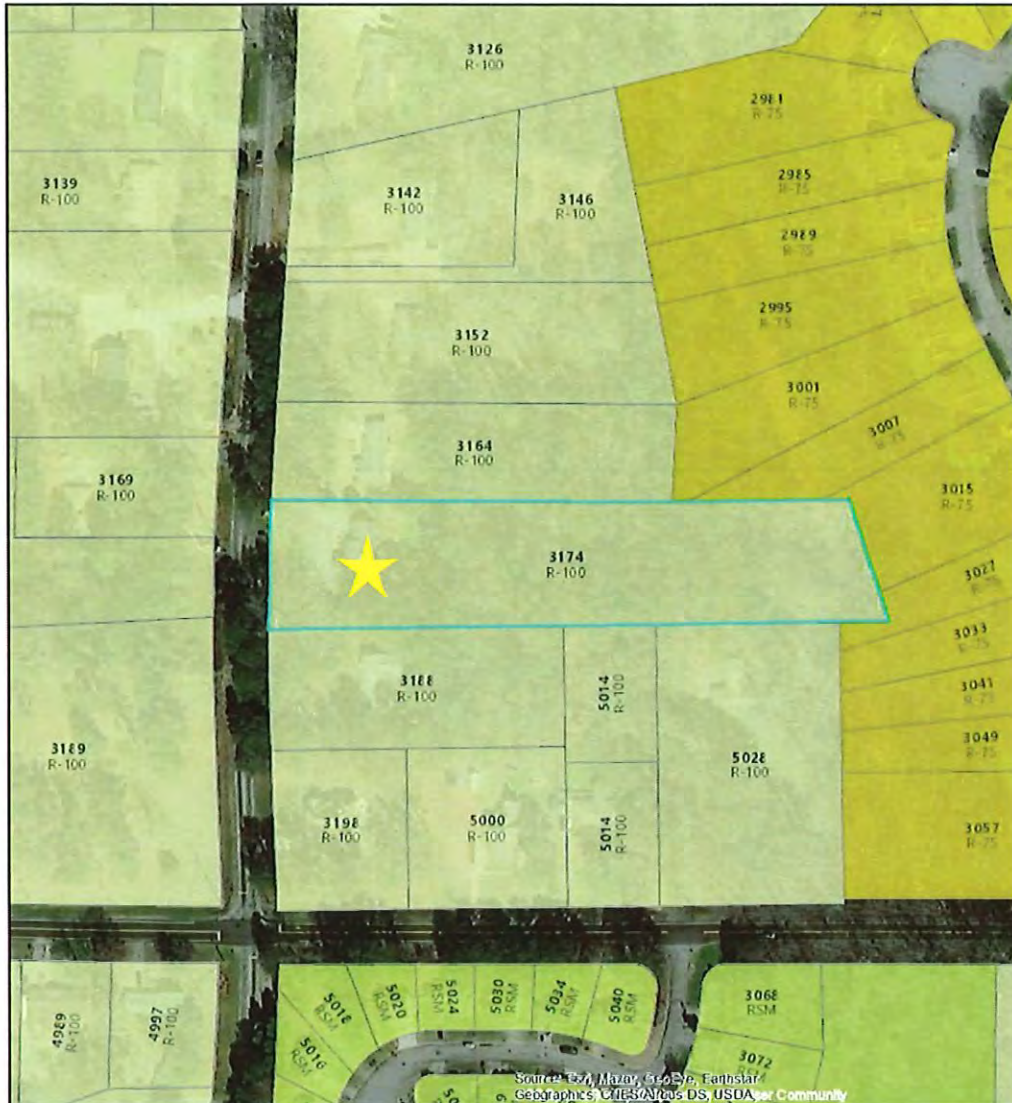
0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Zoning Map



ZONING CASE: RZ-21-001/SLUP-21-002

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

PROJECT OVERVIEW

Location

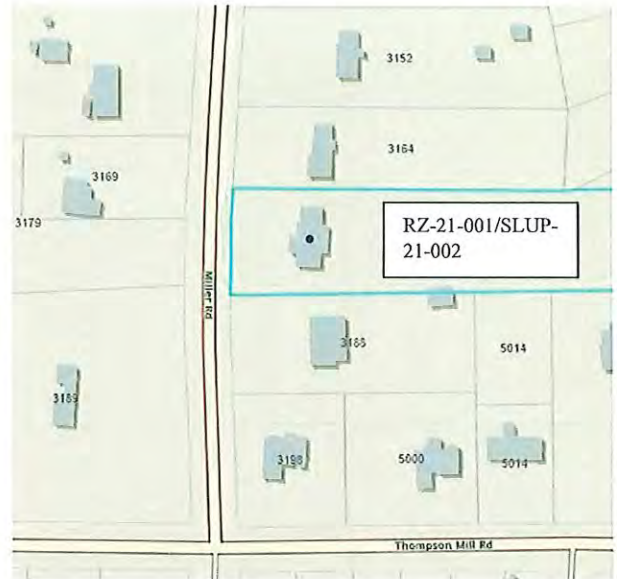
The subject property is located at 3174 Miller Road. The property is approximately 378 feet north of Miller Road and Thompson Mill Rd intersection.

The property is bounded by Miller Road to the west and single family homes to the north, south and east. Woodgrove residential subdivision is located to the east.

Background

Currently, the property has kept its original zoning classification of R-100 under Stonecrest Zoning Ordinance. The subject property was previously used for the Wilson Academy. The Wilson Academy is a private school for K-12 school aged children.

The property has an existing detached single-family home located on the property. The topography of the property is characterized as being even throughout.





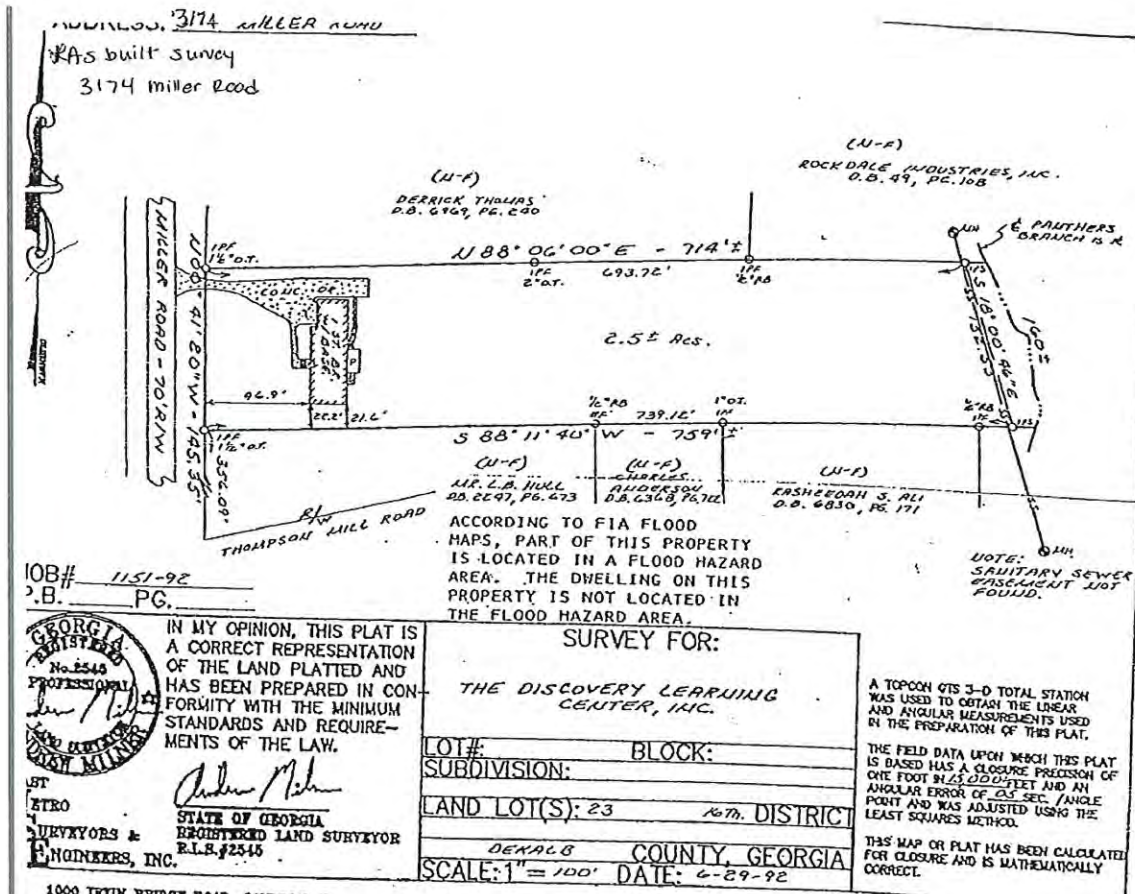
PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Rezoning Request

The applicant is requesting to rezone the subject property from R-100 to RSM (Small Lot Residential Mix) District to operate a child daycare center. The daycare center will run out of the existing 5,000 square foot building. The applicant has submitted a second application (SLUP) for the permit to use the daycare. The applicant intends to supervise children ages infant to ten (10) years old.

Conceptual Site Plan





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Proposed Elevations





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002



Public Participation

Property owners within 500 feet of subject property were mailed notices of the proposed rezoning in January. The community meeting was held on December 21st 2020, at 7:00 pm via zoom.com. Several residents show up at the community meeting regarding the rezoning application and special land use permit application. There were several concerns from residents regarding the homeless residing in the vacant building. Many residents express a desire for a business to start operating on the property.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STANDARDS OF REZONING REVIEW

Section 7.3.4 of the Stonecrest Zoning Ordinance list eight factors to be considered in a technical review of a zoning case completed by the Community Development Department and Planning Commission. Each element is listed with staff analysis.

- **Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property or properties.**

As shown in the table below, the subject property is surrounded by low density housing. * Please see the map below table

Adjacent & Surrounding Properties	Zoning (Petition Number)	Land Use	Density Non-Residential (SF/Acre) Residential (Units/Acre)
Applicant	Proposed: RSM	Educational	5,000 SF/Acre
Adjacent: North	R-100 (Residential Med Lot) District	Residential (Detached Single Family Home)	1.0 unit/acre
Adjacent: West	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a
Adjacent: East	R-75 (Residential Med Lot) District	Residential (Parks of Stonecrest)	4-8 units/acre
Adjacent: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	1.0 units/acre
Nearby: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a

The proposed change in zoning would permit a use that would be suitable in view and development of the nearby properties. The RSM Zoning classification would allow operation of a daycare, which would be similar to the previous use.

- **Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The subject property is located within the Urban Neighborhood character area of the Stonecrest Comprehensive Plan. The character area intends to limit small-scale goods and services to meet the needs of the surrounding residents.

The proposed zoning is in an area transitioning from low-density housing to medium density housing. The current character of the area shows many of the surrounding properties to be single-family detached. The proposed zoning change and development of institutional use would be in keeping with the policy and intent of the comp plan.

- **Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

The property is currently zoned R-100, which permits the development of detached single-family home development with a minimum lot size of 15,000 square feet. The property does have reasonable economic use as currently zoned. The property sits along Miller Road, which is a collector road in a suburban neighborhood.

- **Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property or properties.**

The proposed zoning proposal is not anticipated to have a negative impact on the existing use or usability of adjacent or nearby properties. Staff believes the suggested zoning for a daycare would complement the area by allowing the surrounding residential development access to small scale goods and services.

- **Whether there are other existing or changing conditions affecting the use and development of the property, which gives supporting grounds for either approval or disapproval of the zoning proposal.**

There are no changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal. There are existing conditions that would provide supporting grounds for approval of the zoning change as the property was previous use for a private school.

- **Whether the zoning proposal will adversely affect historic buildings, sites, districts, or archaeological resources.**

There are currently no historic buildings, sites, districts, or archaeological resources on the subject property.

- **Whether the zoning proposal will result in a use that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.**

Access to the property will be Miller Road, which is a collector road that staff believes would have the traffic capacity to handle the volume of traffic generated by the zoning change. The zoning proposal will not cause an excessive or burdensome on utilities as Dekalb County states the property has the sewer capacity for the intended use. The proposed use will not have harmful or oppressive use of schools.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

- Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

The zoning proposal will not adversely impact the environment or surrounding natural resources.

**The applicant submitted special land use permit application in support of the request zoning change for a specific use.*

CRITERIA OF REVIEW

Section 7.4.6 of the Stonecrest Zoning Ordinance list twenty factors to be considered in a technical review of a special land use permit completed by the Community Development Department and Planning Commission. Each criterion is listed with staff analysis.

- A. Adequacy of the size of the site for the use contemplated and whether or not the adequate land area is available for the proposed use including the provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.**

The approximately 5,000 square foot residence on 3 acres is adequate for the operation of a child daycare facility.

- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.**

The proposed daycare is compatible with the adjacent properties and land use with other surrounding uses.

- C. Adequacy of public services, public facilities, and utilities to serve the proposed use.**

There are adequate public services, public facilities, and utilities to sever the proposed use.

- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area.**

Miller Road classified as minor arterial, and the Planning Staff believes little or no impact on the public streets or traffic in the area.

- E. Whether existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use.**

The existing land use located along the access routes to the site would not be adversely affected by the character of the vehicles of the volume traffic generated by the proposed use. Miller Road is a minor arterial road that is designed to handle the proposed use.

- F. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of a fire or another emergency.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The existing subject property can be accessed by vehicles via an existing curb cut with a driveway on Miller Road. Emergency vehicles can access the site from the existing driveway.

G. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.

The proposed use will not create any adverse impact on the adjoining land use by reason of noise, smoke, odor, dust or vibration generated by the proposed use.

H. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

Staff believes the proposed use would not have adversely affected the adjoining land use because of the hours of operation.

I. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.

Staff believes the nature of the proposed use would not have adversely affected the adjoining property located to the north, south, or east of the subject property.

J. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located.

The proposed use is otherwise consistent with the zoning district classification requirement in which the use is proposed to be located.

K. Whether the proposed use is consistent with the policies of the comprehensive plan.

The proposed use is consistent with the policies of the comprehensive plan. Staff believes a child daycare is the intended small-scale convenience goods or services meant for the area.

L. Whether the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.

The proposed use does not require buffer or transitional buffers by the zoning district

M. Whether there is adequate provision of refuse and service areas.

An adequate refuse and service area will be provided by the applicant.

N. Whether the length of time for which the special land use permit is granted should be limited in duration.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Staff believes there is not a compelling reason to limit the special land use duration as the applicant.

- O. Whether the size, scale, and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale, and massing of adjacent and nearby lots and buildings.**

The existing building has the appropriate structure, which is consistent in size, scale, and massing with adjacent and surrounding buildings in the area.

- P. Whether the proposed use will adversely affect historic buildings, sites, districts, or archaeological resources.**

This use will not adversely affect any historic buildings, sites, districts, or archaeological resources.

- Q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permits.**

The proposed use submitted site plan submitted to staff has met all the requirements within the supplemental regulation Sec 4.2.19 set forth by the zoning ordinance.

- R. Whether the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.**

The proposed development would not exceed the height of nearby residential structures. The existing building would be similar to the height abutting the property. There will be no negative shadow impact on any adjoining lot.

- S. Whether the proposed use would be consistent with the needs of the neighborhood or the community as a whole, be compatible with the neighborhood, and would not be in conflict with the overall objective of the comprehensive plan.**

The proposed child daycare would be consistent with the neighborhood's needs or the community and would not conflict with the comprehensive plan's overall objective.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STAFF RECOMMENDATION

Based on further review, it appears the applicant meets all the criteria for approval. Therefore, staff recommends **APPROVAL** of **RZ-21-002** and **SLUP-21-002** the following conditions:

1. Access shall be limited to the existing curb cut off Miller Rd.
2. All refuse containers shall be screened from public view except during pick up.
3. The applicants shall secure the necessary certification by the State of Georgia, and the license of business required building permits and certificates of occupancy from the city of Stonecrest.
4. The Special Land Use Permit shall be issued to Shanteri Vaughn (operator) to operate a Child Day Care Center and shall not be transferable.



Special Land Use Permit Application

Applicant Information	Name: <u>Shanteria Vaughn</u>		
	Address: <u>5259 Winding Glen Drive</u>		<u>Lithonia, GA 30038</u>
	Phone: <u>404-918-0457</u>	Fax: <u>N/A</u>	Email: <u>alphaKidsca@gmail.com</u>
	Owner's Name: <u>Byron Wilson</u>		
Owner's Address: <u>3174 Miller Rd. Lithonia, GA. 30038</u>			
Owner Information	Phone: <u>678-615-3436</u>	Fax: <u>678-615-3503</u>	Email: <u>VShanteria@yahoo.com</u>
	Property Address: <u>3174 Miller Road</u>		Acreage: <u>5</u> 3 acres
	Parcel ID: <u>1602302031</u>		
	Current Zoning Classification: <u>R-100</u>		
	Proposed Use of Property: <u>Childcare Center / Facility</u>		
Property Information	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? <input type="radio"/> Yes <input checked="" type="radio"/> No		
	Property Information: <u>The property has obtained its status as a prestigious learning center / academy for 20 plus years.</u>		
	<u>- Spacious - two levels 5,000 sf. on 3 acres</u>		
Affidavit	To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.		
	Applicant's Name: <u>Shanteria Vaughn</u>		
	Applicant's Signature: <u>Shanteria Vaughn</u>		Date: <u>11/4/20</u>
	Sworn to and subscribed before me this <u>4th</u> Day of <u>Nov</u> 20 <u>20</u>		
	Notary Public: <u>Takeila Jackson</u>		
Notary	Signature: <u>Takeila Jackson</u>		
	My Commission Expires: <u>12-13-2023</u>		
<input type="checkbox"/> Application Fee <input type="checkbox"/> Sign Fee <input type="checkbox"/> Legal Fee			
Fee: \$		Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> CC	
<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied			Date:

08-03-2017



Special Land Use Permit Application Checklist

(Incomplete applications will not be accepted)

- Pre-application meeting (A staff signed pre-application form must be submitted with application) 11/2/20 w/ *wheter? Daniels*
 - Completed application with all applicable information
 - Letter of intent
 - Public Participation Plan
 - ~~Environmental Site Analysis Form~~
- Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
 - All buildings and structures proposed to be constructed and their location on the property;
 - Height of proposed building(s);
 - Proposed use of each portion of each building;
 - All driveways, parking areas, and loading areas;
 - Location of all trash and garbage disposal facilities;
 - Setback and buffer zones required in the district in which such use is proposed to be located;
 - Landscaping plan for parking areas; and
 - All additional requirements outlined under page 4 (Site Plan Checklist)
- Written legal description of the property matching the site plan. *"as built survey"*
- Building elevations (attached residential & non-residential). *"pictures of front/back side-side"*
- Signed and notarized affidavits of all owners. Use attached sheet.
- Signed and notarized affidavits of all applicants. Use attached sheet.
- Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest+ Zoning Ordinance (use additional pages where necessary):

Special Land Use Permit Criteria

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- a. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- b. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district;
- c. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- d. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area;
- e. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- f. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;
- g. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;
- h. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

3174 Miller Road

Stonecrest, GA. 30038

Special Land Use Permit Criteria

- A. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- The proposed childcare and learning center is 5,760 Sq. Ft., and has suitable parking. The site is adequate for all requirements.
- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district:
- The proposed childcare and learning center is compatible with the adjacent properties and land uses.
- C. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- The proposed childcare and learning center is located within a residential neighborhood, and there is adequate access to public services, public facilities and all utilities.
- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestions in the area;
- The proposed childcare and learning center is located on Miller Road; Miller Road is a local street and there should be no impact on the traffic patterns.
- E. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- The proposed childcare and learning center use will not affect any preexisting sites or land uses along the route to the site.

F. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;

-The proposed childcare and learning center is safely accessed by automotive vehicles, access is convenient as there is no problem with traffic flow and control; access during any emergency event such as fire is open.

G. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land by noise, smoke, odor, dust, or vibration generated by the use of the proposed.

H. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

-The proposed childcare and learning center will operate during the hours of 6AM – 7PM, Monday through Friday, and will not create adverse impacts on any adjoining land because all services will be provided inside the center.

I. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land use due to the manner of operation.

J. Whether or not the proposed plan is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located;

-The proposed childcare and learning center is zoned Residential. A Special Land Use Permit is required for the operation for more than six children.

K. Whether or not the proposed use is consistent with the policies of the comprehensive plan;

-The proposed childcare and learning center will be consistent with policies of the "Stonecrest Comprehensive Plan 2038"; the comprehensive plan state Policy CF-6 "Ensure that community facilities or neighborhood schools that are no longer utilized for their

-The proposed building satisfies the requirements due to it being a residential building that will be converted into a childcare and learning center.

R. Whether or not the proposed building as a result of its proposed height will create a negative shadow impact on any adjoining lot or building;

-The proposed building is a one-story building and does not create a negative shadow impact on any adjoining lot or building.

S. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area; and

-The proposed should not result in a disproportionate proliferation of this similar service.

T. Whether the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood;

-The proposed childcare and learning center would be consistent with the needs of the neighborhood and community as a whole, the childcare and learning center would provide a needed service to children within the community who deserve a high-quality education.



Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

Yes No

Applicant / Owner	Signature: <i>Chamber Nayan</i>
	Address: <i>5259 Winding Glen Dr. Lithonia, GA. 30038</i>
	Date: <i>11/04/2020</i>

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Mr. Christopher Wheeler
Planning and Zoning Director
City of Stonecrest
3120 Stonecrest Blvd
Stonecrest, GA 30058

Stonecrest Special Land Use Permit

Re: Letter of Intent

Dear Mr. Wheeler;

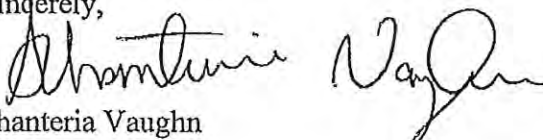
My name is Shanteria Vaughn and I am proposing to open and operate a Childcare Learning Center for more than six children. Currently the property is located at 3174 Miller Road and is zoned residential. The property is located in Dekalb County, Stonecrest, GA. Please accept this letter as my intent to acquire a Special Land Use Permit in order to operate a Childcare Learning Center.

I am an Educator who has worked in the Education Sector for over six years, and have earned my Specialist in Educational Leadership. I have worked with children on various levels and have a sincere passion to help children become the best and brightest learners they can be. As an educator, I have seen first-hand how children who have not received a quality primary education, fall behind once they matriculate to traditional school settings. I endeavor to provide children a firm foundation in their learning, so they are able to achieve continued success. My intention is to immerse the children in Science, Technology, Reading, Engineering, Arts & Mathematics (S.T.R.E.A.M). With a commitment to excellence and knowing what children are required to know once they enter Elementary School, I recognize the need for quality childcare services in the Stonecrest area.

It is my intention to provide a safe, comfortable, and enriching environment for every child enrolled in the Childcare and Learning Center. The Childcare and Learning Center will seek National Accreditation as well as Quality Rated Credentialing to ensure each child is given a successful foundation in our Center. We intend to abide by the State Rules and Regulations as specified by Georgia's Bright From The Start, Department of Early Care and Learning.

Thank you for your time and consideration,

Sincerely,

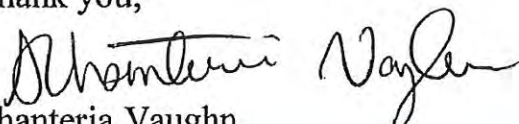

Shanteria Vaughn

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. I will be hosting a meeting to discuss my plans with all of you. Due to the current state of COVID-19 the meeting will be virtually via zoom. The meeting date will be Monday December 21, 2020 at 7:00 p.m. Please be in attendance as I would love to answer any questions you may have, and address any concerns.

Thank you,


Shanteria Vaughn



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Community Meeting Sign in Sheet

Due to the current state of COVID-19 the Sign in sheet has to be completed electronically. Please use your **smart device to scan the QR Code below** OR sign in via **Zoom** Community meeting.

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

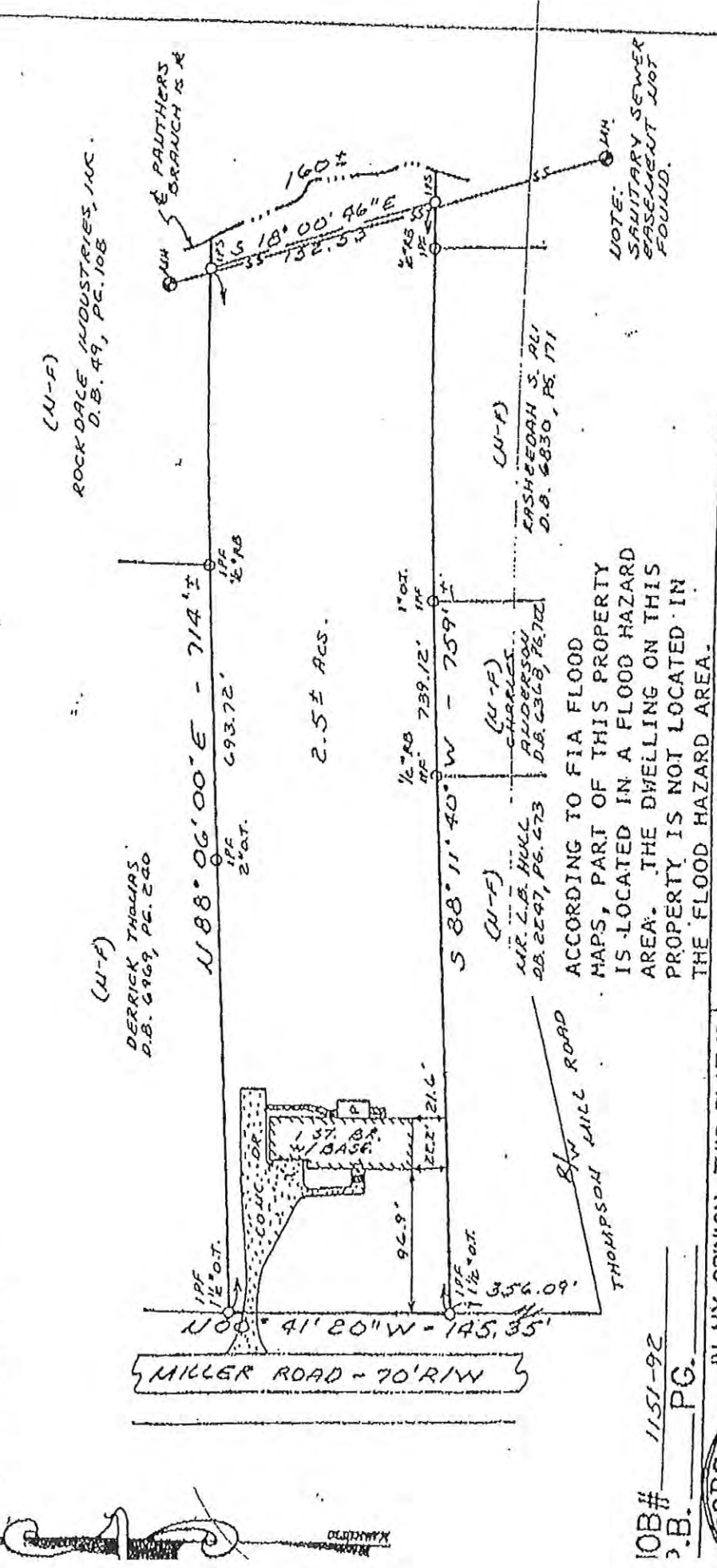
Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

WINNCO, 3174 MILLER RD
 WAS built survey
 3174 miller Road



(U-F)
 ROCKDALE INDUSTRIES, INC.
 D.B. 49, PG. 108

(U-F)
 DERRICK THOMAS
 D.B. 6969, PG. 200

(U-F)
 CASHWOOD S. ALI
 D.B. 6830, PG. 171

(U-F)
 CHARLES RUDERSON
 D.B. 6368, PG. 172

(U-F)
 MR. L.B. HULL
 D.B. 2597, PG. 473

ACCORDING TO FIA FLOOD MAPS, PART OF THIS PROPERTY IS LOCATED IN A FLOOD HAZARD AREA. THE DWELLING ON THIS PROPERTY IS NOT LOCATED IN THE FLOOD HAZARD AREA.

NOTE:
 SANITARY SEWER BASEMENT NOT FOUND.

IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE LAW.



STATE OF GEORGIA
 REGISTERED LAND SURVEYOR
 JAMES M. ALLEN
 E.L.S. #2545

SURVEY FOR:

THE DISCOVERY LEARNING CENTER, INC.

LOT#:	BLOCK:
SUBDIVISION:	167th. DISTRICT
LAND LOT(S):	23
DEAL#	COUNTY, GEORGIA
SCALE:	1" = 100' DATE: 6-29-92

A TOPOON QTS 3-D TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.
 THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT PER 2000 FEET AND AN ANGULAR ERROR OF 0.5 SEC. / ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD.
 THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS MATHEMATICALLY CORRECT

JOB# 1151-92
 P.B. PG.











**Property Owner(s)
Notarized Certification**



The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (if Applicable)	Signature:		Date: 11/4/20	
	Address: 5174 MILLER RD	City, State: ATLANTA, GA	Zip: 30036	
	Phone: 678-615-3436			
	Sworn to and subscribed before me this _____ day of November, 2020			
Property Owner (if Applicable)	Notary Public:			
	Signature:			Date:
	Address:	City, State:		Zip:
	Phone:			
Property Owner (if Applicable)	Sworn to and subscribed before me this _____ day of _____, 20_____			
	Notary Public:			
	Signature:		Date:	
	Address:	City, State:	Zip:	
Property Owner (if Applicable)	Phone:			
	Sworn to and subscribed before me this _____ day of _____, 20_____			
	Notary Public:			



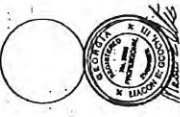
Applicant/Petitioner Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: <u>Shantel Nafar</u>	Date: <u>11/4/20</u>
	Address: <u>5259 Winding Glen Dr.</u> City, State: <u>Lithonia, GA</u>	Zip: <u>30038</u>
	Phone: <u>404-918-0451</u>	
	Sworn to and subscribed before me this <u>4th</u> day of <u>Nov</u> , 20 <u>20</u>	
	Notary Public: 	
Attorney / Agent	Signature: <u>Takeilla Jackson</u>	Date: <u>11-4-20</u>
	Address: <u>600 South Central</u> City, State: <u>Harpsville GA</u>	Zip: <u>30354</u>
	Phone: <u>470 747-6550</u>	
	Sworn to and subscribed before me this <u>4th</u> day of <u>NOV</u> , 20 <u>20</u>	
	Notary Public: 	

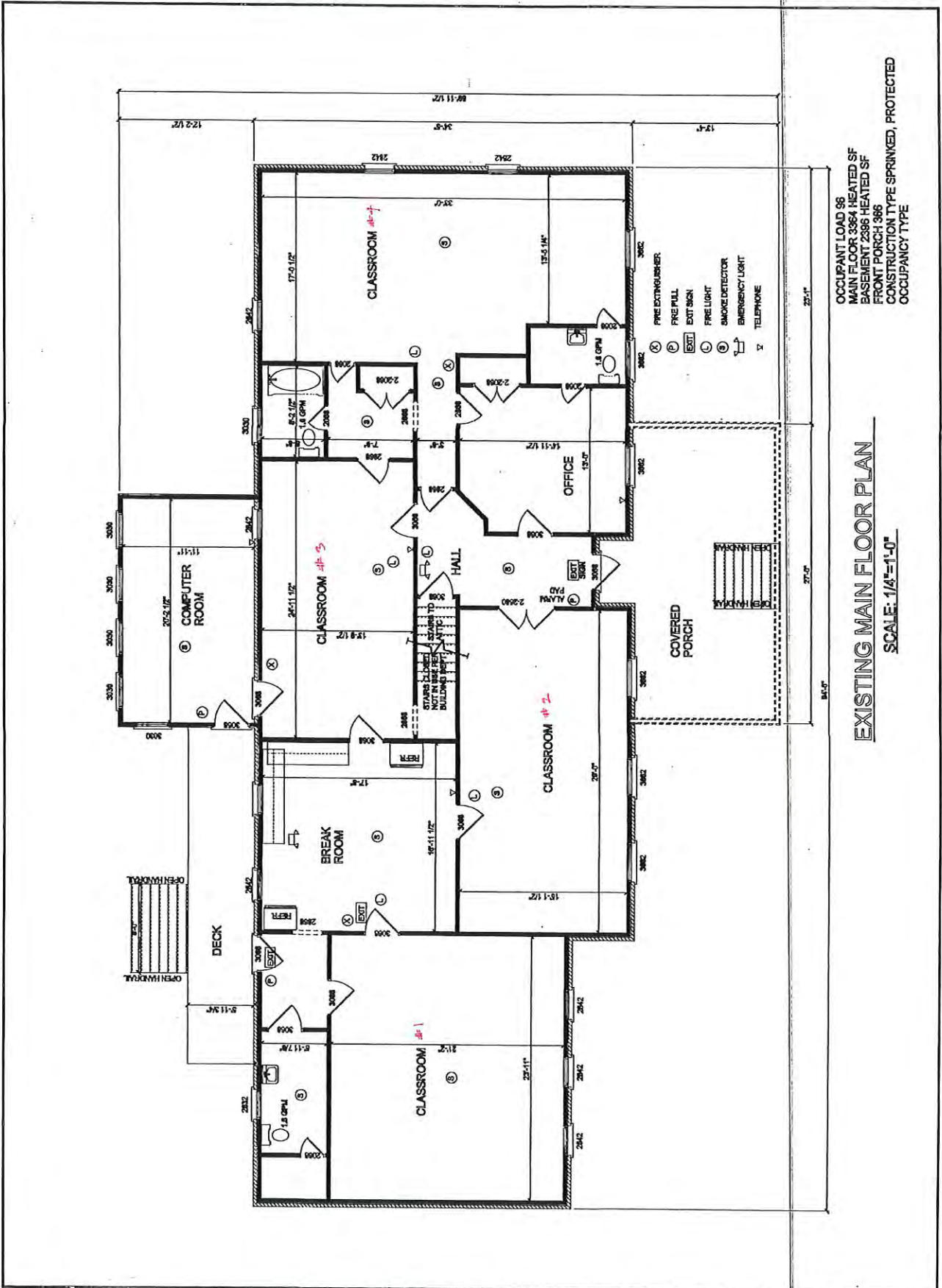
REVISION	DATE	BY	REVISION

MEG
 MCGOUGH ENGINEERING & ARCHITECTURE
 1341 OAKMAN AVENUE
 SUITE 200
 ANN ARBOR, MI 48106
 TEL: 734.769.1100
 FAX: 734.769.1101
 WWW.MEGARCHITECTS.COM



The Wilson Academy
 3174 Main Road
 Livonia, MI 48150
 734.931.1044
 hoodm@the-wilsonacademy.org

PROJECT: **A1**
 SHEET:



OCCUPANT LOAD 96
 MAIN FLOOR 3364 HEATED SF
 BASEMENT 2386 HEATED SF
 FRONT PORCH 366
 CONSTRUCTION TYPE SPRINKLED, PROTECTED
 OCCUPANCY TYPE

EXISTING MAIN FLOOR PLAN
 SCALE: 1/4"=1'-0"

Community Meeting Sign in Sheet

If you wish to sign in electronically, please use your smart device to scan the QR Code below OR sign in via Zoom Community meeting (TBA):

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Shanteria Vaughn

5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. We will be hosting a meeting to discuss our plans with all of you. Due to the current state of COVID-19 our meeting date will be determined at a later date. Please be on the lookout for another notice from us as we would love to answer any questions you may have, and address any concerns.

Thank you,

Shanteria Vaughn

Shanteria Vaughn

(404) 918-0451

The Community Meeting for 3174 Miller Road Stonecrest, Georgia was Monday Dec 21, 2020 07:00 PM Eastern Time. There were five residents in attendance each over the age of 18. I have attached a generated copy of the sign in excel document. In this meeting I discussed my business plans for the property. I asked the residents if they had any concerns with what I informed them on. Later in the meeting, I asked the residents if they had any concerns about the property and I was informed that since the property had been vacant for over a year, many homeless individuals have made the property their home. The residents stated that they were ready for the building to become operable because they are seeing a lot of homeless individuals lingering around and the sight of it is unpleasant for their kids to see. I informed them that I would inform the owner and try to work quickly as possible to get the building up and running.

Timestamp	Resident First Name	Resident Last Name	Resident Address
12/21/2020 19:18:48	Geno	Olivacce	3164 Miller Road
12/21/2020 19:22:26	Cavar	Olivacce	3164 Miller Rd Lithonia GA
12/21/2020 19:24:04	Donna	Innocent	3164 Miller Rd, LITHONIA
12/22/2020 0:15:48	Geno	Olivacce	3164 Miller Road
12/22/2020 11:14:19	Kiana	Collins	5259 Winding Glen Drive S

30038

Ga 30038

Stonecrest, GA 30038

Tuyanna Daniel

From: Alphabet Kids Early Care & Learning Academy <alphakidsecla@gmail.com>
Sent: Friday, January 8, 2021 10:19 AM
To: Tuyanna Daniel; Chris Wheeler
Subject: CORRECTION: 3174 Miller Road Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am sending this email to ask if my former business partner (Dr. Kiki Michelle Singletary Williams) or anyone whose name is not on the paperwork submitted. She previously discussed information with me on the SLUP Application. She is no longer a business partner with my organization and I would like to cease all information shared with her about 3174 Miller Road property if she inquires by phone or any other communications. Thank you for your time and consideration.

Regards,



To: Fax# 470-299-4214
Fax: 470-299-4214
Company: Stonecrest/Dekalb CITY - P&Z

From: CN=Yllander\, Dinah
Fax: B,OU=General Users,OU=Domain
Voice: Users,DC=terracon,DC=com

Date: April 14, 2021
Subject: HN217250 Harmony at Stonecrest Phase I ESA Questionnaire

Comments:

Thank you for your assistance!

- Dinah

GEC

**GEOTECHNICAL
&
ENVIRONMENTAL
CONSULTANTS, INC**

A Terracon COMPANY

April 14, 2021

Via Fax: (470) 299 4214

SUBJECT: Information Questionnaire – Planning & Zoning
 Harmony at Stonecrest
 6600 Old Hillandale Drive
 Stonecrest, Dekalb County Georgia
 GEC Job #HN217250

Attention: Planning & Zoning Specialist
 Stonecrest Planning & Zoning

Geotechnical & Environmental Consultants, Inc. (GEC) is currently conducting a Phase I Environmental Site Assessment (ESA) on the above referenced site located at 6600 Old Hillandale Drive in Stonecrest, Dekalb County, Georgia. The site is located withing Parcel Number 16 120 02 005. For the purposes of our assessment, please mark and/or briefly answer the following questions and return to GEC via fax at 478-757-1608 or email at sferrand@geconsultants.com

1. What is the zoning for the subject property?

2. Are you aware of any zoning restrictions currently on the subject property?
 Yes No If Yes, please elaborate.

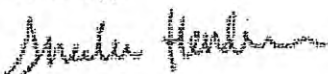
3. Are you aware of any site history, including its past usage and/or any past tenants (i.e. businesses) and their current/former usage of the property? Yes No If Yes, please elaborate.

4. Utilities serving the subject property. Mark all that apply.
 city water well water unknown/do not know
 city sewer septic system
 previous water well on site? previous septic system on site?

5. Are there any records or any known environmental conditions or concerns at the subject property or in the immediate site vicinity? Yes No If Yes, please elaborate.

The subject property is noted on the attached location map. Thank you for your assistance in this matter. If you have any questions or desire any further information, please contact our office.

Sincerely,

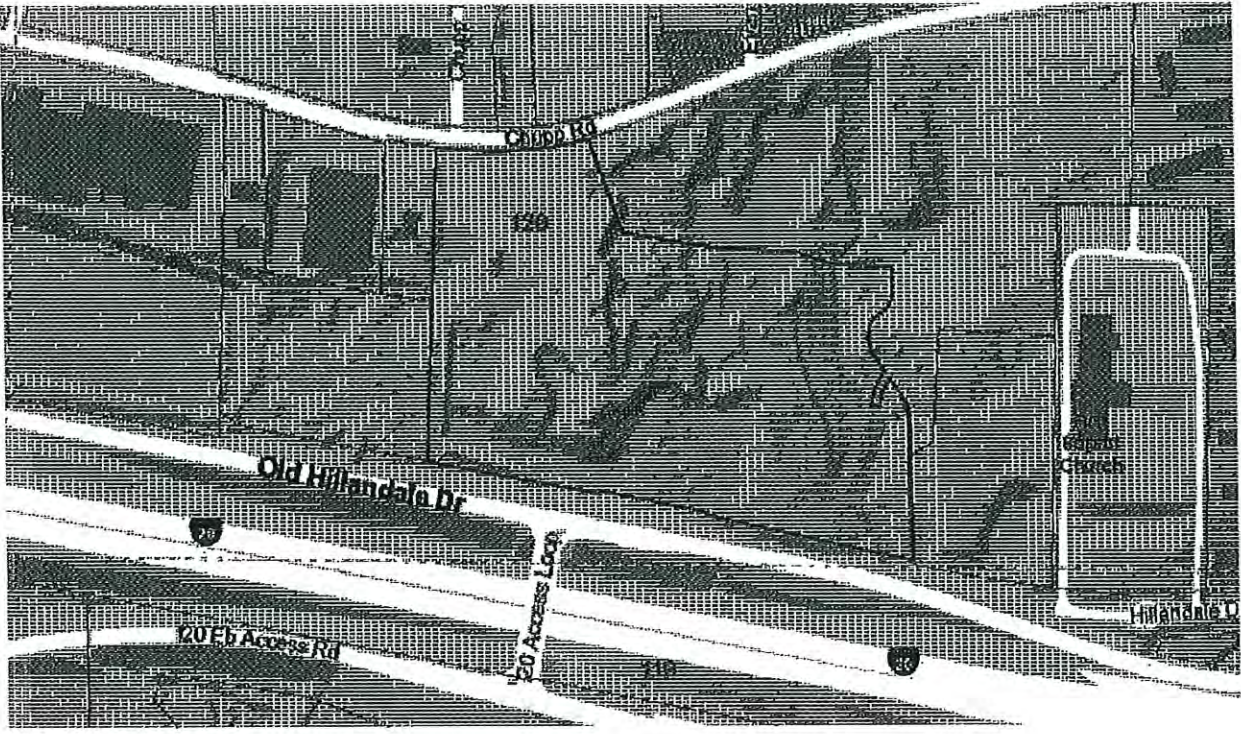


Sheridan Henderson
Environmental Specialist

Form Completed by: _____

Print: _____

Date: _____



GEC



COUNCIL AGENDA ITEM

**SUBJECT: Special Land Use Petition SLUP-21-004
(3301 Corktree Trail, Stonecrest, GA 30058)**

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/18/2021 Work Section: Council Meeting: 05/24/2021

SUBMITTED BY: Jim Summerbell, AICP, Planning and Zoning Director

PURPOSE: This is a Special Land Use Petition SLUP-21-004 (3301 Corktree Trail, Stonecrest, GA 30058) application to operate a personal care home for four residents.

HISTORY: The property site sits in an existing single-family residence; is zoned R-100 (Medium Lot Residential) District; in accordance with Sec.4.2.31 and 4.2.41 of the Stonecrest Zoning Code.

FACTS AND ISSUES: This item was heard at the 04/06/21 Planning Commission Meeting, and at the 4/26/21 City Council Regular Meeting. The applicant requested a Special Land Use Permit to operate a personal care home for four residents. The Planning Commission recommend approval of the application with conditions. Those conditions are located in the April 6th Staff Report. City Council deferred decision on the case at their 4/26/21 Regular Meeting for further review. Based on further review, staff recommendations remain unchanged for APPROVAL with Conditions, in agreement with the recommendations of the Planning Commission.

OPTIONS: Approve/Deny/Approve with Conditions/Defer

RECOMMENDATED ACTION: Approve in accordance with the Planning Commission unanimous **APPROVAL of SLUP-21-004** at their April 6th meeting.

ATTACHMENTS:

- # 1 04/06/21 Staff Report
- # 2 04/06/21 SLUP-21-004 Application
- # 3 04/06/21 Power Point Presentation



CITY COUNCIL AGENDA ITEM

SUBJECT: Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002 (3174 Miller Road) – Request Approval

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 04/20/2021 Work Section: Council Meeting: 04/26/2021

SUBMITTED BY: Jim Summerbell, Planning and Zoning Director

PURPOSE: This is a **Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002** application to operate a child day care center.

HISTORY: The property is an existing facility and is zoned R-100 (Medium Lot Residential) District.

FACTS AND ISSUES: This item was heard at the 02/02/21 Planning Commission Meeting. The applicant requested a **Zoning Petition RZ-21-002 & Special Land Use Petition SLUP-21-002** to operate a child day care center. The Planning Commission recommend approval of the application. The petition was heard at the March 22nd City Council meeting.

OPTIONS: Approve; Deny; or make Alterative conditions

RECOMMENDATED ACTION:

Planning Commission recommended unanimously the Approval to operate a child day care center at the March 2nd meeting.

ATTACHMENTS:

- # 1 04/26/21 Staff Report
- # 2 02/02/21 Staff Report
- # 3 02/02/21 Zoning Petition RZ-21-002/Special Land Use Petition SLUP-21-002 Application
- # 4 02/02/21 Power Point Presentation



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Mayor and City Council Meeting April 26, 2021

GENERAL INFORMATION

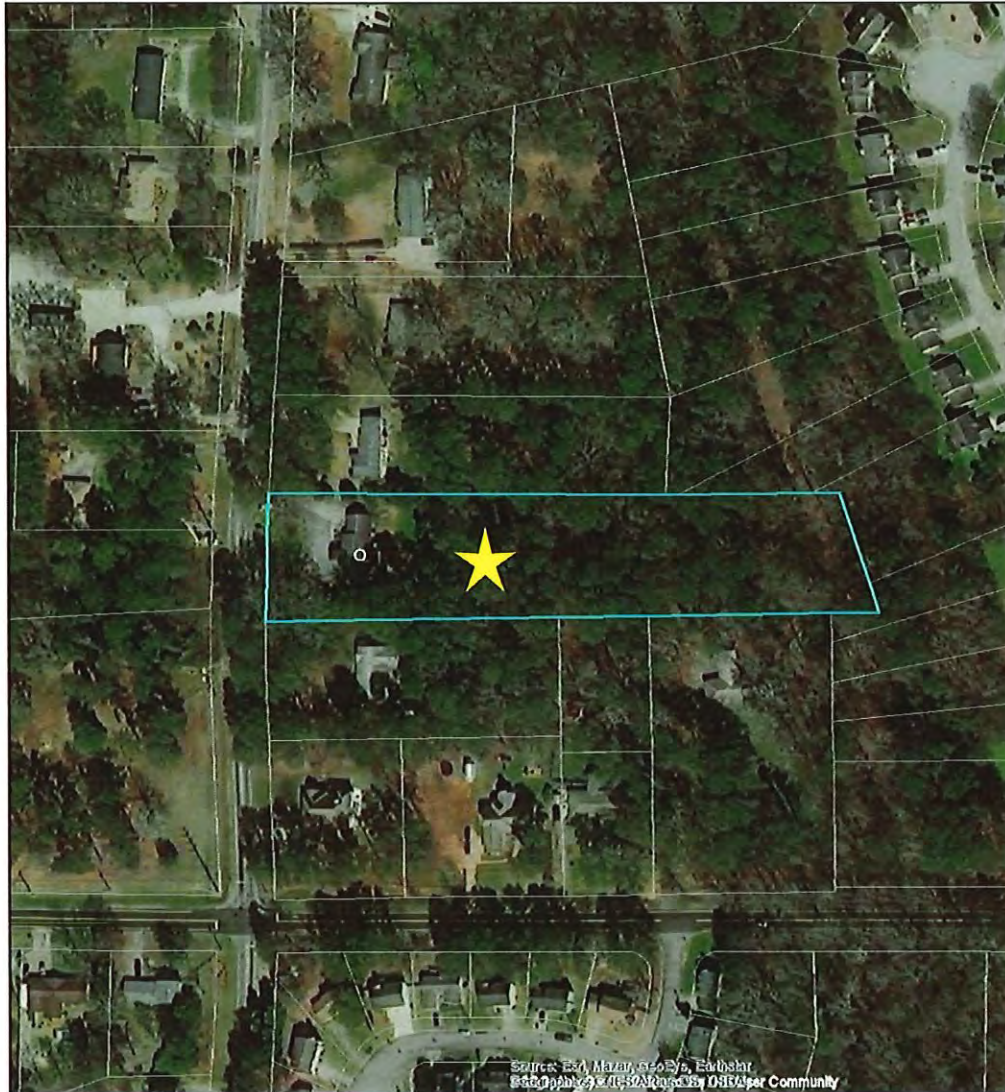
Petition Number:	RZ-21-002 / SLUP-21-002
Applicant:	Alphabet Daycare c/o Shanteria Vaughn
Owner:	Wilson Academy Incorporated
Project Location:	3174 Miller Rd
District:	District 4
Acreage:	1.66 acres
Existing Zoning:	R-100 (Residential Med Lot) District
Proposed Zoning:	RSM (Small Lot Residential Mix) District
Comprehensive Plan Community: Area Designation	Urban Neighborhood
Proposed Development/Request:	The applicant is requesting to rezone the subject properties from R-100 to RSM (Small Lot Residential Mix) District and Special Land Use permit to operate a Child Day Care Center.
Staff Recommendations:	Approval with conditions
Planning Commission:	Approval with conditions



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Aerial Map



ZONING CASE: **RZ-21-001/SLUP-21-002**

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

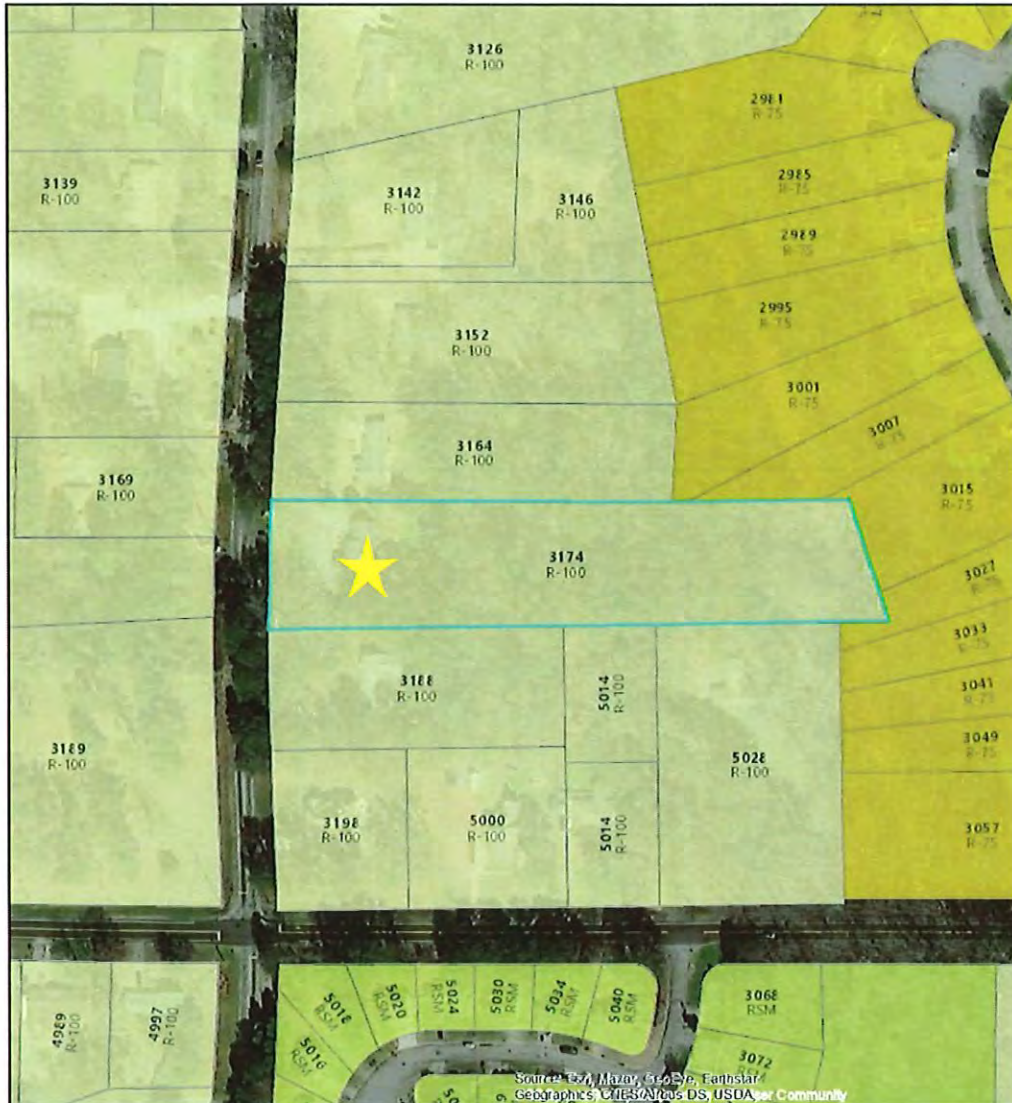
0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Zoning Map



ZONING CASE: RZ-21-001/SLUP-21-002

ADDRESS: **3174 Miller Road**

CURRENT ZONING: **R-100 (Residential Med Lot) District**

FUTURE LAND USE: **Urban Neighborhood**



Subject Property

0 0.025 0.05 mi



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

PROJECT OVERVIEW

Location

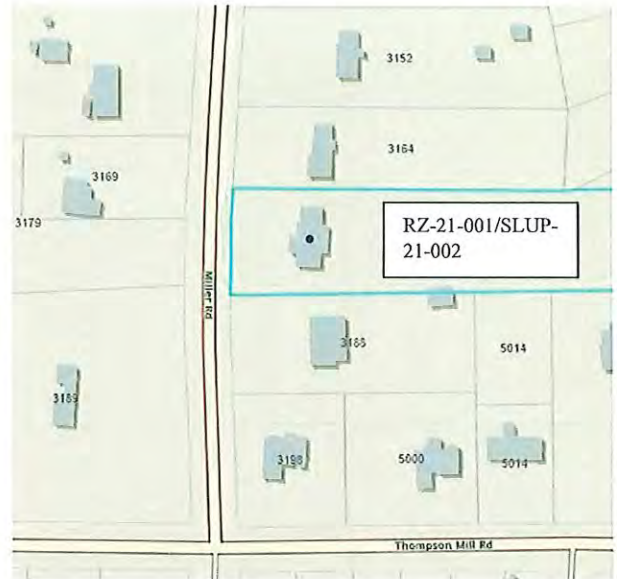
The subject property is located at 3174 Miller Road. The property is approximately 378 feet north of Miller Road and Thompson Mill Rd intersection.

The property is bounded by Miller Road to the west and single family homes to the north, south and east. Woodgrove residential subdivision is located to the east.

Background

Currently, the property has kept its original zoning classification of R-100 under Stonecrest Zoning Ordinance. The subject property was previously used for the Wilson Academy. The Wilson Academy is a private school for K-12 school aged children.

The property has an existing detached single-family home located on the property. The topography of the property is characterized as being even throughout.





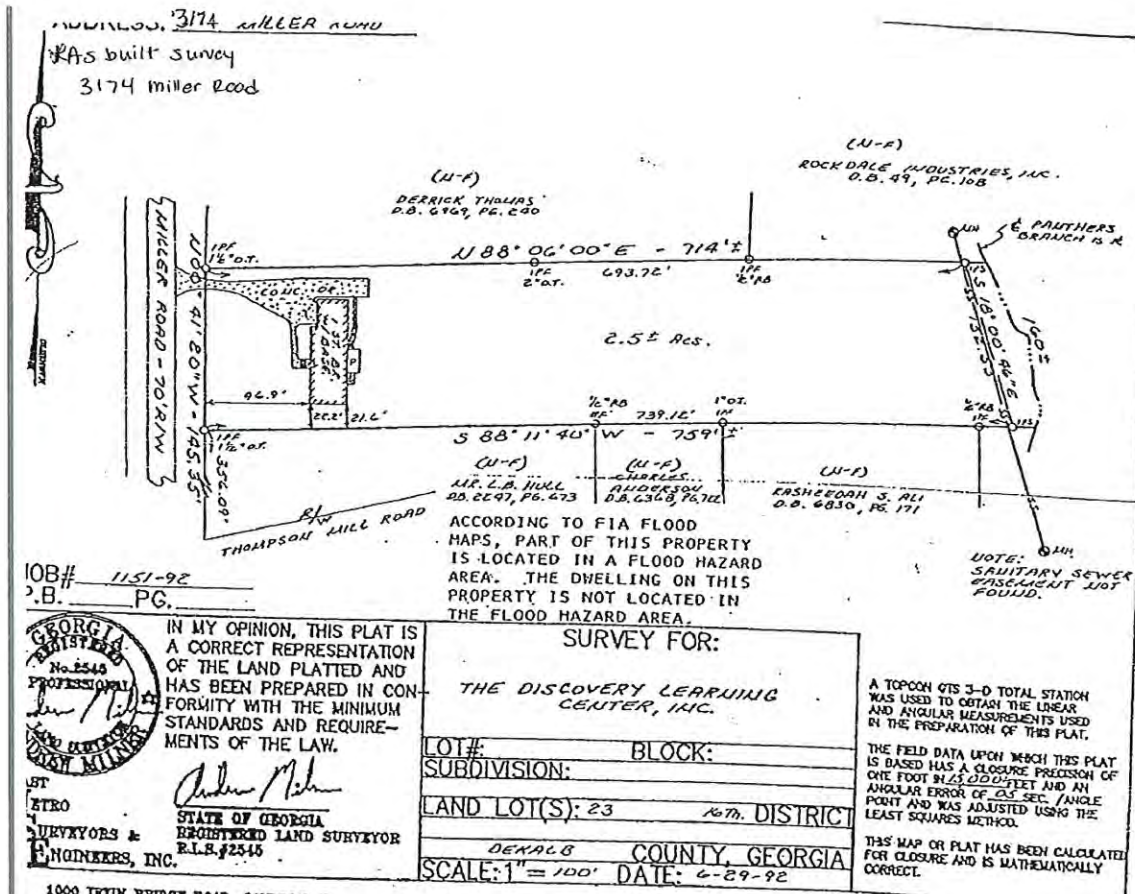
PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Rezoning Request

The applicant is requesting to rezone the subject property from R-100 to RSM (Small Lot Residential Mix) District to operate a child daycare center. The daycare center will run out of the existing 5,000 square foot building. The applicant has submitted a second application (SLUP) for the permit to use the daycare. The applicant intends to supervise children ages infant to ten (10) years old.

Conceptual Site Plan





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Proposed Elevations





PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002



Public Participation

Property owners within 500 feet of subject property were mailed notices of the proposed rezoning in January. The community meeting was held on December 21st 2020, at 7:00 pm via zoom.com. Several residents show up at the community meeting regarding the rezoning application and special land use permit application. There were several concerns from residents regarding the homeless residing in the vacant building. Many residents express a desire for a business to start operating on the property.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STANDARDS OF REZONING REVIEW

Section 7.3.4 of the Stonecrest Zoning Ordinance list eight factors to be considered in a technical review of a zoning case completed by the Community Development Department and Planning Commission. Each element is listed with staff analysis.

- **Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property or properties.**

As shown in the table below, the subject property is surrounded by low density housing. * Please see the map below table

Adjacent & Surrounding Properties	Zoning (Petition Number)	Land Use	Density Non-Residential (SF/Acre) Residential (Units/Acre)
Applicant	Proposed: RSM	Educational	5,000 SF/Acre
Adjacent: North	R-100 (Residential Med Lot) District	Residential (Detached Single Family Home)	1.0 unit/acre
Adjacent: West	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a
Adjacent: East	R-75 (Residential Med Lot) District	Residential (Parks of Stonecrest)	4-8 units/acre
Adjacent: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	1.0 units/acre
Nearby: South	R-100 (Residential Med Lot) District	Residential (Detached Single-Family Home)	n/a

The proposed change in zoning would permit a use that would be suitable in view and development of the nearby properties. The RSM Zoning classification would allow operation of a daycare, which would be similar to the previous use.

- **Whether the zoning proposal is in conformity with the policy and intent of the comprehensive plan.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The subject property is located within the Urban Neighborhood character area of the Stonecrest Comprehensive Plan. The character area intends to limit small-scale goods and services to meet the needs of the surrounding residents.

The proposed zoning is in an area transitioning from low-density housing to medium density housing. The current character of the area shows many of the surrounding properties to be single-family detached. The proposed zoning change and development of institutional use would be in keeping with the policy and intent of the comp plan.

- **Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.**

The property is currently zoned R-100, which permits the development of detached single-family home development with a minimum lot size of 15,000 square feet. The property does have reasonable economic use as currently zoned. The property sits along Miller Road, which is a collector road in a suburban neighborhood.

- **Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property or properties.**

The proposed zoning proposal is not anticipated to have a negative impact on the existing use or usability of adjacent or nearby properties. Staff believes the suggested zoning for a daycare would complement the area by allowing the surrounding residential development access to small scale goods and services.

- **Whether there are other existing or changing conditions affecting the use and development of the property, which gives supporting grounds for either approval or disapproval of the zoning proposal.**

There are no changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal. There are existing conditions that would provide supporting grounds for approval of the zoning change as the property was previous use for a private school.

- **Whether the zoning proposal will adversely affect historic buildings, sites, districts, or archaeological resources.**

There are currently no historic buildings, sites, districts, or archaeological resources on the subject property.

- **Whether the zoning proposal will result in a use that will or could cause excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.**

Access to the property will be Miller Road, which is a collector road that staff believes would have the traffic capacity to handle the volume of traffic generated by the zoning change. The zoning proposal will not cause an excessive or burdensome on utilities as Dekalb County states the property has the sewer capacity for the intended use. The proposed use will not have harmful or oppressive use of schools.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

- Whether the zoning proposal adversely impacts the environment or surrounding natural resources.

The zoning proposal will not adversely impact the environment or surrounding natural resources.

**The applicant submitted special land use permit application in support of the request zoning change for a specific use.*

CRITERIA OF REVIEW

Section 7.4.6 of the Stonecrest Zoning Ordinance list twenty factors to be considered in a technical review of a special land use permit completed by the Community Development Department and Planning Commission. Each criterion is listed with staff analysis.

- A. Adequacy of the size of the site for the use contemplated and whether or not the adequate land area is available for the proposed use including the provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located.**

The approximately 5,000 square foot residence on 3 acres is adequate for the operation of a child daycare facility.

- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district.**

The proposed daycare is compatible with the adjacent properties and land use with other surrounding uses.

- C. Adequacy of public services, public facilities, and utilities to serve the proposed use.**

There are adequate public services, public facilities, and utilities to sever the proposed use.

- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area.**

Miller Road classified as minor arterial, and the Planning Staff believes little or no impact on the public streets or traffic in the area.

- E. Whether existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use.**

The existing land use located along the access routes to the site would not be adversely affected by the character of the vehicles of the volume traffic generated by the proposed use. Miller Road is a minor arterial road that is designed to handle the proposed use.

- F. Adequacy of ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of a fire or another emergency.**



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

The existing subject property can be accessed by vehicles via an existing curb cut with a driveway on Miller Road. Emergency vehicles can access the site from the existing driveway.

G. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use.

The proposed use will not create any adverse impact on the adjoining land use by reason of noise, smoke, odor, dust or vibration generated by the proposed use.

H. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use.

Staff believes the proposed use would not have adversely affected the adjoining land use because of the hours of operation.

I. Whether the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use.

Staff believes the nature of the proposed use would not have adversely affected the adjoining property located to the north, south, or east of the subject property.

J. Whether the proposed use is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located.

The proposed use is otherwise consistent with the zoning district classification requirement in which the use is proposed to be located.

K. Whether the proposed use is consistent with the policies of the comprehensive plan.

The proposed use is consistent with the policies of the comprehensive plan. Staff believes a child daycare is the intended small-scale convenience goods or services meant for the area.

L. Whether the proposed use provides for all required buffer zones and transitional buffer zones where required by the regulations of the zoning district in which the use is proposed to be located.

The proposed use does not require buffer or transitional buffers by the zoning district

M. Whether there is adequate provision of refuse and service areas.

An adequate refuse and service area will be provided by the applicant.

N. Whether the length of time for which the special land use permit is granted should be limited in duration.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

Staff believes there is not a compelling reason to limit the special land use duration as the applicant.

- O. Whether the size, scale, and massing of proposed buildings are appropriate in relation to the size of the subject property and in relation to the size, scale, and massing of adjacent and nearby lots and buildings.**

The existing building has the appropriate structure, which is consistent in size, scale, and massing with adjacent and surrounding buildings in the area.

- P. Whether the proposed use will adversely affect historic buildings, sites, districts, or archaeological resources.**

This use will not adversely affect any historic buildings, sites, districts, or archaeological resources.

- Q. Whether the proposed use satisfies the requirements contained within the supplemental regulations for such special land use permits.**

The proposed use submitted site plan submitted to staff has met all the requirements within the supplemental regulation Sec 4.2.19 set forth by the zoning ordinance.

- R. Whether the proposed use will create a negative shadow impact on any adjoining lot or building as a result of the proposed building height.**

The proposed development would not exceed the height of nearby residential structures. The existing building would be similar to the height abutting the property. There will be no negative shadow impact on any adjoining lot.

- S. Whether the proposed use would be consistent with the needs of the neighborhood or the community as a whole, be compatible with the neighborhood, and would not be in conflict with the overall objective of the comprehensive plan.**

The proposed child daycare would be consistent with the neighborhood's needs or the community and would not conflict with the comprehensive plan's overall objective.



PLANNING COMMISSION / MAYOR AND CITY COUNCIL STAFF REPORT

RZ-21-001/SLUP-21-002

STAFF RECOMMENDATION

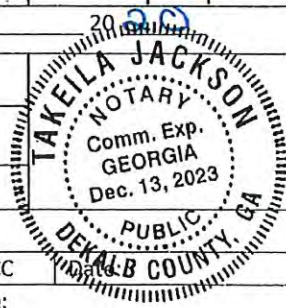
Based on further review, it appears the applicant meets all the criteria for approval. Therefore, staff recommends **APPROVAL** of **RZ-21-002** and **SLUP-21-002** the following conditions:

1. Access shall be limited to the existing curb cut off Miller Rd.
2. All refuse containers shall be screened from public view except during pick up.
3. The applicants shall secure the necessary certification by the State of Georgia, and the license of business required building permits and certificates of occupancy from the city of Stonecrest.
4. The Special Land Use Permit shall be issued to Shanteri Vaughn (operator) to operate a Child Day Care Center and shall not be transferable.



Special Land Use Permit Application

Applicant Information	Name: <u>Shanteria Vaughn</u>		
	Address: <u>5259 Winding Glen Drive</u>		<u>Lithonia, GA 30038</u>
	Phone: <u>404-918-0457</u>	Fax: <u>N/A</u>	Email: <u>alphaKidsca@gmail.com</u>
	Owner's Name: <u>Byron Wilson</u>		
Owner's Address: <u>374 Miller Rd. Lithonia, GA. 30038</u>			
Owner Information	Phone: <u>678-615-3436</u>	Fax: <u>678-615-3503</u>	Email: <u>VShanteria@yahoo.com</u>
	Property Address: <u>3174 Miller Road</u>		Acreage: <u>5</u> 3 acres
	Parcel ID: <u>1602302031</u>		
	Current Zoning Classification: <u>R-100</u>		
	Proposed Use of Property: <u>Childcare Center / Facility</u>		
Property Information	Is this development and/or request seeking any incentives or tax abatement through the City of Stonecrest or any entity that can grant such waivers, incentives, and/or abatements? <input type="radio"/> Yes <input checked="" type="radio"/> No		
	Property Information: <u>The property has obtained its status as a prestigious learning center / academy for 20 plus years.</u>		
	<u>- Spacious - two levels 5,000 sf. on 3 acres</u>		
Affidavit	To the best of my knowledge, this variance application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Stonecrest Zoning Ordinance.		
	Applicant's Name: <u>Shanteria Vaughn</u>		
	Applicant's Signature: <u>Shanteria Vaughn</u>		Date: <u>11/4/20</u>
	Sworn to and subscribed before me this <u>4th</u> Day of <u>Nov</u> 20 <u>20</u>		
Notary	Notary Public: <u>Takeila Jackson</u>		
	Signature: <u>Takeila Jackson</u>		
My Commission Expires: <u>12-13-2023</u>			
<input type="checkbox"/> Application Fee <input type="checkbox"/> Sign Fee <input type="checkbox"/> Legal Fee			
Fee: \$		Payment: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> CC	
<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Conditions <input type="checkbox"/> Denied		Date:	



08-03-2017



Special Land Use Permit Application Checklist

(Incomplete applications will not be accepted)

- Pre-application meeting (A staff signed pre-application form must be submitted with application) 11/2/20 w/ *wheter? Daniels*
 - Completed application with all applicable information
 - Letter of intent
 - Public Participation Plan
 - ~~Environmental Site Analysis Form~~
- Complete and detailed site plan of the proposed use prepared, signed and sealed by an architect, landscape architect or engineer licensed in the State of Georgia, showing the following, as relevant:
 - All buildings and structures proposed to be constructed and their location on the property;
 - Height of proposed building(s);
 - Proposed use of each portion of each building;
 - All driveways, parking areas, and loading areas;
 - Location of all trash and garbage disposal facilities;
 - Setback and buffer zones required in the district in which such use is proposed to be located;
 - Landscaping plan for parking areas; and
 - All additional requirements outlined under page 4 (Site Plan Checklist)
- Written legal description of the property matching the site plan. *"as built survey"*
- Building elevations (attached residential & non-residential). *"pictures of front/back side-side"*
- Signed and notarized affidavits of all owners. Use attached sheet.
- Signed and notarized affidavits of all applicants. Use attached sheet.
- Electronic version of the entirety of your application submittal, saved as a single PDF.

Please respond to the following criteria based on the nature of your request, as required by state law and City of Stonecrest+ Zoning Ordinance (use additional pages where necessary):

Special Land Use Permit Criteria

Analyze the impact of the proposed rezoning and provide a written point-by-point response to the following questions:

- a. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off-street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- b. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district;
- c. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- d. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestion in the area;
- e. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- f. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;
- g. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;
- h. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

3174 Miller Road

Stonecrest, GA. 30038

Special Land Use Permit Criteria

- A. Adequacy of the size of the site for the use contemplated and whether or not adequate land area is available for the proposed use including provision of all required yards, open space, off street parking, and all other applicable requirements of the zoning district in which the use is proposed to be located;
- The proposed childcare and learning center is 5,760 Sq. Ft., and has suitable parking. The site is adequate for all requirements.
- B. Compatibility of the proposed use with adjacent properties and land uses and with other properties and land uses in the district:
- The proposed childcare and learning center is compatible with the adjacent properties and land uses.
- C. Adequacy of public services, public facilities, and utilities to serve the use contemplated;
- The proposed childcare and learning center is located within a residential neighborhood, and there is adequate access to public services, public facilities and all utilities.
- D. Adequacy of the public street on which the use is proposed to be located and whether or not there is sufficient traffic-carrying capacity for the use proposed so as not to unduly increase traffic and create congestions in the area;
- The proposed childcare and learning center is located on Miller Road; Miller Road is a local street and there should be no impact on the traffic patterns.
- E. Whether or not existing land uses located along access routes to the site will be adversely affected by the character of the vehicles or the volume of traffic generated by the proposed use;
- The proposed childcare and learning center use will not affect any preexisting sites or land uses along the route to the site.

F. Ingress and egress to the subject property and to all proposed buildings, structures, and uses thereon, with particular reference to pedestrian and automotive safety and convenience, traffic flow and control, and access in the event of fire or other emergency;

-The proposed childcare and learning center is safely accessed by automotive vehicles, access is convenient as there is no problem with traffic flow and control; access during any emergency event such as fire is open.

G. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of noise, smoke, odor, dust, or vibration generated by the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land by noise, smoke, odor, dust, or vibration generated by the use of the proposed.

H. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the hours of operation of the proposed use;

-The proposed childcare and learning center will operate during the hours of 6AM – 7PM, Monday through Friday, and will not create adverse impacts on any adjoining land because all services will be provided inside the center.

I. Whether or not the proposed use will create adverse impacts upon any adjoining land use by reason of the manner of operation of the proposed use;

-The proposed childcare and learning center will not create any adverse impacts on any adjoining land use due to the manner of operation.

J. Whether or not the proposed plan is otherwise consistent with the requirements of the zoning district classification in which the use is proposed to be located;

-The proposed childcare and learning center is zoned Residential. A Special Land Use Permit is required for the operation for more than six children.

K. Whether or not the proposed use is consistent with the policies of the comprehensive plan;

-The proposed childcare and learning center will be consistent with policies of the "Stonecrest Comprehensive Plan 2038"; the comprehensive plan state Policy CF-6 "Ensure that community facilities or neighborhood schools that are no longer utilized for their

-The proposed building satisfies the requirements due to it being a residential building that will be converted into a childcare and learning center.

R. Whether or not the proposed building as a result of its proposed height will create a negative shadow impact on any adjoining lot or building;

-The proposed building is a one-story building and does not create a negative shadow impact on any adjoining lot or building.

S. Whether the proposed use would result in a disproportionate proliferation of that or similar uses in the subject character area; and

-The proposed should not result in a disproportionate proliferation of this similar service.

T. Whether the proposed use would be consistent with the needs of the neighborhood or to the community as a whole, be compatible with the neighborhood;

-The proposed childcare and learning center would be consistent with the needs of the neighborhood and community as a whole, the childcare and learning center would provide a needed service to children within the community who deserve a high-quality education.



Campaign Disclosure Statement

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a member of the City of Stonecrest City Council or a member of the City of Stonecrest Planning Commission?

Yes No

Applicant / Owner	Signature: <i>Chamber Nayan</i>
	Address: <i>5259 Winding Glen Dr. Lithonia, GA. 30038</i>
	Date: <i>11/04/2020</i>

If you answered yes above, please complete the following section:

Date	Government Official	Official Position	Description	Amount

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Mr. Christopher Wheeler
Planning and Zoning Director
City of Stonecrest
3120 Stonecrest Blvd
Stonecrest, GA 30058

Stonecrest Special Land Use Permit

Re: Letter of Intent

Dear Mr. Wheeler;

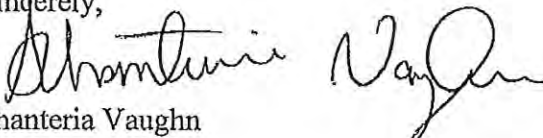
My name is Shanteria Vaughn and I am proposing to open and operate a Childcare Learning Center for more than six children. Currently the property is located at 3174 Miller Road and is zoned residential. The property is located in Dekalb County, Stonecrest, GA. Please accept this letter as my intent to acquire a Special Land Use Permit in order to operate a Childcare Learning Center.

I am an Educator who has worked in the Education Sector for over six years, and have earned my Specialist in Educational Leadership. I have worked with children on various levels and have a sincere passion to help children become the best and brightest learners they can be. As an educator, I have seen first-hand how children who have not received a quality primary education, fall behind once they matriculate to traditional school settings. I endeavor to provide children a firm foundation in their learning, so they are able to achieve continued success. My intention is to immerse the children in Science, Technology, Reading, Engineering, Arts & Mathematics (S.T.R.E.A.M). With a commitment to excellence and knowing what children are required to know once they enter Elementary School, I recognize the need for quality childcare services in the Stonecrest area.

It is my intention to provide a safe, comfortable, and enriching environment for every child enrolled in the Childcare and Learning Center. The Childcare and Learning Center will seek National Accreditation as well as Quality Rated Credentialing to ensure each child is given a successful foundation in our Center. We intend to abide by the State Rules and Regulations as specified by Georgia's Bright From The Start, Department of Early Care and Learning.

Thank you for your time and consideration,

Sincerely,

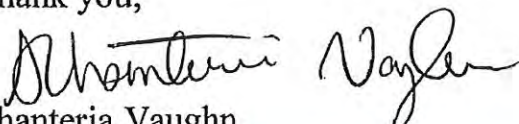

Shanteria Vaughn

Shanteria Vaughn
5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. I will be hosting a meeting to discuss my plans with all of you. Due to the current state of COVID-19 the meeting will be virtually via zoom. The meeting date will be Monday December 21, 2020 at 7:00 p.m. Please be in attendance as I would love to answer any questions you may have, and address any concerns.

Thank you,


Shanteria Vaughn



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Community Meeting Sign in Sheet

Due to the current state of COVID-19 the Sign in sheet has to be completed electronically. Please use your **smart device to scan the QR Code below** OR **sign in via Zoom** Community meeting.

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

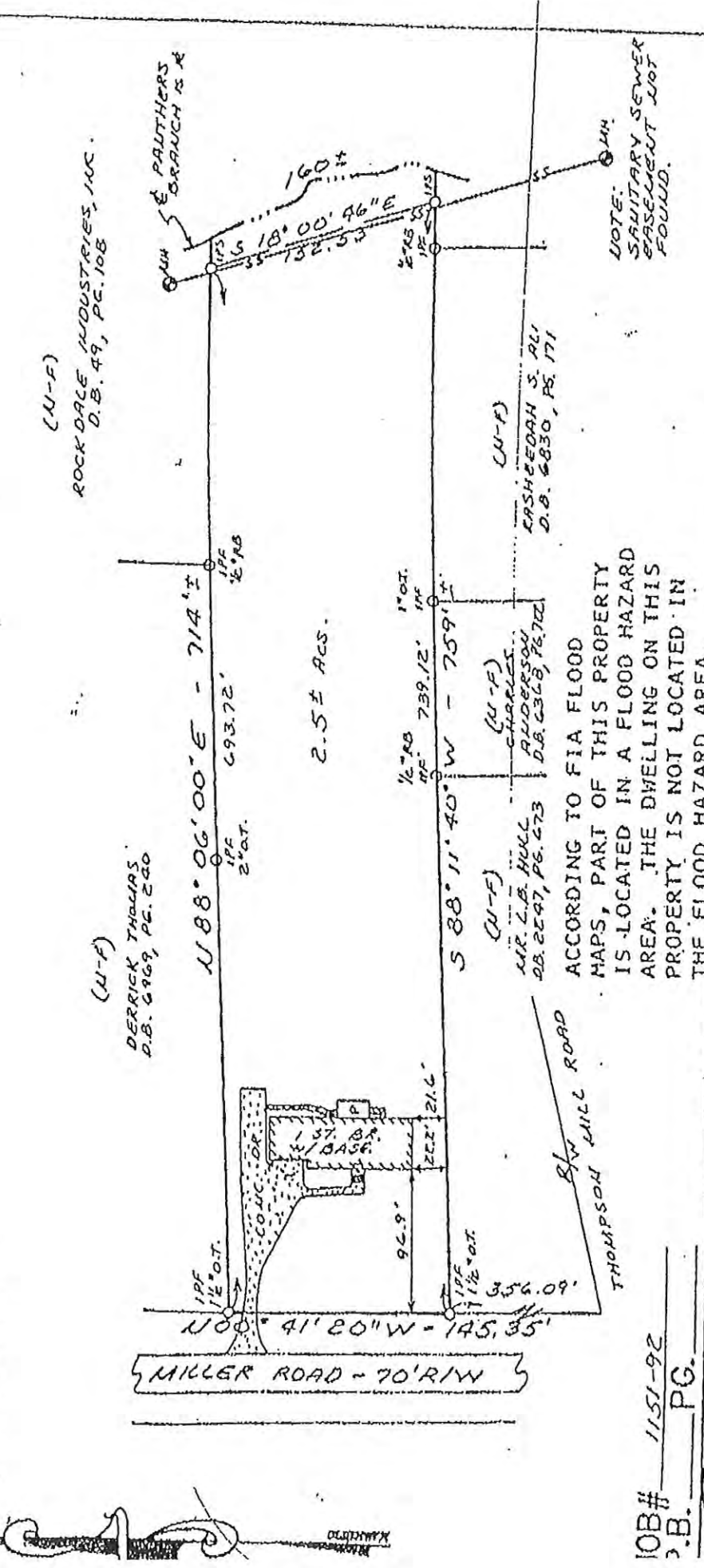
Time: Monday Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

WINNCO, 3174 MILLER RD
 WAS built survey
 3174 Miller Road



IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF THE LAW.

Andrew N. Miller
 STATE OF GEORGIA
 REGISTERED LAND SURVEYOR
 E.L.S. #2545
 PINNACLES, INC.

SURVEY FOR:
 THE DISCOVERY LEARNING CENTER, INC.

LOT#: _____ BLOCK: _____
 SUBDIVISION: _____
 LAND LOT(S): 23 16TH DISTRICT
 DEAL 96 COUNTY, GEORGIA
 SCALE: 1" = 100' DATE: 6-29-92

A TOPOON QTS 3-D TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT PER 200,000 FEET AND AN ANGULAR ERROR OF 0.5 SEC. / ANGLE POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS MATHEMATICALLY CORRECT.

JOB# 1151-92
 P.B. PG.







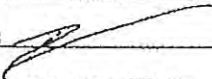

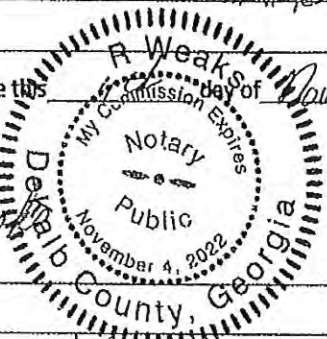






Property Owner(s) Notarized Certification



The owner and petitioner acknowledge that this Land Use Petition application form is correct and complete. By completing this form, all owners of the subject property certify authorization of the filing of the application and authorization of an applicant or agent to act on their behalf in the filing of the application including all subsequent application amendments.

Property Owner (if Applicable)	Signature: 	Date: 11/4/20			
	Address: 5174 MILLER RD	City, State: ATLANTA, GA	Zip: 30036		
	Phone: 678-615-3436				
	Sworn to and subscribed before me this _____ day of <u>November</u> , 20 <u>20</u>				
Property Owner (if Applicable)	Notary Public: 				
	Signature:			Date:	
	Address:			City, State:	Zip:
	Phone:				
Property Owner (if Applicable)	Sworn to and subscribed before me this _____ day of _____, 20_____				
	Notary Public:				
	Signature:	Date:			
	Address:	City, State:	Zip:		
Property Owner (if Applicable)	Phone:				
	Sworn to and subscribed before me this _____ day of _____, 20_____				
	Notary Public:				



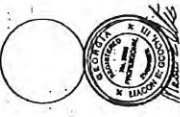
Applicant/Petitioner Notarized Certification

Petitioner states under oath that: (1) he/she is the executor or Attorney-In-Fact under a Power-of- Attorney for the owner (attach a copy of the Power-of-Attorney letter and type name above as "Owner"); (2) he/she has an option to purchase said property (attach a copy of the contract and type name of owner above as "Owner"); (3) he/she has an estate for years which permits the petitioner to apply (attach a copy of lease and type name of owner above as "Owner").

Applicant / Petitioner	Signature: <u>Shantel Najar</u>	Date: <u>11/4/20</u>
	Address: <u>5259 Winding Glen Dr.</u> City, State: <u>Lithonia, GA</u>	Zip: <u>30038</u>
	Phone: <u>404-918-0451</u>	
Sworn to and subscribed before me this <u>4th</u> day of <u>Nov</u> , 20 <u>20</u>		
		
Attorney / Agent	Signature: <u>Takeila Jackson</u>	Date: <u>11-4-20</u>
	Address: <u>600 South Central</u> City, State: <u>Harpsville GA</u>	Zip: <u>30354</u>
	Phone: <u>470 747-6550</u>	
Sworn to and subscribed before me this <u>4th</u> day of <u>Nov</u> , 20 <u>20</u>		
		

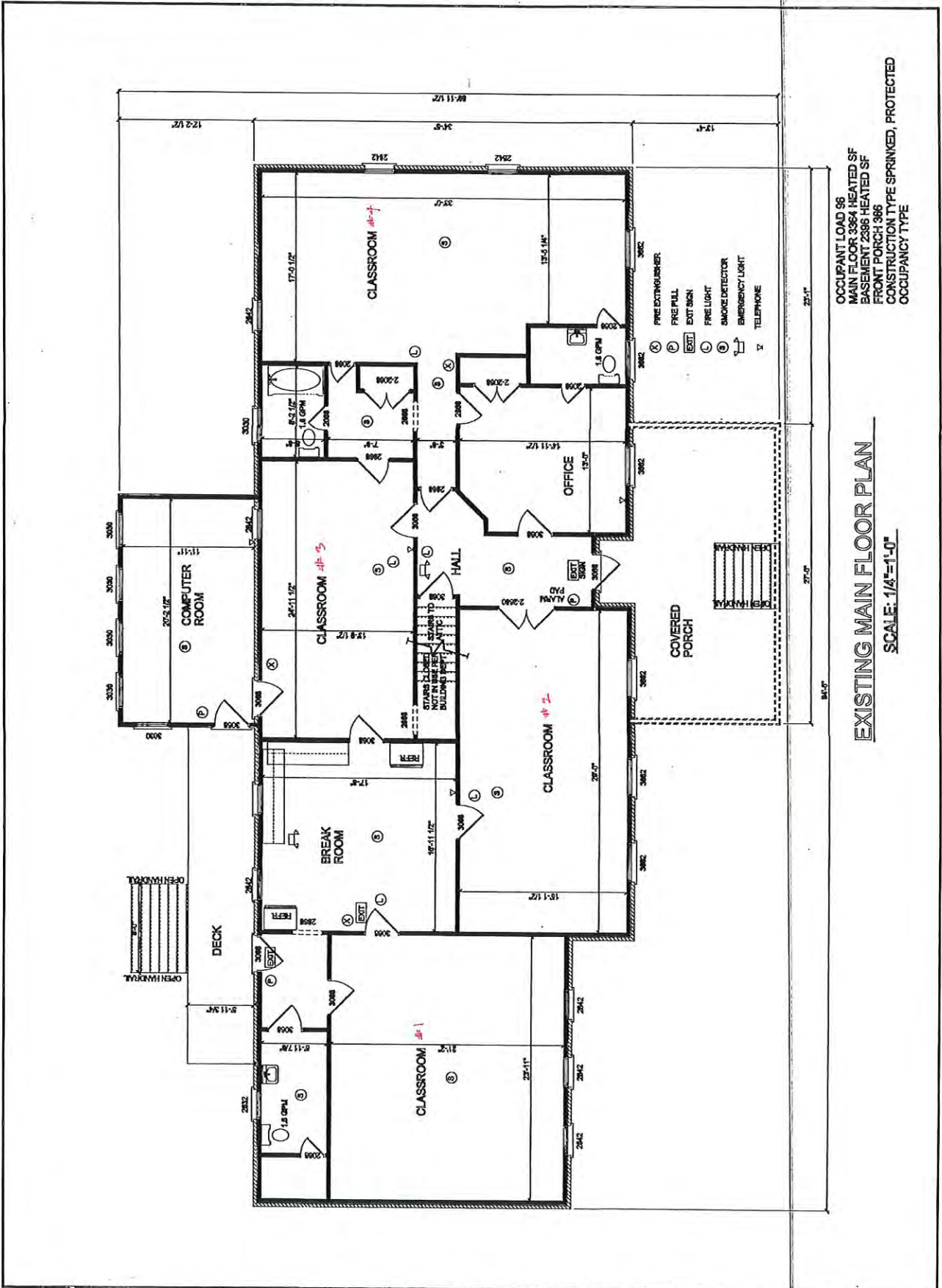
REVISION	DATE	BY	REVISION

MEG
 MCGOUGH ENGINEERING & ARCHITECTURE
 13410 134th Avenue
 Richmond, BC V6V 2G9
 TEL: 604-273-1111
 FAX: 604-273-1111
 WWW.MEG-ARCHITECTURE.COM



The Wilson Academy
 3174 Main Road
 Lynden BC V0G 0G3
 TEL: 250-891-1044
 878-891-1044
 hoodm@the-wilsonacademy.org

A1

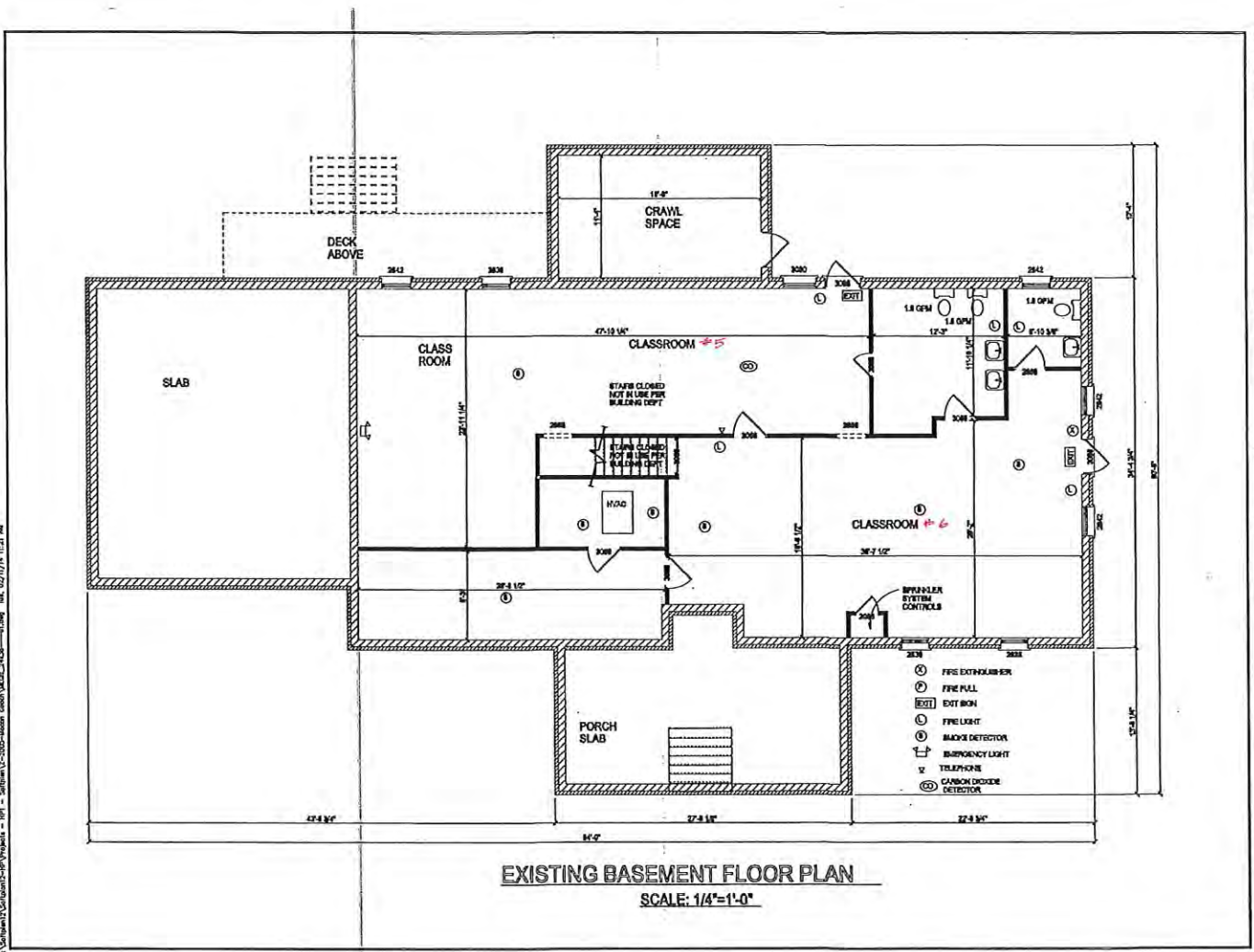


OCCUPANT LOAD 96
 MAIN FLOOR 3354 HEATED SF
 BASEMENT 2386 HEATED SF
 FRONT PORCH 366
 CONSTRUCTION TYPE SPRINKLED, PROTECTED
 OCCUPANCY TYPE

EXISTING MAIN FLOOR PLAN

SCALE: 1/4"=1'-0"

C:\Users\j... \Documents\101 - 301 - 302 - 303 - 304 - 305 - 306 - 307 - 308 - 309 - 310 - 311 - 312 - 313 - 314 - 315 - 316 - 317 - 318 - 319 - 320 - 321 - 322 - 323 - 324 - 325 - 326 - 327 - 328 - 329 - 330 - 331 - 332 - 333 - 334 - 335 - 336 - 337 - 338 - 339 - 340 - 341 - 342 - 343 - 344 - 345 - 346 - 347 - 348 - 349 - 350 - 351 - 352 - 353 - 354 - 355 - 356 - 357 - 358 - 359 - 360 - 361 - 362 - 363 - 364 - 365 - 366 - 367 - 368 - 369 - 370 - 371 - 372 - 373 - 374 - 375 - 376 - 377 - 378 - 379 - 380 - 381 - 382 - 383 - 384 - 385 - 386 - 387 - 388 - 389 - 390 - 391 - 392 - 393 - 394 - 395 - 396 - 397 - 398 - 399 - 400 - 401 - 402 - 403 - 404 - 405 - 406 - 407 - 408 - 409 - 410 - 411 - 412 - 413 - 414 - 415 - 416 - 417 - 418 - 419 - 420 - 421 - 422 - 423 - 424 - 425 - 426 - 427 - 428 - 429 - 430 - 431 - 432 - 433 - 434 - 435 - 436 - 437 - 438 - 439 - 440 - 441 - 442 - 443 - 444 - 445 - 446 - 447 - 448 - 449 - 450 - 451 - 452 - 453 - 454 - 455 - 456 - 457 - 458 - 459 - 460 - 461 - 462 - 463 - 464 - 465 - 466 - 467 - 468 - 469 - 470 - 471 - 472 - 473 - 474 - 475 - 476 - 477 - 478 - 479 - 480 - 481 - 482 - 483 - 484 - 485 - 486 - 487 - 488 - 489 - 490 - 491 - 492 - 493 - 494 - 495 - 496 - 497 - 498 - 499 - 500 - 501 - 502 - 503 - 504 - 505 - 506 - 507 - 508 - 509 - 510 - 511 - 512 - 513 - 514 - 515 - 516 - 517 - 518 - 519 - 520 - 521 - 522 - 523 - 524 - 525 - 526 - 527 - 528 - 529 - 530 - 531 - 532 - 533 - 534 - 535 - 536 - 537 - 538 - 539 - 540 - 541 - 542 - 543 - 544 - 545 - 546 - 547 - 548 - 549 - 550 - 551 - 552 - 553 - 554 - 555 - 556 - 557 - 558 - 559 - 560 - 561 - 562 - 563 - 564 - 565 - 566 - 567 - 568 - 569 - 570 - 571 - 572 - 573 - 574 - 575 - 576 - 577 - 578 - 579 - 580 - 581 - 582 - 583 - 584 - 585 - 586 - 587 - 588 - 589 - 590 - 591 - 592 - 593 - 594 - 595 - 596 - 597 - 598 - 599 - 600 - 601 - 602 - 603 - 604 - 605 - 606 - 607 - 608 - 609 - 610 - 611 - 612 - 613 - 614 - 615 - 616 - 617 - 618 - 619 - 620 - 621 - 622 - 623 - 624 - 625 - 626 - 627 - 628 - 629 - 630 - 631 - 632 - 633 - 634 - 635 - 636 - 637 - 638 - 639 - 640 - 641 - 642 - 643 - 644 - 645 - 646 - 647 - 648 - 649 - 650 - 651 - 652 - 653 - 654 - 655 - 656 - 657 - 658 - 659 - 660 - 661 - 662 - 663 - 664 - 665 - 666 - 667 - 668 - 669 - 670 - 671 - 672 - 673 - 674 - 675 - 676 - 677 - 678 - 679 - 680 - 681 - 682 - 683 - 684 - 685 - 686 - 687 - 688 - 689 - 690 - 691 - 692 - 693 - 694 - 695 - 696 - 697 - 698 - 699 - 700 - 701 - 702 - 703 - 704 - 705 - 706 - 707 - 708 - 709 - 710 - 711 - 712 - 713 - 714 - 715 - 716 - 717 - 718 - 719 - 720 - 721 - 722 - 723 - 724 - 725 - 726 - 727 - 728 - 729 - 730 - 731 - 732 - 733 - 734 - 735 - 736 - 737 - 738 - 739 - 740 - 741 - 742 - 743 - 744 - 745 - 746 - 747 - 748 - 749 - 750 - 751 - 752 - 753 - 754 - 755 - 756 - 757 - 758 - 759 - 760 - 761 - 762 - 763 - 764 - 765 - 766 - 767 - 768 - 769 - 770 - 771 - 772 - 773 - 774 - 775 - 776 - 777 - 778 - 779 - 780 - 781 - 782 - 783 - 784 - 785 - 786 - 787 - 788 - 789 - 790 - 791 - 792 - 793 - 794 - 795 - 796 - 797 - 798 - 799 - 800 - 801 - 802 - 803 - 804 - 805 - 806 - 807 - 808 - 809 - 810 - 811 - 812 - 813 - 814 - 815 - 816 - 817 - 818 - 819 - 820 - 821 - 822 - 823 - 824 - 825 - 826 - 827 - 828 - 829 - 830 - 831 - 832 - 833 - 834 - 835 - 836 - 837 - 838 - 839 - 840 - 841 - 842 - 843 - 844 - 845 - 846 - 847 - 848 - 849 - 850 - 851 - 852 - 853 - 854 - 855 - 856 - 857 - 858 - 859 - 860 - 861 - 862 - 863 - 864 - 865 - 866 - 867 - 868 - 869 - 870 - 871 - 872 - 873 - 874 - 875 - 876 - 877 - 878 - 879 - 880 - 881 - 882 - 883 - 884 - 885 - 886 - 887 - 888 - 889 - 890 - 891 - 892 - 893 - 894 - 895 - 896 - 897 - 898 - 899 - 900 - 901 - 902 - 903 - 904 - 905 - 906 - 907 - 908 - 909 - 910 - 911 - 912 - 913 - 914 - 915 - 916 - 917 - 918 - 919 - 920 - 921 - 922 - 923 - 924 - 925 - 926 - 927 - 928 - 929 - 930 - 931 - 932 - 933 - 934 - 935 - 936 - 937 - 938 - 939 - 940 - 941 - 942 - 943 - 944 - 945 - 946 - 947 - 948 - 949 - 950 - 951 - 952 - 953 - 954 - 955 - 956 - 957 - 958 - 959 - 960 - 961 - 962 - 963 - 964 - 965 - 966 - 967 - 968 - 969 - 970 - 971 - 972 - 973 - 974 - 975 - 976 - 977 - 978 - 979 - 980 - 981 - 982 - 983 - 984 - 985 - 986 - 987 - 988 - 989 - 990 - 991 - 992 - 993 - 994 - 995 - 996 - 997 - 998 - 999 - 1000



<p>MEG</p> <p>MEG CONSULTANTS INCORPORATED 1000 W. 10th Street Tulsa, Oklahoma 74103 Phone: 918.438.1111 Fax: 918.438.1112</p>										
<p>The Wilson Academy David F. Wilson 3174 Miller Road Tulsa, Oklahoma 74103 771-070-8945 078-581-1044 headmaster@wilsonacademy.org</p>										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>DESIGN</td> <td>JCA</td> <td>01/15/14</td> </tr> <tr> <td>DRAWN</td> <td>CAD</td> <td>01/15/14</td> </tr> <tr> <td>CHECKED</td> <td>MKG</td> <td>01/15/14</td> </tr> </table>	DESIGN	JCA	01/15/14	DRAWN	CAD	01/15/14	CHECKED	MKG	01/15/14	<p>PROJECT #</p> <p>SHEET</p> <p style="font-size: 24pt; font-weight: bold; text-align: center;">A2</p>
DESIGN	JCA	01/15/14								
DRAWN	CAD	01/15/14								
CHECKED	MKG	01/15/14								

Community Meeting Sign in Sheet

If you wish to sign in electronically, please use your smart device to scan the QR Code below OR sign in via Zoom Community meeting (TBA):

<https://tinyurl.com/y4yfg73a>



SCAN ME



Shanteria Vaughn is inviting you to a scheduled Zoom meeting.

Topic: Community Meeting for 3174 Miller Road

Time: Dec 21, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://tinyurl.com/y4yfg73a>

Meeting ID: 374 032 4795

Shanteria Vaughn

5259 Winding Glen Drive
Stonecrest, Georgia 30038
(404) 918-0451

Greetings Neighbor,

My name is Shanteria Vaughn and I am interested in opening and operating a Childcare Learning Center. We will be hosting a meeting to discuss our plans with all of you. Due to the current state of COVID-19 our meeting date will be determined at a later date. Please be on the lookout for another notice from us as we would love to answer any questions you may have, and address any concerns.

Thank you,

Shanteria Vaughn

Shanteria Vaughn

(404) 918-0451

The Community Meeting for 3174 Miller Road Stonecrest, Georgia was Monday Dec 21, 2020 07:00 PM Eastern Time. There were five residents in attendance each over the age of 18. I have attached a generated copy of the sign in excel document. In this meeting I discussed my business plans for the property. I asked the residents if they had any concerns with what I informed them on. Later in the meeting, I asked the residents if they had any concerns about the property and I was informed that since the property had been vacant for over a year, many homeless individuals have made the property their home. The residents stated that they were ready for the building to become operable because they are seeing a lot of homeless individuals lingering around and the sight of it is unpleasant for their kids to see. I informed them that I would inform the owner and try to work quickly as possible to get the building up and running.

Timestamp	Resident First Name	Resident Last Name	Resident Address
12/21/2020 19:18:48	Geno	Olivacce	3164 Miller Road
12/21/2020 19:22:26	Cavar	Olivacce	3164 Miller Rd Lithonia GA
12/21/2020 19:24:04	Donna	Innocent	3164 Miller Rd, LITHONIA
12/22/2020 0:15:48	Geno	Olivacce	3164 Miller Road
12/22/2020 11:14:19	Kiana	Collins	5259 Winding Glen Drive S

30038

Ga 30038

Stonecrest, GA 30038

Tuyanna Daniel

From: Alphabet Kids Early Care & Learning Academy <alphakidsecla@gmail.com>
Sent: Friday, January 8, 2021 10:19 AM
To: Tuyanna Daniel; Chris Wheeler
Subject: CORRECTION: 3174 Miller Road Property

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am sending this email to ask if my former business partner (Dr. Kiki Michelle Singletary Williams) or anyone whose name is not on the paperwork submitted. She previously discussed information with me on the SLUP Application. She is no longer a business partner with my organization and I would like to cease all information shared with her about 3174 Miller Road property if she inquires by phone or any other communications. Thank you for your time and consideration.

Regards,



To: Fax# 470-299-4214
Fax: 470-299-4214
Company: Stonecrest/Dekalb CITY - P&Z

From: CN=Yllander\, Dinah
Fax: B,OU=General Users,OU=Domain
Voice: Users,DC=terracon,DC=com

Date: April 14, 2021
Subject: HN217250 Harmony at Stonecrest Phase I ESA Questionnaire

Comments:

Thank you for your assistance!

- Dinah

GEC

**GEOTECHNICAL
&
ENVIRONMENTAL
CONSULTANTS, INC**

A Terracon COMPANY

April 14, 2021

Via Fax: (470) 299 4214

SUBJECT: Information Questionnaire – Planning & Zoning
 Harmony at Stonecrest
 6600 Old Hillandale Drive
 Stonecrest, Dekalb County Georgia
 GEC Job #HN217250

Attention: Planning & Zoning Specialist
 Stonecrest Planning & Zoning

Geotechnical & Environmental Consultants, Inc. (GEC) is currently conducting a Phase I Environmental Site Assessment (ESA) on the above referenced site located at 6600 Old Hillandale Drive in Stonecrest, Dekalb County, Georgia. The site is located withing Parcel Number 16 120 02 005. For the purposes of our assessment, please mark and/or briefly answer the following questions and return to GEC via fax at 478-757-1608 or email at sferrand@geconsultants.com

1. What is the zoning for the subject property?

2. Are you aware of any zoning restrictions currently on the subject property?
 Yes No If Yes, please elaborate.

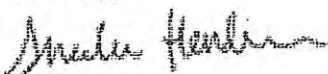
3. Are you aware of any site history, including its past usage and/or any past tenants (i.e. businesses) and their current/former usage of the property? Yes No If Yes, please elaborate.

4. Utilities serving the subject property. Mark all that apply.
 city water well water unknown/do not know
 city sewer septic system
 previous water well on site? previous septic system on site?

5. Are there any records or any known environmental conditions or concerns at the subject property or in the immediate site vicinity? Yes No If Yes, please elaborate.

The subject property is noted on the attached location map. Thank you for your assistance in this matter. If you have any questions or desire any further information, please contact our office.

Sincerely,

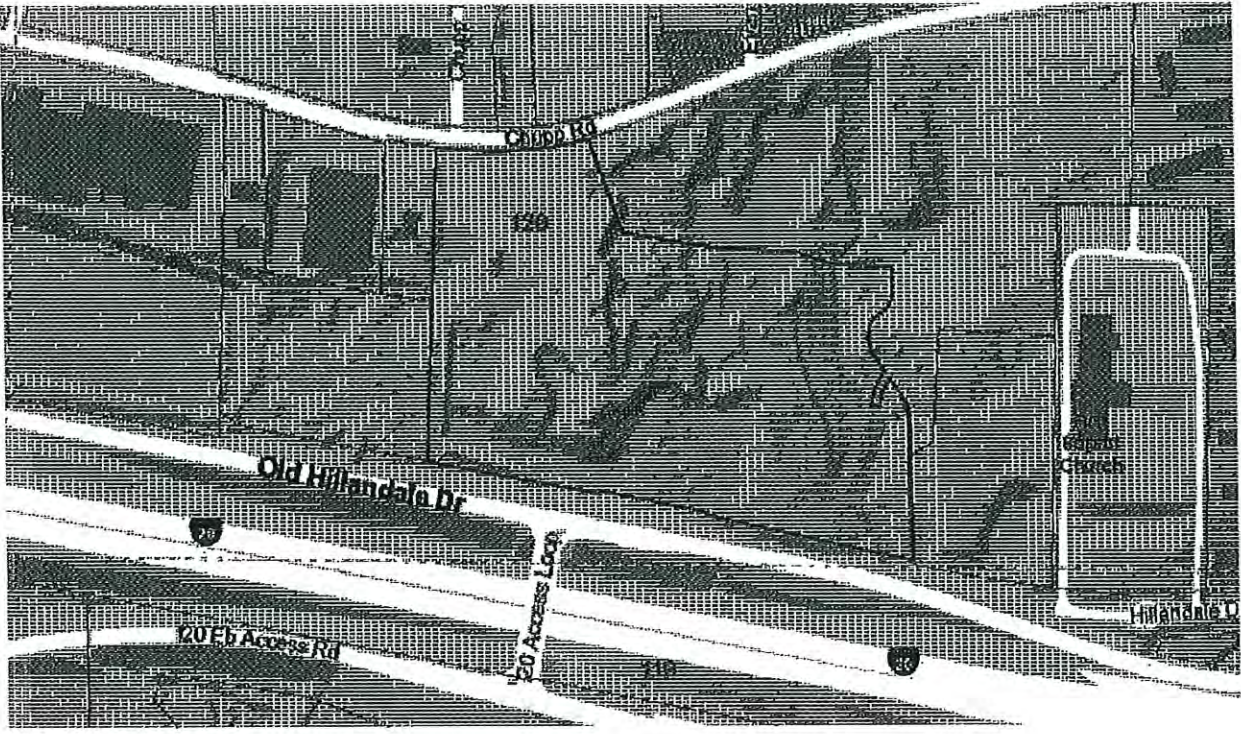


Sheridan Henderson
Environmental Specialist

Form Completed by: _____

Print: _____

Date: _____



GEC



CITY COUNCIL AGENDA ITEM

SUBJECT: Standguard Aquatics, Inc.

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: May 20, 2021 Work Session: Council Meeting: May 24, 2021

SUBMITTED BY: Gia Scruggs, Finance Director

PURPOSE: Purchasing is requesting to modify the agreement with Standguard Aquatics, Inc. The original schedule of services was from May 29, 2021 through September 6, 2021. As part of the Parks and Recreation phased opening plan; the opening date is proposed to be moved to July 4th weekend.

HISTORY: Standguard Aquatics, Inc was awarded the bid to Request for Proposal # 2020-05 on April 6, 2020. Due to COVID-19, the agreement was not executed at that time. There is a modification being requested prior to execution of the agreement.

FACTS AND ISSUES: The original version of the contract included a revenue share of 80/20 with the City of Stonecrest.

The updated proposal is for an 80/20 revenue share for all revenue over \$125,000 for the 2021 Season only. In all future years, the revenue share will return to 80/20.

Original	80/20 on all revenue
Proposed	80/20 on revenue over \$125,000*

Due to the modification of the original fee schedule, Purchasing is seeking Council approval to move forward with this change in the agreement.

OPTIONS: Approve, Deny, Defer

RECOMMENDED ACTION: Approve



CITY COUNCIL AGENDA ITEM

SUBJECT: DMO Contract with Discover DeKalb

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 5/20/21 Work Session: Council Meeting: 5/24/21

SUBMITTED BY: Jonathan Bartlett, Economic Development Director

PURPOSE: The Economic Development Department is seeking approval from Council to enter into a 6-month agreement with Discover DeKalb, to serve as the City's Destination Marketing Organization (DMO).

FACTS AND ISSUES: The City is required to contract with a qualified DMO to remain in compliance with state laws relative to Hotel Motel Tax (HMT). At its April 26, 2021 meeting, Council authorized Staff to pursue a short-term agreement with Discover Dekalb while exploring long-term solutions that could include the creation of a dedicated Stonecrest DMO.

Pursuant to that direction, and in coordination with the City Attorney, the attached contract is presented for Council's review. Your approval will allow the Mayor Pro Tempore to execute this contract on behalf of the City. Escrowed HMT funds will then be transferred to Discover Dekalb, which will be used to market the City. Staff will work with the DMO to ensure those marketing efforts align with Council priorities.

OPTIONS: Approve/Deny/Defer

RECOMMENDED ACTION: Approve

ATTACHMENTS: Draft Contract Agreement with Discover DeKalb

**AGREEMENT BETWEEN
CITY OF STONECREST, GEORGIA, AND
DEKALB CONVENTION AND VISITORS BUREAU, INC.**

THE AGREEMENT made by and between the City of Stonecrest, Georgia, a municipal corporation incorporated under the laws of Georgia , acting by and through its Acting City Manager and City Council (~~hereinafter sometimes referred to as the~~ **“City”**), and the DeKalb Convention and Visitors Bureau, Inc., a non-profit corporation, chartered in the State of Georgia, acting by and through it duly elected Board of Directors (~~hereinafter sometimes referred to as~~ **“CorporationDMO”**), (collectively referred to as **“Parties”**), witnesseth:

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WHEREAS, the City wishes to promote tourism, conventions, and trade shows and wishes to advertise, promote, and encourage the use of all facilities and businesses relating to conventions, trade shows, and tourism, both public and private, within the City, thereby increasing the City’s revenue and creating employment opportunities within the City; and

WHEREAS, the ~~Corporation–DMO~~ is a nonprofit organization under the Georgia Nonprofit Corporation Code and has been recognized as exempt from taxation under Section 501(c)(6) of the Internal Revenue Code. Through its activities, it is anticipated that the ~~Corporation–DMO~~ will plan, conduct, or participate in programs of information and publicity designed to attract or advertise tourism, conventions, or trade shows to and within the City; and

WHEREAS, O.C.G.A. § 48-13-51(b) authorizes municipalities to impose, levy, and collect an excise tax upon the furnishing for value to the public of any room or rooms, lodgings, or accommodations furnished by any person or legal entity licensed by, or required to pay business or occupation taxes to, the municipality for operating a hotel, motel, inn, lodge, tourist camp, tourist cabin, campground, or any other place in which rooms, lodgings, or accommodations are regularly furnished for value; and

WHEREAS, the Georgia General Assembly authorized the City of Stonecrest to levy such taxes at a rate not to exceed eight (8%) pursuant to O.C.G.A. § 48-13-51(b) and Ga. L. 2019, p. 3791; and

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WHEREAS, Chapter 24, Article VIII of the Code of Ordinances for the City provides for the imposition of a hotel occupancy tax of eight percent (8%) of lodging charges on hotels and motels within the City~~the City has levied a tax of 8% pursuant to the provisions of O.C.G.A. § 48-13-51(a)(3)~~ (the “Tax”); and

WHEREAS, the provisions of O.C.G.A. § 48-13-51(a)(3) ~~further~~ require that the amount of the Tax in excess of 3% (the “Expenditures”) be expended for certain purposes stated therein, including but not limited to, promoting tourism, conventions, and trade shows; and

WHEREAS, the Parties desire to make Expenditures in strict compliance with the provisions of O.C.G.A. § 48-13-50, *et seq.*, and for the purpose of promoting conventions, tourism, and trade shows within the City; and

~~**WHEREAS**, the Parties agree that the activities of the Corporation under the Agreement do not constitute the rendition of services to the City, but rather the Agreement constitutes the specified manner of compliance with the above statute for the levying of the Tax and the expenditure of the Expenditures;~~

WHEREAS, the provisions of O.C.G.A. § 48-13-51(a)(3) further require that the expenditure of the Expenditures be made only through a contract or contracts with certain entities stated therein, including, but not limited to, a private sector nonprofit organization; and

WHEREAS, the ~~Corporation-DMO~~ is a private sector nonprofit organization as defined in O.C.G.A. § 48-13-50.2(3) and satisfies all other requirements for an appropriate entity to contract with to make expenditures of the Expenditures; and

WHEREAS, the ~~Corporation-DMO~~ has covenanted and agreed that it shall make expenditures of the Expenditures in accordance with an established budget for those funds (the “Budgeted Funds”) which budget and any amendments or modifications thereof shall be subject to the prior approval of the City.

NOW, THEREFORE, for and in consideration of the mutual obligations herein assumed, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **DESCRIPTION OF SERVICES:** The ~~Corporation-DMO~~ shall provide services to the City as detailed in **Exhibit A**, which is attached hereto and incorporated **by reference** herein. In any conflict between the terms of Exhibit A and this Agreement, this Agreement shall control.
2. **CORPORATION’S DMO’S OBLIGATIONS AND DUTIES:**
 - (a) The ~~Corporation-DMO~~ shall make expenditures of the Tax in the amounts approved by the City as Budgeted Funds, and ~~Corporation-DMO~~ hereby agrees to receive and make expenditures of the Tax in accordance with the terms and conditions set forth herein—~~.~~ Specifically, the Parties agree that the Hotel/Motel tax funds when received by the ~~Corporation-DMO~~ will not be taxable income under either the IRS Code or the Income Tax Code of the State of Georgia. The ~~Corporation-DMO~~ shall notify the IRS and the Georgia

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Revenue Department (if necessary) of this agreement and to seek confirmation of this understanding. If necessary, the Parties agree to amend and modify this agreement in order to preserve the tax-exempt status of the Corporation-DMO and the tax-exempt status of the funds covered by this Agreement.

(b) Corporation-DMO shall submit a budget acceptable to the City showing the planned expenditure of all Expenditures to be received from the City and to maintain accurate records of the expenditure and disposition of such funds, such records to be maintained in accordance with generally accepted accounting principles and in accordance with the requirements of O.C.G.A. § 48-13-51(a)(9). The Corporation-DMO shall make available to the City all such records for inspection and audit by the City, upon City's written request.

(c) The Corporation-DMO shall expend the funds received from the City, as a result of the collection of taxes levied pursuant to O.C.G.A. § 48-13-51, *et seq.*, to plan, conduct, or participate in programs of information and publicity designed to attract or advertise tourism, conventions, or trade shows.

(d) Corporation-DMO shall furnish the following to the City:

A. Certificates of insurance from companies doing business in Georgia and acceptable to the City covering:

1. Statutory Workers' Compensation Insurance, or proof that Corporation-DMO is not required to provide such coverage under state law.
2. Comprehensive Liability Insurance covering all operations and automobiles:
 - a. With limits of \$300,000 for each occurrence of bodily injury – general liability coverage, and with limits of \$100,000 for each person and \$300,000 for each occurrence – automobile liability coverage.
 - b. With limits of \$100,000 for each occurrence of property damage – general liability coverage and automobile liability coverage.
 - c. "Umbrella" or "Excess" coverage cannot be used to reach the limits stated in subparagraphs a and b above.

B. Certificates of Insurance must be executed in accordance with the following provisions:

1. Certificates to contain policy number, policy limits, and policy expiration date of all policies issued in accordance with the agreement;
2. Certificates to contain the locations and operations to which the insurance applies;
3. Certificates to contain Corporation's protective coverage for any subcontractor's operations;
4. Certificates to contain Corporation's contractual insurance coverage;
5. Certificates are to be issued to:

City of Stonecrest, Georgia
3120 Stonecrest Blvd. Suite 190
Stonecrest, GA 30038

6. Certificates referred to in subparagraph 5 above must be mailed to:

City of Stonecrest, Georgia
3120 Stonecrest Blvd. Suite 190
Stonecrest, GA 30038

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- C. ~~Corporation-DMO~~ shall be wholly responsible for obtaining certificates of insurance showing coverage as set forth above for all subcontractors who are engaged in work covered by this Agreement.
- D. ~~Corporation-DMO~~ agrees to carry statutory Workers' Compensation Insurance and to have all subcontractors likewise carry statutory Workers' Compensation Insurance, or provide proof that such coverage is not required under state law.

3. CITY'S OBLIGATIONS AND DUTIES:

~~(a)~~ The City hereby designates the DMO as the City's destination marketing organization for the purposes of O.C.G.A. § 48-13-51(a)(3).

~~(a)(b)~~ The City shall pay to ~~the Corporation-DMO~~ the amount an agreed upon portion of revenues necessary to be spent by the DMO pursuant to Ga. L. 2019, p. 3791; O.C.G.A. § 48-13-15(a)(3), as amended; and under any City ordinance. equal to 100% of the Tax actually collected by it in excess of 3%.

~~(b)(c)~~ City shall pay ~~Corporation-DMO~~ within fifteen (15) calendar days following the end of the month in which the money is collected. The city will retain an administrative charge of three percent (3%) of each total monthly payment.

~~(e)(d)~~ Any penalties assessed against hotel-motels for late payment of the Tax will be retained by the City.

~~(d)(e)~~ The City designates the Acting City Manager as its point of contact, coordinator, and liaison person with ~~Corporation-DMO~~ in the execution of the terms of this Agreement.

4. TERM AND TERMINATION OF AGREEMENT:

- (a) The Effective date of this Agreement is May 15, 2021. This Agreement shall terminate absolutely and without further obligation on the part of Parties at the close of the calendar year in which it was executed and at the close of each succeeding calendar year for which it may be renewed, if renewed.
- (b) This Agreement will be automatically renewed unless either Party elects to terminate the contract on the day of the close of the calendar year in which this agreement is executed or within ninety (90) days after the close of the day of the calendar year in which this agreement is executed, or renewed, if renewed.
- (c) The Agreement shall terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the City under the agreement in accordance with O.C.G.A. § 36-60-13.
- (d) This agreement is not deemed to create a debt of the City for the payment of any sum beyond the calendar year of execution or, in the event of renewal, beyond each calendar year of renewal.
- (e) Except to the extent specifically agreed upon by the Parties, any modification or termination of this Agreement in the manner set forth above or any other modification or termination of this Agreement for whatever cause or under whatever circumstances, shall not relieve or impair the obligations of either party arising prior to the effective date of any such modification or termination. ~~Without limiting the generality of the foregoing, the provisions of Paragraphs I, II, III, V, and VI of this Agreement shall survive its termination~~

~~until the accomplishment of all the requirements imposed by those paragraphs, as they exist as of the date of the termination of this Agreement. By way of illustration, Corporation DMO shall continue to be obligated to devote any and all non-expended Expenditures funds received from the City, and not returned to the City in accordance with the provisions of this Agreement, for the purposes provided in this Agreement and the City shall continue to be obligated to advance funds under Paragraph V of this Agreement for the payment of actual costs incurred or committed to be incurred by Corporation prior to the termination of this Agreement.~~

- (f) This Agreement may be terminated, with or without cause, by either party hereto by the giving of ninety (90) days prior written notice of such termination.
- (g) A material breach of this Agreement shall be cured within 60 business days (“Cure Period”) after a party notifies the other of the breach. In the event the material breach has not been cured within the Cure Period, the non-breaching party can terminate this Agreement by providing the other party with a 30 business days’ notice.

5. RELATIONSHIP OF PARTIES:

- (a) Independent Contractors. Nothing contained herein shall be deemed to create any relationship other than that of independent contractor between the City and Corporation. This Agreement shall not constitute, create, or otherwise imply an employment, joint venture, partnership, agency or similar arrangement between the City and Corporation. It is expressly agreed that ~~Corporation DMO~~ is acting as an independent contractor and not as an employee in providing the Services under this Agreement.
- (b) Employee Benefits. ~~Corporation DMO~~ shall not be eligible for any benefit available to employees of the City including, but not limited to, workers’ compensation insurance, state disability insurance, unemployment insurance, group health and life insurance, vacation pay, sick pay, severance pay, bonus plans, pension plans, or savings plans.
- (c) Payroll Taxes. No income, social security, state disability or other federal or state payroll tax will be deducted from payments made to ~~Corporation DMO~~ under this Agreement. ~~Corporation DMO~~ shall be responsible for all FICA, federal and state withholding taxes and workers’ compensation coverage for any individuals assigned to perform the Services for the City.

- 6. CONFIDENTIALITY:** The City will not for any purpose inconsistent with this Agreement disclose to any third party or use any confidential or proprietary non-public information it has obtained during the term of this Agreement about Corporation’s business, including the terms of this Agreement, operations, financial condition, technology, systems, know-how, products, services, suppliers, clients, marketing data, plans, and models, and personnel. ~~Corporation DMO~~ shall not for any purpose inconsistent with this Agreement or its privacy policy in effect from time to time disclose to any third

party or use any confidential information it received in connection with its performance of the services.

7. **INDEMNIFICATION:**

- (a) The Corporation-DMO agrees to the fullest extent permitted by law, to indemnify and hold harmless the City and its governing officials, agents, employees, and attorneys (collectively, the “City Indemnitees”) from and against all third-party liabilities, demands, losses, damages, costs or expenses (including reasonable attorney’s fees and costs), incurred by any City Indemnitee as a result or arising out of (i) the willful misconduct or negligence of Corporation-DMO in performing the Services or (ii) a material breach by Corporation-DMO of its covenants.
- (b) Corporation-DMO shall be responsible from the Effective date, for all injury or damage of any kind resulting from its work or the work of any subcontractor, or anyone directly or indirectly employed by or under the supervision of any of them, to persons or property, including employees and property of the City.
- (c) In accordance with subsection (a), Corporation-DMO shall exonerate, indemnify, and save harmless the City from and against all claims or actions, and all expenses incidental to the defense of any such claims or actions, based upon or arising out of damage or injury (including death) to person or property caused by or sustained in connection with its performance of this Agreement or the work of any of them or by conditions created thereby or arising out of or in any way connected with work performed under this Agreement and shall assume and pay for, without cost to the City, the defense of any and all claims and actions based on, or arising out of, an act or omission of Corporation, or any subcontractor, or anyone directly or indirectly employed by or under the supervision of any of them. The Corporation-DMO expressly agrees to defend against any claims brought or actions filed against the City where such claim or action involves, in whole or in part, the subject of the indemnity contained herein, whether such claims or actions are rightfully or wrongfully brought or filed.

8. **FORCE MAJEURE:**

Corporation-DMO will be excused from performing the services as contemplated by this Agreement to the extent its performance is delayed, impaired or rendered impossible by acts of God or other events that are beyond Corporation’s reasonable control and without its fault or judgment, including without limitation, natural disasters, war, terrorist acts, riots, acts of a governmental entity (in a sovereign or contractual capacity), fire, storms, quarantine restrictions, floods, explosions, labor strikes, labor walk-outs, extra-ordinary losses utilities (including telecommunications services), external computer “hacker” attacks, global pandemic, and/or delays of common carrier.

9. **DISPUTES:** Pending resolution of any dispute hereunder, the Corporation-DMO shall proceed diligently with the performance of work in accordance with the City’s direction. The Parties do not agree to arbitration or mediation as a method of dispute resolution and reserve the right to a jury trial in case of a dispute arising from this contractual Agreement.

10. GOVERNING LAW AND CONSENT TO JURISDICTION:

This Agreement is made and entered into in the State of Georgia and this Agreement and the rights and obligations of the Parties hereto shall be governed by and construed according to the laws of the State of Georgia without giving effect to the principles of conflicts of laws. The jurisdiction for resolution of any disputes arising from this Agreement shall be in the State Courts of DeKalb County, Georgia.

- 11. NOTICES:** All notices required or permitted to be given hereunder shall be deemed to be properly given if delivered in writing personally or sent by United States certified or registered mail addressed to the ~~Corporation-DMO~~ or the City, as the case may be, with postage thereon fully prepaid. The effective time shall be at the time of mailing.

CORPORATION-DMO

DeKalb Convention and Visitors
Bureau, Inc.
190
1990 Lakeside Parkway, Suite 170
Tucker, Georgia 30084

CITY

____City of Stonecrest
____3120 Stonecrest Blvd. Suite
____Stonecrest, Georgia 30038

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- 12. ATTORNEYS' FEES:** The ~~Corporation-DMO~~ shall pay reasonable attorneys' fees to the City should the City be required to incur attorneys' fees in enforcing the provisions of this Agreement or in the collection of any monies herein required to be paid by the ~~Corporation-DMO~~ to the City.

13. STANDARDS OF PERFORMANCE AND COMPLIANCE WITH APPLICABLE LAWS:

- (a) ~~Corporation-DMO~~ warrants and represents that it possesses the special skill and professional competence, expertise and experience to undertake the obligations imposed by this Agreement. ~~Corporation-DMO~~ agrees to perform in a diligent, efficient, competent and skillful manner commensurate with the highest standards of the profession, and to otherwise perform as is necessary to undertake the services required by this Agreement.
- (b) ~~Corporation-DMO~~ warrants and represents that it will, at all times, observe and comply with all federal, state, local and municipal ordinances, rules, regulations, relating to the provision of the Services to be provided by ~~Corporation-DMO~~ hereunder or which in any manner affect this Agreement.
- (c) Except as expressly set forth in this Agreement, ~~Corporation-DMO~~ disclaims all other representations or warranties, express or implied, made to the City or any other person, including without limitation, any warranties regarding quality, suitability, merchantability, fitness for a particular purpose or otherwise of any services or any good provided incidental to the services provided under this Agreement.

14. WAIVER OF BREACH:

The waiver by either party of a breach or violation of any provision of this Agreement shall not operate or be construed to constitute a waiver of any subsequent breach or violation of the same or other provision thereof.

15. SEVERABILITY:

If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the Agreement, which shall remain in full force and effect, and enforceable in accordance with its terms.

16. INTERPRETATION:

It is the intent of the parties that no portion of this Agreement shall be interpreted more harshly against either of the Parties as the drafter.

17. AMENDMENT OF AGREEMENT:

Modification or changes in this Agreement must be in writing and signed by the parties to this Agreement.

18. COUNTERPARTS:

This Agreement may be executed in multiple counterparts, each of which shall constitute the original, but all of which taken together shall constitute one and the same Agreement. PDF signatures shall constitute original signatures. This Agreement shall be executed in an original and two (2) copies, any one of which may be used for any purpose for which the original may be used.

19. ENTIRE AGREEMENT:

This Agreement which includes the exhibits hereto contains the entire agreement and understanding of the parties with respect to the subject matter hereof, and supersedes and replaces any and all prior discussions, representations and understandings, whether oral or written.

The parties hereto have affixed their hands and seals on this ____ day of _____, 2021.

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DEKALB CONVENTION &
VISITORS BUREAU

(SEAL)

JAMES TSISMANAKIS
Executive Director & CEO

ATTEST:

CITY OF STONECREST

Secretary

JANICE ALLEN JACKSON
Acting City Manager

(SEAL)

Commented [DMM1]: Will need specific approval from the City Council to execute this agreement. Otherwise, after approved by Council, this must be executed by either the Mayor or Mayor Pro Tem

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

EXHIBIT A
STATEMENT OF SERVICES

~~Corporation-DMO~~ agrees to operate a convention and visitors bureau which will enable Stonecrest, Georgia, and the hotels and motels located therein to market the City as a destination for specific inbound groups, increase the occupancy rate of hotel and motel rooms, and promote the development of facilities designed to enhance the growth of the convention, trade show, and tourism industry. ~~Corporation-DMO~~ shall also perform the following:

1. ~~Corporation-DMO~~ will hire and direct staff members whose duties will include the following:
 - a. Develop and implement marketing plans for convention, trade show, and tourism sales.
 - b. Produce and distribute publications in support of facilities and attractions in the City, DeKalb County, and its other cities.
 - c. Implement a tourism program to increase tourist visitation and spending in the City, DeKalb County, and its other cities.
 - d. Make contact with meeting planners and other groups to provide them with information about facilities located in the City, DeKalb County, and its other cities that are available to host their events and make appropriate referrals of such groups to such facilities.
2. ~~Corporation-DMO~~ will require and assure performance of its Annual Marketing Plan, which is on file with the ~~Corporation-DMO~~ and which is incorporated herein by this reference.
3. ~~Corporation-DMO~~ will (a) submit monthly programmatic and financial progress reports indicating its accomplishment of the Program to the City not later than the 15th day of each month for the preceding month and (b) report its accomplishment of the above in the Corporation's annual report and provide copies of all such publications to designated City personnel and to the City Council.
4. ~~Corporation-DMO~~ will use its best efforts to ensure that all funds received under this Agreement are expended for the purposes set forth in this Agreement.



CITY COUNCIL AGENDA ITEM

SUBJECT: Procurement Card Audit Acceptance and Recommendations and Amend the P-card Policy

ORDINANCE **POLICY** **STATUS REPORT**

DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/20/2021 **Work Session:** **Council Meeting: 05/24/2021**

SUBMITTED BY:

PURPOSE:

OPTIONS:

RECOMMENDED ACTION:

ATTACHMENTS:



CITY COUNCIL AGENDA ITEM

SUBJECT: Approval for the Parks & Recreation Department Reopening Plan

ORDINANCE **POLICY** **STATUS REPORT**

DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/04/21 Work Session: 05/10/21 Council Meeting: 05/24/21

SUBMITTED BY: Brandon Riley, Parks and Recreation Director.

PURPOSE: The Parks and Recreation Department is seeking approval from the Mayor and Council on reopening the Parks and the Browns Mill Recreation Center.

FACTS AND ISSUES: As the Parks and Recreation Department works toward a path to recovery from the COVID-19 pandemic, it is essential that we take a thoughtful and methodical approach to reinstating operations that protect public health and safety.

The attached presentation offers a recommended course of action for the City's reopening of the Parks and the Browns Mill Recreation Center including reference to:

➤ **Phase 1**

- Open all passive parks and open spaces areas.
- Usage of Athletic fields groups with permit and COVID 19 action plan
- Open the Browns Mill Recreation with limited capacity.
- Reinstall the outdoor basketball goals.
- **Recommended date: Memorial Day Weekend**

➤ **Phase 2**

- Opening the Aquatic Center following the CDC and DPH guidelines
- Public outdoor events (150 or less) and Indoor public events (50 or less)
- **Recommended date: 4th of July Weekend**

➤ **Phase 3**

- Public outdoor events (300 or less) and Indoor public events (100 or less)
- Open gym at the Browns Mill Recreation Center
- **Recommended date: Labor Day Weekend**

OPTIONS: Approve/Deny/Defer

RECOMMENDED ACTION: Approval

ATTACHMENTS: Parks Presentation and NRPA/CDC COVID-19 Guidelines

A stylized, colorful illustration of a landscape. The foreground features rolling green hills with dark brown soil patches. On the left, there is a green tree, a purple flower, and an orange flower. A red bird is flying in the sky above the tree. The background consists of layered, wavy bands of light blue and white, suggesting a sky or water. The overall style is flat and modern.

City of Stonecrest Parks & Recreation

**Reopening Plan for the Parks and
Recreation Department**

Objective: Reopening Plan for Parks

The Parks and Recreation Department suggesting feedback on providing a phase process for re-opening the park system and returning the Department to full function. This template would be reviewed as we move forward and stay very fluid. Practice of recommended CDC guidelines would be in place. Best practices required and health conditions monitored by the City would be applied.

Phase 1

- Open all passive parks and open spaces areas
- Usage of Athletic fields groups with permit and COVID 19 action plan
- Open the Browns Mill Recreation Center with limited capacity
- Reinstall the outdoor basketball basketball goals

Phase 2

- Open the Aquatic Center following the CDC and DPH guidelines
- Public outdoor events (150 or less) and Indoor public events (50 or less)

(Only if organizers can put safety measures in place during their events and gatherings)

Phase 3

- Public outdoor events (300 or less) and Indoor public events (100 or less)
- Open gym at the Browns Mill Recreation Center with limited capacity

Recommendations:

- CDC Guidelines the National Recreation and Parks Associations uses throughout the country to manage Parks and Recreation centers during COVID.

Reopening plan for the Parks and Recreation Center

- The Parks and Recreation Department suggest a phased process for re-opening the park system and returning the Department to full function. Practice of recommended CDC guidelines would be in place. Best practices required and health conditions monitored by the City would be applied.
- **Phase 1**
 - Open all passive parks and open spaces areas
 - Usage of Athletic fields groups with permit and COVID 19 action plan
 - Open the Browns Mill Recreation center to patrons who are only registered in approved vendor programming.
 - *Recommended start date: Memorial Day Weekend*

Reopening plan for the Parks and Recreation Center

- **Phase 2**

- Opening the Aquatic Center following the CDC and DPH guidelines
- Public outdoor events (150 or less) and Indoor public events (50 or less)
- *Recommended date. 4th of July Weekend*

- **Phase 3**

- Public outdoor events (300 or less) and Indoor public events (100 or less)
- Provide Open gym to the community at the Browns Mill Recreation Center with limited capacity
- *Recommended date. Labor Day Weekend*

The risk of COVID-19 spread at events and gatherings increases as follows:

- **No Risk:** Virtual only activities and gatherings.
- **Low Risk:** Smaller outdoor and in-person gatherings in which individuals from different households remain physically distanced, wear masks, don't share objects and come from the same local area.
- **Medium Risk:** Medium-sized, in-person gatherings that are adapted to allow individuals to remain physically distanced, with attendees coming from outside the local area.
- **High Risk:** Large, in-person gatherings where it is difficult to remain physically distanced and attendees travel from outside the local area.

Open all passive park and open spaces

- **Phase 1**
- **1. Open all passive parks and open spaces areas**
 - Parks and trails allow for physical distancing of at least 6 feet between individuals or household groups.
 - Staff and visitors stay at least 6 feet away from people they don't live with.
 - All staff and visitors wear masks, especially when other social distancing measures are difficult to maintain.

Usage of Athletic fields groups

2. Usage of Athletic fields groups with permit and COVID 19 action plan

- ✓ Adult & Youth groups must provide and be held accountable for COVID protocols presented to the department regarding their programming.
- ✓ Park and recreation professionals will need to consider several key factors in managing athletic fields, including the need to implement continued mitigation strategies (physical distancing, limiting gatherings, supporting hygiene, etc.) and personal protection measures.
- ✓ Community education and awareness (Ensure that patrons, including other sports organizations, are aware of public health and safety measures, such as mask regulations and spectator policies, personal protection and hygiene measures).
- ✓ Cleaning and disinfection measures for frequently touched surfaces (door handles, sink handles, drinking fountains, restrooms, benches, bleachers)
- ✓ Ensuring water systems are safe to use. To avoid water-borne illnesses, ensure that all water systems are functioning properly after a prolonged shut down. Water fountains should be cleaned and sanitized but encourage facility users to bring their own water.

Opening of Browns Mill Recreation

3. Open the Browns Mill Recreation Center with limited capacity

COVID-19 has been shown to spread in indoor facilities including gyms, fitness centers, studios and recreation centers. Park and recreation professionals should adhere to all state and local public health guidance regarding indoor recreation and aquatic center operations and management.

- ✓ Adult & Youth vendors must provide and be held accountable for COVID protocols presented to the department regarding their programming.
- ✓ Cleaning and disinfection measures for all parts of facility (restrooms, pool furniture, front desk, concessions, doorknobs, locker rooms, faucets/sinks, etc.).
- ✓ Physical distancing, mask measures, limiting equipment sharing, limiting capacity and group sizes in programs and creating monitoring practices and policies.
- ✓ Implementing environmental controls — installing sneeze guards and creating barriers between staff and older adults, removal of furniture, using markers to mark off 6 feet of distance, rearranging equipment, blocking off equipment, etc.
- ✓ Creating a plan for conducting health screenings of staff and users.
- ✓ Installing signage and using a variety of communications channels to educate community about facility user measures — proper hygiene, wearing masks, health screenings, etc.
- ✓ Staff safety measures — establish policies for safe behavioral practices (PPE, physical distancing, hand washing, masks, health screenings, protocols on first aid and CPR, etc).

Opening the Aquatic Center following the CDC and DPH guidelines

Phase 2

- **Center for Disease Control (CDC)**
 - CDC is not aware of any scientific reports of the virus that causes COVID-19 spreading to people through the water in pools, hot tubs, water playgrounds, or other treated aquatic venues.
 - Please see the CDC aquatic recommendation link below:
 - https://www.cdc.gov/coronavirus/2019-ncov/community/parks-rec/aquatic-venues.html#anchor_1612214349775
- **Environmental Health County Supervisor (DeKalb County Board of Health)**
 - Employ cleaning and disinfection measures to reduce patron exposure
 - Limit locker room use when possible; design facility plans addressing access
 - Maintain water quality parameters to ensure water sanitation
 - Introduce physical barriers and guides to prohibit gathering
 - The entire recommendation from the Department of Health is in the agenda packet

Public outdoor events (less than 300) and Indoor public events (less than 100)

- **Phase 3**

(Public safety measures)

- Check with the organizer or event venue for updated information about any COVID-19 safety guidelines.
- Choose events that take place outside with enough space for attendees to stay at least 6 feet apart.
- Use touchless payment methods and ticketing apps. If not possible, exchange cash, card or tickets by placing payment in a receipt tray, if available, or on the counter.

Recommendations

- **CDC Guidelines the National Recreation and Parks Associations (NRPA) uses throughout the country to manage Parks and Recreation centers during COVID.**
 - Cleaning and disinfection measures for all parts of facility (restrooms, pool furniture, front desk, concessions, doorknobs, locker rooms, faucets/sinks, etc.).
 - Physical distancing, mask measures, limiting equipment sharing, limiting capacity and group sizes in programs and creating monitoring practices and policies.
 - Implementing environmental controls — installing sneeze guards and creating barriers between staff and older adults, removal of furniture, using markers to mark off 6 feet of distance, rearranging equipment, blocking off equipment, etc.
 - Creating a plan for conducting health screenings of staff and users.
 - Installing signage and using a variety of communications channels to educate community about facility user measures — proper hygiene, wearing masks, health screenings, etc.
 - Staff safety measures — establish policies for safe behavioral practices (PPE, physical distancing, hand washing, masks, health screenings, protocols on first aid and CPR, etc).
 - Please see the NRPA parks recommendation link below.
 - <https://www.nrpa.org/our-work/Three-Pillars/health-wellness/coronavirus-disease-2019/path-to-recovery/specific-guidance-for-common-park-and-recreation-spaces-facilities-and-programs/>

Status of Neighboring Municipalities

- **DeKalb County Parks and Recreation**
 - The Department presented their parks reopening plan to the County Administration
 - Currently, the department waiting on approval from the Administration.
- **City of Decatur Parks and Recreation**
 - The Department recreation center has been closed; however, the parks have remained open to the public.
 - The pools will be open on Memorial Day weekend.
 - The Director informed me they will allow league play to start back in June.
- **City of Tucker Parks and Recreation**
 - Pools have remained open since last year. Pools will reopen on Memorial Day Weekend at 75% capacity.`
 - Recreation center only allows patrons who are registered in programs to enter.
 - Youth and Adult league play has been active since December
 - Special events started this past April with no restrictions



THANK YOU!
ANY QUESTIONS?



CITY COUNCIL AGENDA ITEM

SUBJECT: Recommendation for the Planning & Zoning Department Issuance of Special Event Permits

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/04/21 Work Session: 05/10/21 Council Meeting: 05/24/21

SUBMITTED BY: Jim Summerbell, AICP, Planning and Zoning Director.

PURPOSE: The Planning and Zoning Department is seeking guidance from the Mayor and Council on how to administer special event requests from the public.

FACTS AND ISSUES: The Planning & Zoning Department has not been issuing any special event permits during the pandemic. It has been our policy that until the CDC or the County Health Department allows mass gatherings to take place, we will not do so. In addition, the 30058 zip code which encompasses Stonecrest has recently experienced the highest infection rate in the County based on DeKalb Emergency Management data. However, with the increase in vaccination rates, the CDC has started to loosen their restrictions particularly with regard to mask wearing and outdoor gatherings. Other jurisdictions are starting to lift similar restrictions around the State. In reaction, the Department has seen an increase in inquiries regarding holding special events in the City. Now that the Parks and Recreation Department is considering a phased reopening plan, and assuming we do not witness a resurgence in COVID-19 cases in the 30058 zip code, we are recommending a coordinated and consistent plan for administering these special event requests moving forward.

Keeping the same phased timeline as that presented by Parks & Recreation, Planning & Zoning offers the following recommendations for your consideration:

➤ **Phase 1**

- Accept outdoor special events applications for small gatherings, 50 people or less.
- A COVID 19 action plan must be submitted along with the application.
- **Recommended date: Memorial Day Weekend**

➤ **Phase 2**

- Public outdoor events (150 or less) and Indoor public events (50 or less.)
- A COVID-19 action plan must be submitted along with the application.
- **Recommended date: 4th of July Weekend**

➤ **Phase 3**

- Public outdoor events (300 or less) and Indoor public events (100 or less.)
- A COVID-19 action plan must be submitted along with the application.
- **Recommended date: Labor Day Weekend**

Again, we recommend that this policy be revisited and the case rate of Covid-19 infections in the 30058 Zip Code be monitored before each phase is implemented.

OPTIONS: Keep the current policy of not accepting Special Event Applications, adopt a phased-in approach as outlined in this memo, or begin accepting Special Event Applications after a set date of the City Council's choosing.

RECOMMENDED ACTION: Adopt a Phased-In approach consistent with the recommendations of Parks and Recreation Department.

ATTACHMENTS: None.



CITY COUNCIL AGENDA ITEM

SUBJECT: Redevelopment Authority Appointments, Expirations, Guidelines, and Recommended Chair

- ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 05/06/2021 **Work Session:** 05/10/2021 **Council Meeting:** 05/24/2021

SUBMITTED BY: Patricia Wheeler

PURPOSE: The purpose of this item is for the Council to reappoint members to the Urban Redevelopment Authority (URA), adjust term expirations for the members, accept guidelines for Authority and select a chairperson.

HISTORY: The following URA members' terms ended on 12/31/20:

1. Jason Lary – Chairman
2. Jimmy Clanton – Vice Chairman
3. George Turner – Secretary
4. Rob Turner – Member
5. Jazzmin Cobble – Member
6. Tammy Grimes – Member

FACTS AND ISSUES: The terms of the URA members have expired and require reappointment. Staff is seeking Council decisions regarding the reappointment of current Authority members as well as term expirations, member guidelines and the selection of a chairperson.

OPTIONS: Approve/Deny/Defer

RECOMMENDED ACTION: Approve

ATTACHMENTS: Bylaws of the Urban Redevelopment Agency of the City of Stonecrest

Document control number _____

URA Bylaws AMENDMENT to Article II, SECTION 2, Membership

Mayor pro tem

City Clerk

Date

**BYLAWS OF THE URBAN REDEVELOPMENT AGENCY OF THE
CITY OF STONECREST**

ARTICLE I – NAME

The name of the Agency shall be the Urban Redevelopment Agency of the City of Stonecrest, (the “Agency”).

ARTICLE II – PURPOSE AND ORGANIZATION

SECTION 1. Purpose. On December 09, 2019, the Mayor and Council of the City of Stonecrest, Georgia (the “City”) adopted an Activating Resolution which, among other things, activated the Agency and authorized the Agency to exercise the City’s “urban redevelopment project powers” as defined under and provided in the Georgia Urban Redevelopment Law, O.C.G.A. § 36-61-1 et seq. (the “Urban Redevelopment Law”). The powers and purposes set forth in the Urban Redevelopment Law are expressly incorporated herein by this reference, subject to any current or future limitations or restrictions contained in the Urban Redevelopment Law, the Activating Resolution, or any amendments, modifications or changes to the foregoing. The Agency shall also have such additional purposes and powers as provided pursuant to subsequent amendments to the Urban Redevelopment Law or any other law applicable thereto subject only to any limitations which may be imposed by resolution of the City of Stonecrest Mayor and Council.

SECTION 2. Membership. The Board of the Agency (henceforth referred to as “Board”) shall consist of six (6) voting members, including the Chairperson to be selected annually by the Mayor with the advice and consent of the Board. The Board Members shall be residents of the City of Stonecrest, Georgia. Initial terms of the Board Members shall be staggered as follows: Two (2) Board Members shall serve a term of one (1) year (district 1 and district 2), two (2) Board Members shall serve a term of two (2) years (district 3 and district 4), and two (2) Board Members shall serve a term of three (3) years (district 5 and mayor at large).

SECTION 3. Principal Office. The principal office of the Agency shall be located at Stonecrest City Hall (3120 Stonecrest Blvd, Stonecrest, GA 30038). Regular meetings of the

Agency shall be held at the principal office, subject to Open Meetings Act requirements. The principal office location may be changed by resolution of the Board.

ARTICLE III – BOARD

SECTION 1. Terms of Members. Persons appointed as members of the Board shall serve for terms of three (3) years. After the initial terms are served as described in Article II, Section 2, thereafter the terms of members of the Board shall be staggered in three (3) year terms as shall be provided in the resolution(s) of the Mayor and Council of the City of Stonecrest, Georgia appointing said members.

SECTION 2. Appointments. Any member of the Board may be appointed to succeed himself or herself. After their appointments, the members of the Board shall enter upon their duties. All appointments will be made by the Mayor and Council of the City of Stonecrest, Georgia.

SECTION 3. Vacancies. A vacancy on the Board shall exist in the event of any member of the Board being convicted of a felony, or entering a plea of nolo contendere thereto; a member being convicted of a crime which involves moral turpitude or who enters a plea of nolo contendere thereto; a member being convicted of any act of malfeasance, misfeasance, or nonfeasance of such person's duties as a member of the Board; or who fails to attend three (3) consecutive regular meetings of the Agency without an excused approval by the Board Chairman. A vacancy on the Board shall also exist in the event of death, resignation, or relocation of a member outside of the City of Stonecrest, Georgia. A vacancy shall be filled for the remainder of the Term by appointment of the Mayor and Council of the City.

SECTION 4. Removal. Any member who conducts themselves in such a fashion as to jeopardize the good public standing of the Board is subject to censure, as well as removal. Removal shall be pursuant to proper notice and an opportunity to be heard; such member shall be entitled to a written notice specifying the ground or grounds for removal and to a public hearing which shall be held not less than five days after the service of such written notice. A member may be removed from office for cause by a majority vote of the Board at a public hearing. Sufficient cause for removal includes, but is not limited to: 1. neglect of duty, 2. failure to attend three (3) consecutive regular meetings of the Agency without an excused approval by the Board Chairman, 3. being convicted of a felony or entering a plea of nolo contendere for such charge; 4. being convicted by a court of law of any act of malfeasance, misfeasance, or nonfeasance of such person's duties as member of the Board; 5. A misdemeanor wherein the conduct is unbecoming to a member or which constitutes a breach of public trust, for example, a member who is a holder or receiver of public money of this state or municipality thereof must not have refused or failed when called upon after reasonable opportunity to account for and pay over the same to the proper officer; or 6. Not adhering to the code of ethics as stated in Sections 45-10-3 and 36-61-19 of the Official Code of Georgia Annotated, more specifically described below.

“Notwithstanding any provisions of law to the contrary, each member of all boards, commissions, and authorities created by general statute shall:

- (1) Uphold the Constitution, laws, and regulations of the United States, the State of Georgia, and all governments therein and never be a party to their evasion;
- (2) Never discriminate by the dispensing of special favors or privileges to anyone, whether or not for remuneration;
- (3) Not engage in any business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of his governmental duties;
- (4) Never use any information coming to him confidentially in the performance of governmental duties as a means for making private profit;
- (5) Expose corruption wherever discovered;
- (6) Never solicit, accept, or agree to accept gifts, loans, gratuities, discounts, favors, hospitality, or services from any person, association, or corporation under circumstances from which it could reasonably be inferred that a major purpose of the donor is to influence the performance of the member's official duties;
- (7) Never accept any economic opportunity under circumstances where he knows or should know that there is a substantial possibility that the opportunity is being afforded him with intent to influence his conduct in the performance of his official duties;
- (8) Never engage in other conduct which is unbecoming to a member or which constitutes a breach of public trust; and
- (9) Never take any official action with regard to any matter under circumstances in which he knows or should know that he has a direct or indirect monetary interest in the subject matter of such matter or in the outcome of such official action.”

“No Member shall voluntarily acquire any interest, direct or indirect, in any urban redevelopment project of such municipality or county or in any property included or planned to be included in any such urban redevelopment project or in any contract or proposed contract in connection with such urban redevelopment project. Where such acquisition is not voluntary, the interest acquired shall be immediately disclosed in writing to the local governing body and such disclosure shall be entered upon the minutes of the governing body. If any such official, commissioner, or employee presently owns or controls, or owned or controlled within the preceding two years, any interest, direct or indirect, in any property which he knows is included or planned to be included in an urban redevelopment project, he shall immediately disclose this in writing to the local governing body, and such disclosure shall be entered upon the minutes of the governing body; any such official, commissioner, or employee shall not participate in any action by the municipality or county or a board or commission thereof, the housing authority, or the urban redevelopment agency affecting such property. Any disclosure required to be made

by this Code section to the local governing body shall concurrently be made to the urban redevelopment agency which has been vested with urban redevelopment project powers by the municipality or county pursuant to Code Section 36-61-17.”

SECTION 5. Subcommittees. Standing or special subcommittees of the Board may be created as deemed appropriate by the chairperson or a majority of the members of the Board. The Agency may appoint members of the subcommittees such as individuals from the community as the Agency deems appropriate. The subcommittee shall serve in an advisory capacity to the Agency. The chairperson of the Agency shall choose from among the members of each subcommittee a person to serve as chairperson of that subcommittee. The chairperson of each subcommittee shall serve a term assigned by a majority of the Board, and be eligible for reappointment. Each subcommittee shall make reports of its activities to the Agency as the chairperson or the Board requests.

SECTION 6. Meetings. The Agency shall at least hold a regular annual meeting of the Board at such time, place and date as may be determined by the members of the Agency. Special meetings may be called by the chairperson, two (2) of the members of the Board or general consent of the majority. Virtual meetings are authorized in place of in-person meetings as authorized by the Open Meetings Act.

SECTION 7. Notice of Meetings. Notice of regular meetings, including the time and place therefore, shall be provided to the members at least two business days ahead of the scheduled meeting. Notice of special meetings must be provided no less than twenty-four (24) hours before the start of the meeting. Public notice of all meetings must be made in accordance with the appropriate provisions of the Georgia Open Meetings Act.

SECTION 8. Quorum. No vacancy on the Board shall impair the right of the quorum to exercise all of the rights and perform all of the duties of the Agency.

SECTION 9. Parliamentary Procedure. In the event that the bylaws or rules of the Agency do not address a particular situation occurring during a meeting of the Agency, or in the event of a dispute concerning parliamentary procedures governing the conduct of a meeting of the Agency, the provisions of *Georgia Municipal Association’s Parliamentary Procedure Guide For City Officials* shall govern.

SECTION 10. Annual Activities. The Board will perform the following functions annually:

- a. Adopt a Fiscal Year budget;
- b. Cause an annual report of the Agency’s activities in the prior Fiscal Year to be provided to the Mayor and Council in accordance with state law (particularly O.C.G.A. § 36-61-18(e) thereof) and provide the requisite public notice of the filing and availability for inspection of same; and

- c. Approve an independent, certified public audit of the Agency’s financial records which must be completed in accordance with state law. This may be completed in accordance with the City’s annual audit.

SECTION 11. Fiscal Year. The Agency’s Fiscal Year shall correspond to the City’s Fiscal Year, beginning January 01 and ending December 31 of each year.

SECTION 12. Seal. The Board shall be permitted to provide an Agency seal which, if approved, shall be in the form of a circle and shall have inscribed thereon the name of the Agency and other appropriate wording. A seal with the generic “corporate seal” inscription may be used as an alternative or temporary device.

ARTICLE IV – OFFICERS

SECTION 1. Terms. All officers will serve one-year terms, with no limits on the number of terms they may serve.

SECTION 2. Duties of Chairperson. The chairperson shall be responsible for directing all Board affairs and shall preside at all meetings of the Board. He or she may sign any documents which have been authorized by the Board or are required by law to be signed or executed. In general, he or she shall perform all duties incident to the office of chairperson and such other duties as may be prescribed by the Board from time to time.

SECTION 3. Duties of Vice Chairperson. In the absence of the chairperson, or in the event of his or her inability or refusal to act, as determined by a majority of the members present at a meeting at which a quorum is present, the vice chairperson shall perform the duties of the chairperson and when so acting, shall have all the powers of and be subject to all the restrictions upon the chairperson. The vice chairperson shall perform such other duties as from time to time may be assigned to him or her by the chairperson or by the members of the Agency. The execution of any instrument of the Agency by the vice chairperson shall be conclusive evidence, as to third parties, of his or her authority to act in the stead of the chairperson.

SECTION 4. Delegation of Duties. The Agency may engage City staff members to perform all or portions of the duties of secretary and/or treasurer. The secretary shall affix the Agency seal to any lawfully executed documents requiring it and shall attest to the signature of the chairperson and/or the vice chairperson of the Agency who are authorized to execute documents of the Agency. The treasurer shall supervise the custodian of all of the funds of the Agency and shall supervise the collection of monies due to the Agency, the expenditures of the Agency funds, and the preparation and maintenance of appropriate books of account. The treasurer shall make available all financial information of the Agency to the Mayor and Council of Stonecrest, Georgia. In general, the secretary and/or treasurer shall perform all duties usually incident to the office of secretary and treasurer and such other duties as may be prescribed by the members of the Agency from time to time.

SECTION 5. Legal Counsel and Advisors. The Board may appoint legal counsel, employees and or advisors and assign duties. Board appointees shall serve at the Board’s pleasure.

ARTICLE V – EVIDENCE OF INDEBTEDNESS

Evidences of indebtedness (including without limitation bonds) of the Agency shall be in a form determined by the Board in accordance with state law. Any coupons attached to bonds shall bear the facsimile signatures of the chairperson, or the vice chairperson in the absence of the chairperson. Evidences of indebtedness (other than bonds) shall be signed in the name of the Agency by the chairperson or the vice chairperson (whether or not the chairperson is available to execute the same); and, the official seal of the Agency shall be affixed thereto and attested to by the City staff person acting as secretary of the Agency, or by any other officer authorized by resolution of the Board. All evidences of indebtedness shall be consecutively numbered or otherwise identified. All evidences of indebtedness surrendered to the Agency for transfer shall be canceled and no new evidences of indebtedness representing the same shall be issued until the surrendered evidences of indebtedness shall have been canceled, except as provided by resolution of the Board.

ARTICLE VI - WAIVER OF NOTICE

To the extent legally permissible, whenever any notice is required to be given under the provisions of these bylaws, or under the provisions of any other laws of the State of Georgia, waiver thereof in writing, signed by the person, or persons, entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. This does not modify the provisions for notice.

ARTICLE VII – RESOLUTIONS

SECTION 1. Severability. Unless otherwise expressly provided, if any one or more of the provisions of any resolution of the Agency should be determined by a court of competent jurisdiction to be contrary to law, then such provision or provisions shall be deemed and construed to be severable from the remaining provisions therein contained and shall in no way affect the validity of the provisions of such resolution.

SECTION 2. Headings. Any heading preceding texts of the several articles and sections of any resolution of the Agency and any table of contents or marginal notes appended thereto, shall be solely for convenience of reference and shall not constitute a part of such resolution, nor shall they affect its meaning, construction, or effect unless otherwise expressly stated in said resolution.

SECTION 3. Effective Date. Unless otherwise expressly provided, each resolution of the Agency shall take effect immediately upon its adoption in the manner provided by law.

SECTION 4. Priority. Unless otherwise expressly provided, each resolution of the Agency shall be deemed to rescind and repeal all prior resolutions, rules or other actions, or parts thereof, of the Agency in conflict with such subsequent resolutions insofar (and only insofar) as such conflict exists. This provision shall not apply to conflicts between resolutions and bylaws of the Agency; provided that nothing herein contained shall be construed as impairing previous authorized obligations of the Agency.

SECTION 5. No Recourse Under Resolutions. All covenants, stipulations, promises, agreements and obligations of the Agency contained in any resolution of the Agency shall be deemed covenants, stipulations, promises, agreements and obligations of the Agency as a whole and not of any member, officer, or employee of the Agency in his or her individual capacity. No recourse shall be had for any claim based on any resolution of the Agency against any member, officer or employee of the Agency in his or her individual capacity.

SECTION 6. Agency Complete. The members and officers of the Board, attorneys, agents and employees of the Agency shall be automatically authorized to do all acts and things required of them by any resolution of the Agency for the full, punctual and complete performance of all of the provisions of such resolution.

ARTICLE VIII – CONTRACTS, CHECKS, DEPOSITS AND FUNDS

SECTION 1. Additional Contract Authorizations. Subject to the provisions of state law and these bylaws, the members of the Agency may authorize any officer, officers, agent or agents of the Agency, in addition to the officers so authorized by these bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Agency, and such Agency may be general or defined in specific instances.

SECTION 2. Checks, Drafts or Orders. Subject to the expressed requirements of state law, all checks, drafts or orders for payment of money, issued in the name of the Agency shall be signed by such officer, officers, agent or agents of the Agency and in such manner as shall from time to time be determined by resolution of the Board.

ARTICLE IX - ADOPTION OF CONFLICT OF INTEREST AND ETHICS POLICY

The members of the Agency are subject to O.C.G.A. § 36-61-19 as it relates to interests of public officials or employees in redevelopment projects or property. In addition to the foregoing, the members of the Agency may by resolution adopt a conflict of interest and ethics policy that incorporates a Code of Ethics appropriately similar to those maintained by the State of Georgia and/or the City. For purposes of clarification, the members and employees of the Agency shall be required to comply with applicable provision of the laws of the State of Georgia as such relate to conflicts of interest and ethics.

ARTICLE X – GOVERNANCE CHANGES

SECTION 1. Rules, Regulations and Policies. The Board shall have the power and authority to make such rules, regulations and policies consistent with state law as said Board may deem expedient concerning the issue, transfer and registration of evidences of indebtedness of the Agency and further to make such rules, regulations and policies consistent with the purpose of the Agency provided for by state law.

SECTION 2. Establishment of Bylaws. These bylaws are established pursuant to further efficiency and operation of the Agency and shall become effective upon a majority vote of the members of the Board provided, however, that as and to the extent of any inconsistency between the provisions of these bylaws and state law, the provisions of state law shall prevail.

SECTION 3. Amendment of Bylaws. These bylaws may be amended or repealed upon the affirmative vote of the majority of the Board membership, provided such amendment or repeal is not inconsistent with state law applicable to the Agency. Such an amendment or repeal shall be proposed at a prior meeting of the Board and further provided that notice of the meeting, at which the vote is to be taken, shall set forth the proposal to be acted upon.



CITY COUNCIL AGENDA ITEM

SUBJECT: Reappointment of Members to the Zoning Board of Appeals

- ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 05/06/2021 Work Session: 05/10/2021 Council Meeting: 05/24/2021

SUBMITTED BY: Patricia Wheeler, Acting City Clerk

PURPOSE: The purpose of this item is for the Council to reappoint members to the Zoning Board of Appeals (ZBA).

HISTORY: The following ZBA members' terms ended on 12/31/20:

- a. Erica Williams/Chairman D1
- b. Michael Armstrong/Vice Chairman D4
- c. Sonja Hicks/Secretary D3
- d. Louise Alexander D5

The following ZBA member term ended on 04/16/2021:

- a. Dee Tynee* D2

*meetings missed in 2020: 1/21; 2/18 (excused); 10/20 and 12/5

FACTS AND ISSUES: The terms of the Zoning Board of Appeals members have expired and require reappointment. Staff is seeking Council action regarding the reappointment of current Board members or appointment of new Board members, based on the Council's discretion.

OPTIONS: Reappoint/New Appointments/Defer

RECOMMENDED ACTION: Discussion

ATTACHMENTS: Resolution

A RESOLUTION TO APPOINT MEMBERS TO THE ZONING BOARD OF APPEALS FOR THE CITY OF STONECREST, GEORGIA; TO PROVIDE N EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Charter of the City of Stonecrest, Georgia (“City”) was recently amended by the Georgia General Assembly via Senate Bill 21; and

WHEREAS, pursuant to Section 2.14 of the amended City Charter, all members of boards, commissions, and authorities of the City shall be appointed by the City Council by majority vote for such terms of office and such manner of appointment as provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the City Charter or by applicable state law; and

WHEREAS, the terms of office and manner of appointment of members to the City’s Zoning Board of Appeals is not prescribed by the City Charter or by applicable state law; and

WHEREAS, the members of the Zoning Board of Appeals serve a term of two years pursuant to Chapter 27, Article 7, Section 7.1.2 of the Code of Ordinances of the City; and

WHEREAS, the City Council desires to appoint members to the Zoning Board of Appeals in accordance with City Charter Section 2.14 and Chapter 27, Article 7, Section 7.1.2 of the Code of Ordinances of the City.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Stonecrest that the following individuals are hereby appointed to the City’s Zoning Board of Appeals:

District	Name of Appointee	Term of Office
One		May 24, 2021 – May 24, 2023
Two		May 24, 2021 – May 24, 2023
Three		May 24, 2021 – May 24, 2023
Four		May 24, 2021 – May 24, 2023
Five		May 24, 2021 – May 24, 2023

BE IT FURTHER RESOLVED, that if the end of any term of office of any Zoning Board of Appeals member, a successor has not been appointed, then the member whose term of office has expired shall continue to hold office until their successor has been appointed.

BE IT FURTHER RESOLVED, that the effective date of this Resolution shall be the date of its adoption by the City Council.

SO RESOLVED AND EFFECTIVE, this 24th day of May, 2021.

CITY OF STONECREST, GEORGIA,

GEORGE TURNER, MAYOR PRO TEM

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



CITY COUNCIL AGENDA ITEM

SUBJECT: Reappointment of Members to the Planning Commission

- ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: 05/06/2021 **Work Session:** 05/10/2021 **Council Meeting:** 05/24/2021

SUBMITTED BY: Patricia Wheeler, Acting City Clerk

PURPOSE: The purpose of this item is for the Council to reappoint members to the Planning Commission.

HISTORY: The following Planning Commissioners' terms ended on 12/31/20:

- | | |
|----------------------------|----|
| a. Eric Hubbard/Chairman | D3 |
| b. J W Eady/ Vice Chairman | D1 |
| c. Pearl Hollis | D4 |
| d. Lisa Wright | D5 |

The following Planning Commissioner's term ended on 04/16/2021:

- | | |
|-----------------|----|
| a. Joyce Walker | D2 |
|-----------------|----|

FACTS AND ISSUES: The terms of the Planning Commission members have expired and require reappointment. Staff is seeking Council action regarding the reappointment of current Commission members or appointment of new Commission members, based on Council discretion.

OPTIONS: Reappoint/New Appointments/Defer

RECOMMENDED ACTION: Discussion

ATTACHMENTS: Resolution

A RESOLUTION TO APPOINT MEMBERS TO THE PLANNING COMMISSION FOR THE CITY OF STONECREST, GEORGIA; TO PROVIDE N EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

WHEREAS, the Charter of the City of Stonecrest, Georgia (“City”) was recently amended by the Georgia General Assembly via Senate Bill 21; and

WHEREAS, pursuant to Section 2.14 of the amended City Charter, all members of boards, commissions, and authorities of the City shall be appointed by the City Council by majority vote for such terms of office and such manner of appointment as provided by ordinance, except where other appointing authority, term of office, or manner of appointment is prescribed by the City Charter or by applicable state law; and

WHEREAS, the terms of office and manner of appointment of members to the City’s Planning Commission is not prescribed by the City Charter or by applicable state law; and

WHEREAS, the members of the Planning Commission serve a term of two years pursuant to Chapter 27, Article 7, Section 7.1.2 of the Code of Ordinances of the City; and

WHEREAS, the City Council desires to appoint members to the Planning Commission in accordance with City Charter Section 2.14 and Chapter 27, Article 7, Section 7.1.2 of the Code of Ordinances of the City.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Stonecrest that the following individuals are hereby appointed to the City’s Planning Commission:

District	Name of Appointee	Term of Office
One		May 24, 2021 – May 24, 2023
Two		May 24, 2021 – May 24, 2023
Three		May 24, 2021 – May 24, 2023
Four		May 24, 2021 – May 24, 2023
Five		May 24, 2021 – May 24, 2023

BE IT FURTHER RESOLVED, that if the end of any term of office of any Planning Commission member, a successor has not been appointed, then the member whose term of office has expired shall continue to hold office until their successor has been appointed.

STATE OF GEORGIA
DEKALB COUNTY
CITY OF STONECREST

RESOLUTION 2021- _____

BE IT FURTHER RESOLVED, that the effective date of this Resolution shall be the date of its adoption by the City Council.

SO RESOLVED AND EFFECTIVE, this 24th day of May, 2021.

CITY OF STONECREST, GEORGIA,

GEORGE TURNER, MAYOR PRO TEM

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



CITY COUNCIL AGENDA ITEM

SUBJECT: Reconstitution of SPLOST Advisory Committee

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/06/21 Work Session: 05/10/2021 Council Meeting:05/24/2021

SUBMITTED BY: Jim Nichols, Deputy City Manager

PURPOSE: The purpose of this item is for the Council to take action on the reconstitution of the SPLOST Advisory Committee.

HISTORY: The Council wishes to re-establish the SPLOST Advisory Committee to provide general guidance and advice in the City's use and application of SPLOST funds.

OPTIONS: Appoint new members/Defer

RECOMMENDED ACTION: Appoint new members

ATTACHMENTS: none



CITY COUNCIL AGENDA ITEM

SUBJECT: Reconstitution of Finance Committee

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/06/21 Work Session: 05/10/2021 Council Meeting:05/24/2021

SUBMITTED BY: Jim Nichols, Deputy City Manager

PURPOSE: The purpose of this item is for the Council to take action on the reconstitution of the Finance Committee.

HISTORY: The Council wishes to re-establish the Finance Committee to provide general guidance and advice in the City's financial policies and their application.

OPTIONS: Appoint new members/Defer

RECOMMENDED ACTION: Appoint new members

ATTACHMENTS: none



CITY COUNCIL AGENDA ITEM

SUBJECT: Board of Construction Appeals

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/20/2021 Work Session: Council Meeting: 05/24/2021

SUBMITTED BY:

PURPOSE:

OPTIONS:

RECOMMENDED ACTION:

ATTACHMENTS:

STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST

RESOLUTION NO. 2021-____

1 A RESOLUTION TO CREATE AND AUTHORIZE A CONSTRUCTION BOARD OF
2 APPEALS FOR THE PURPOSE OF HEARING APPEALS OF DECISIONS AND
3 INTERPRETATIONS OF THE BUILDING OFFICIAL IN ACCORDANCE WITH SECTIONS
4 7-1 AND 7-87 OF CHAPTER 7, ARTICLE III, DIVISION 2 OF THE CITY’S CODE OF
5 ORDINANCES; PROVIDING THE APPOINTMENT OF SAID BOARD, DEFINING THE
6 DUTIES OF THE BOARD; TO REPEAL CONFLICTING RESOLUTIONS; TO PROVIDE FOR
7 SEVERABILITY AND FOR OTHER LAWFUL PURPOSES.

8
9 **WHEREAS**, the City of Stonecrest, Georgia, has a vested interest in the general safety and
10 welfare of its citizens, building occupants and the general public to ensure that safe and structurally
11 sound buildings exist and/or are constructed within its jurisdictional limits; and

12 **WHEREAS**, the Building Official, as defined by Section 7-1 of Chapter 7, Article II,
13 Division 2 of the City’s Code of Ordinances, is authorized to receive applications, review
14 construction documents and plans, issue permits for the erection, construction, alteration and
15 demolition of buildings and structures and installation of mechanical, plumbing, gas and electrical
16 systems, inspect the premises for which such permits have been issued and enforce compliance
17 with the provisions of Chapter 7, Article III and other applicable provisions of the City’s Code of
18 Ordinances; and

19 **WHEREAS**, the Building Official has the authority to render interpretations of the City’s
20 Construction and Building Code and the adopted state codes, including the State Minimum
21 Standard Codes, as defined by O.C.G.A. § 8-2-20(9); and

44 ESTABLISHMENT AND AUTHORIZATION OF THE CONSTRUCTION BOARD
45 OF APPEALS

46 There is hereby established the Construction Board of Appeals of the City of Stonecrest,
47 Georgia (the “Board”).

48 The five members of the Board shall serve at the pleasure of the Council of the City of
49 Stonecrest, Georgia, and shall be subject to removal at will, without cause. The Board shall meet
50 at least once a year and whenever an action is requested before the board, but no more often than
51 every 30 days. The Board shall hold hearings open to the public and shall produce an agenda to be
52 made available at least two business days prior to the meeting of the Board. The Board shall issue
53 decisions in writing within 30 days of the final hearing and shall include the basis for the decision.
54 The City of Stonecrest, Georgia, shall provide the Board with suitable office space, meeting
55 accommodations and clerical support, as the city shall deem appropriate and necessary.

56 **SECTION II**

57 DUTIES

58 The Board is hereby established to: (1) hear appeals of decisions and interpretations of the
59 Building Official, (2) hear appeals of the Building Official's decision related to the use of
60 alternative materials, designs, methods of construction, equipment and appliances; and (3) hear
61 appeals of the Building Official's decision related to unsafe conditions as regulated in Section 7-
62 63 of Chapter 7, Article III, Division 2 of the City’s Code of Ordinances.

63 **SECTION III**

64 MEMBERSHIP

65 Board qualifications for members shall be as outlined in the City of Stonecrest’s Code
66 of Ordinances Section 7-87 of Chapter 7, Article III, Division 2. All members of the Board shall

67 be residents of the City of Stonecrest and shall have experience in the building industry. The
68 members of the Board shall have applicable experience in drainage and structural issues in
69 residential-home-design or construction, heating ventilation and air conditioning, electrical
70 installations and plumbing. Members of the Board shall hold no other city office, appointed
71 position within the city or any other city compensated position. Any vacancy on the Board shall
72 be filled in accordance with the original appointing procedure for the vacant position. Any
73 newly appointed member shall serve for the remainder of the unexpired term.

74 **SECTION IV**

75 TERMS

76 As to the initial terms of the five Board members, they are as follows: two initial Board
77 members shall be designated to serve a term of two years, and three initial Board members shall
78 be designated to serve a term of four years. After expiration of any term thereafter, each Board
79 member shall serve a term of four years. Terms of each Board member shall expire on
80 December 31 of the Board member's term regardless whether a successor has been appointed
81 to the Board member's position. Successive terms are permissible, but in no event shall a
82 member be permitted to serve more than eight consecutive years. Any Board member may be
83 removed with or without cause by the City Council.

84 **SECTION V**

85 COMPENSATION

86 The Board members shall not be compensated, except that the City of Stonecrest,
87 Georgia, may reimburse the Board members for necessary expenses incurred in the
88 performances of their official duties.

89 **SECTION VI**

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QUORUM

Three members of the Board shall constitute a quorum at any meeting and a vote of three voting members shall be required to enable the Board to act.

SECTION VII

GOVERNANCE

The Board shall elect a chair, vice-chair and secretary. The persons so elected shall serve in these capacities for a term of one year. No person may serve in any of these capacities for more than three consecutive years. The vice-chair will preside at the meetings of the Board in the chair's absence. The Board shall determine its procedural rules and regulations, and otherwise take such action as is appropriate for the management of the affairs committed to its supervision. The Board's rules and regulations shall be consistent with Chapter 7 of the City's Code of Ordinances and necessary to carry out the provisions of this chapter.

All hearings of the Board shall be open to the public and the agenda shall be made available at least two business days prior to the meeting of the Board. Matters not placed on the agenda shall not be heard by the Board, except for appeals involving a structure or service system that, in the opinion of the director, is unsafe, unsanitary or uninhabitable.

SECTION VIII

INITIAL MEMBERS

The initial members of the Construction Board of Appeals shall be as follows:

1. Member
2. Member
3. Member
4. Member

113 5. Member

114 **SECTION IX**

115 ENFORCEMENT AND SEVERABILITY

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

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

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

135 **SECTION X**

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REPEAL OF CONFLICTING RESOLUTIONS

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

SECTION XI

EFFECTIVE DATE OF RESOLUTION

This Resolution shall become effective upon the date of approval and execution by the Mayor and Council of the City of Stonecrest, Georgia.

SO RESOLVED, this _____ day of _____, 2021.

CITY OF STONECREST, GEORGIA

Jason Lary, Sr., Mayor

ATTEST:

Megan Reid, City Clerk

APPROVED AS TO FORM:

City Attorney



CITY COUNCIL AGENDA ITEM

SUBJECT: Allowing for the Acting City Manager to Serve Beyond 90 Days

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/20/2021 Work Session: Council Meeting: 05/24/2021

SUBMITTED BY:

PURPOSE:

OPTIONS:

RECOMMENDED ACTION:

ATTACHMENTS:

STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST

RESOLUTION NO. 2021-_____

1 A RESOLUTION TO EXTEND THE DURATION OF THE REQUIREMENT TO HAVE A
2 CITY MANAGER FOR THE CITY OF STONECREST FOR ANOTHER ONE-HUNDRED
3 AND TWENTY DAYS IN ACCORDANCE WITH THE PROVISIONS OF SENATE BILL 21
4 AS PASSED AND SIGNED BY THE GOVERNOR ON APRIL 1, 2021; TO REPEAL
5 CONFLICTING RESOLUTIONS; TO PROVIDE FOR SEVERABILITY AND FOR OTHER
6 LAWFUL PURPOSES.

7
8 **WHEREAS**, O.C.G.A. § 36-34-2 provides that the City of Stonecrest, Georgia, shall have
9 the power to establish and authorize municipal offices, agencies, and employment relating to the
10 administration of municipal government; and

11 **WHEREAS**, the City Charter provides for the appointment of a city manager under
12 Section 3.02; and

13 **WHEREAS**, the City of Stonecrest currently has appointed an acting city manager; and

14 **WHEREAS**, the Georgia General Assembly recently passed Senate Bill 21, which was
15 signed by the Governor on April 1, 2021; and

16 **WHEREAS**, Senate Bill 21 amended Section 3.02 of the City's Charter to require, among
17 other provisions, the appointment of a city manager within ninety (90) days of a vacancy in the
18 office of city manager, unless otherwise authorized by a majority of the city council;

19 **WHEREAS**, for purposes of Senate Bill 21, the vacancy in the office of city manager
20 began on April 1, 2021, as the City of Stonecrest did not have a city manager on that effective
21 date;

45 in accordance with state and local law. Adoption of this Resolution satisfies the requirements
46 of Section 3.02 of the City's Charter and all other applicable law.

47 **SECTION II**

48 **ENFORCEMENT AND SEVERABILITY**

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

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

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

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SECTION III

REPEAL OF CONFLICTING RESOLUTIONS

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

SECTION IV

EFFECTIVE DATE OF RESOLUTION

This Resolution shall become effective upon the date of approval and execution by the Mayor and Council of the City of Stonecrest, Georgia.

SO RESOLVED, this _____ day of _____, 2021.

CITY OF STONECREST, GEORGIA

George Turner, Mayor Pro Tempore

ATTEST:

Patricia Wheeler, City Clerk

APPROVED AS TO FORM:

City Attorney



CITY COUNCIL AGENDA ITEM

SUBJECT: Professional Audit Services

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: May 18, 2021 **Work Session:** **Council Meeting:** May 24, 2021

SUBMITTED BY: Gia Scruggs, Finance Director

PURPOSE: The City of Stonecrest requested proposals from qualified public accountants to audit its financial statements for the fiscal year ending December 31, 2020 with the option of auditing its financial statements for each of the four (4) subsequent fiscal years. The auditor shall be responsible for performing certain limited procedures involving supplementary information required by the Governmental Accounting Standards Board as mandated by generally accepted auditing standards.

The Finance Department is recommending Mauldin & Jenkins, LLC. to perform the Fiscal Year 2020 audit for a price of \$30,000. The firm also provided pricing for the initial period and the four (4) option years; the total amount is \$176,000. The pricing includes audits of Federally Funded Programs (Single Audit).

Mauldin & Jenkins, LLC has performed the City's Annual audit for the past three (3) fiscal years. They have provided audit services for local government units, transit authorities, airports, electric operations, and gas operations in metro Atlanta, Georgia and other Southeastern states. They are one of the largest certified public accountant firms in the county, with their headquarters located in Atlanta, Georgia. The firm is familiar with the City of Stonecrest's operations, and the City has the ability to engage a new audit team from the previous years' audits, if desired.

The Finance Department will evaluate these services on an annual basis and submit to the Council each optional year's cost through the City's annual budget process.

OPTIONS: Approve, Deny, Defer

RECOMMENDED ACTION: Approve

ATTACHMENTS: Mauldin & Jenkins, LLC Proposal

City of Stonecrest, Georgia

Technical and Cost Proposal to Provide Audit Services

Fiscal Year December 31, 2020 through 2024



Request for Proposal Number: 2021-06

May 17, 2021

Mauldin & Jenkins Certified Public Accountants

Contact Person: Doug Moses, CPA, Partner

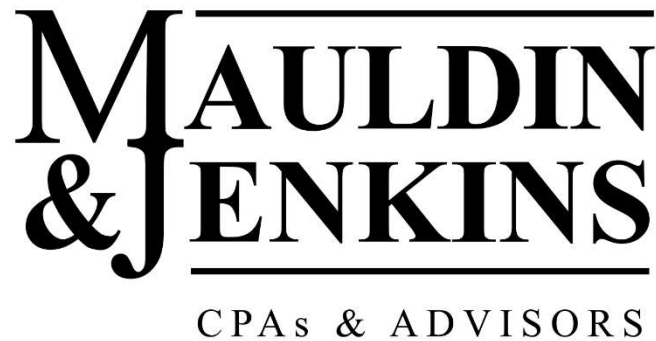
Phone: (678) 742-6773

Email: dmoses@mjcpa.com

200 Galleria Parkway S.E., Suite 1700

Atlanta, GA 30339

Web: www.mjcpa.com



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We Do the Right Things***

Lawrenceville Long Boat Key Forest Park Albany
Stockbridge Thunderbolt Garner Roswell Flovilla Port Wentworth
Alpharetta Pensacola Kennesaw Fayetteville Plant City
Clover Vernonburg Jefferson Goose Creek Hinesville
Bristol Hapeville Doraville Peachtree City
St. Marys Chattahoochee Hills Augusta Naples
Clayton County Marco Island Villa Rica Monroe
Loris Milton Tucker College Park Grantville Hollywood
Cooper City Cedartown Brunswick Wildwood
Cartersville Orangeburg Black Mountain Aiken Suwanee Baldwin
Sharpsburg Bloomingdale Jamestown Charleston Riverdale Lyons
Union City Macon Lilburn Powder Springs
Quitman Lake Placid Johns Creek New Bern
Fairburn Rome Gulfport Pooler Rock Hill North Port
Cochran Ludowici Asheville Chapin Blakely Tybee Island
Beaufort Peachtree Corners Rockmart Bradenton
Jeffersonville Toccoa Decatur Holly Springs Morrow Stonecrest
Austell Arcadia Clarkston Hallandale Beach
Conyers Dunwoody Athens Perry Garden City
Leesburg Summerville Tuscaloosa Haines City
Chamblee Social Circle Selma Crossville South Fulton
Columbus Pinecrest Richmond Hill Brookhaven Americus
Crystal River Hardeeville Ballground Tifton Savannah
Braselton Milledgeville Douglasville Covington Islamorada
Callaway Cordele Sandy Springs Gumbranch

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Attachments (Continued):

- ***Cost Proposal Transmittal Letter***
- ***Cost Proposal Schedule for 2020***
- ***Submission Coversheet***
- ***Reference Sheet***

Cover Letter

May 17, 2021

Contact Information

Doug Moses is the primary contact person for this proposal. He would be the partner with the ultimate responsibility for this proposed engagement. His contact information is as follows:

Doug Moses, CPA, Member
Mauldin & Jenkins, LLC
200 Galleria Parkway, S.E., Suite 1700
Atlanta, Ga. 30339-5946
Direct: (678) 742-6773
Toll Free: 1 800-277-0080
Fax: (678) 742-6790
email: dmoses@mjcpa.com

General Information

1. Name of Firm:

Mauldin & Jenkins, LLC

2. Address of Firm Headquarters:

200 Galleria Parkway, Suite 1700
Atlanta, Georgia 30339

3. Address of Local Office:

200 Galleria Parkway, Suite 1700
Atlanta, Georgia 30339

4. Number of Employees:

Firm:	Total - <u>300</u>	Government Audit Staff - <u>114</u>
Local Office:	Total - <u>65</u>	Government Audit Staff - <u>42</u>

6. Founding Date:

Firm: 1920
Local Office: 1987

7. Number of audits for local governmental units in which local office participated in the last three years: 110 per year Number of these that were single audits: 62 per year

8. Number of CAFRs prepared for local governmental units by the local office in last three years: 50 per year

Number of these which received GFOA Certificate of Achievement for Excellence in Financial Reporting: 50 per year (100%)

9. We affirm that Mauldin & Jenkins (including key professionals) is properly licensed with the State of Georgia to practice public accounting. Specifically, your engagement partner – Doug Moses, your supporting engagement partner – Meredith Lipson, your quality assurance review partner – James Bence and your engagement managers/directors - Christopher McKellar, Josh Carroll or Will Derzis are Certified Public Accountants and licensed to practice in the State of Georgia.

Executive Summary

May 17, 2021

City of Stonecrest, Georgia
Attn: Department of Purchasing and Contracts
3120 Stonecrest Blvd,
Stonecrest, Georgia 30038

Ladies and Gentlemen:


We appreciate the opportunity to propose on providing audit services to the City of Stonecrest, Georgia (the "City"), and we are pleased to submit a qualifications package including cost estimates to provide annual financial and compliance auditing services for the City. The contract for such audit services will be for three consecutive fiscal years beginning with the fiscal year ended December 31, 2020, and an option for extending for four (4) additional years to December 31, 2024.

We have read the Request for Proposal (RFP) and fully understand its intent and contents. We understand the time frame for performance of the annual financial audits as stipulated by the City and agree to provide the services described in the proposal. We will conduct preliminary and final fieldwork and will issue all of the deliverables and reports substantially prior to the required due dates.

As professionals serving the public sector, Mauldin & Jenkins is qualified to serve the City. We believe that **Mauldin & Jenkins is the leader in auditing state and local governments in the Southeast**. This leadership was achieved by recognizing that we are an important part of our client's success, with our objective being to ensure that accurate information is reported to the Council, management, and its citizens. Given the complexities of the City's financial operations and the ongoing significant changes in accounting standards, we feel that it is very important that you select an auditing firm that is **focused and experienced** in the governmental industry. We differentiate ourselves from our peers via:

- ❖ **Experience with Governments.** As auditors for more governments in Georgia than any other firm, our professionals are thoroughly versed in the complex governmental arena, and have consistently provided the highest quality of service to our government clients. We serve approximately:
 - **500 state and local governments across the Southeastern U.S.A.**
 - **126 cities and 57 counties;**
 - **62 school districts and 40 charter schools;**
 - **48 state agencies, authorities, commissions, colleges, and departments;**
 - **50 stand-alone business-type utility authorities (water/sewer, gas, electric, airports & transit);**
 - **100+ stand-alone governmental special purpose entities (housing, industrial development, health & welfare, other educational, retirement, libraries, etc.);**
 - **100+ water & sewer systems, 21 airport operations, 14 gas systems, 14 electrical utilities, & 11 transit services;**
 - **10 communities in the Municipal Electric Authority of Georgia (MEAG), 4 other large electric operations, and another 10 gas utility operations; and**
 - **131 governments awarded the GFOA's and, or ASBO's Financial Reporting Certificates.**

Mauldin & Jenkins provides over 100,000 hours of service to approximately 500 governmental units in the Southeast on an annual basis utilizing over 100 professionals.

- ❖ **Nationally Recognized.** Mauldin & Jenkins is consistently ranked in the Top 100 by various publications as one of the largest certified public accounting firms in the country. We are a regional firm, but the firm's influence is shared nationally. Our partners have volunteered to serve: as the American Institute of CPA's (AICPA's) sole representative to Government Accounting Standards Advisory Council (GASAC); the 2015 Chairman of the board of the AICPA. [In January 2020, our own Joel Black accepted the opportunity to serve as the Chairman of the Governmental Accounting Standards Board \(GASB\).](#) Mauldin & Jenkins is a leader nationally. 
- ❖ **Experience with Client Transitions.** Over the past 20 years, we have experienced approximately 500 transitions as the new auditors of governmental entities. Our team offers a great deal of experience with serving new clients, and providing a smooth transition during the change in auditors.
- ❖ **Information Technology Services.** We are proud to be one of the few firms in the southeast to utilize an Artificial Intelligence tool - Ai Auditor by Mindbridge - as part of our audit process. This tool provides for a more effective audit. We also have resources to address the evolving cybersecurity threats to your government with Certified Information Systems Auditors (CISA) on staff and certified by the AICPA to provide cybersecurity advisory services and the newly created cybersecurity assessment.
- ❖ **Staff Continuity.** Our staff retention rates are considered to be among the best in the profession. We are able to not only provide consistency with the partner and manager on our engagement teams, but seniors as well. We also have enough resources at the partner, manager, and senior levels to provide for periodic rotations as requested by our clients.
- ❖ **Education.** [Mauldin & Jenkins' clients have the opportunity to register and receive approximately thirty \(30\) hours of continuing education on an annual basis, free of charge.](#) We take our experience in serving governments, and choose timely and relevant topics to provide ongoing education to our clients. Sessions are limited to clients only.
- ❖ **Responsiveness and Large Firm Resources with Small Firm Sensitivity.** We pride ourselves in responding to the needs of our clients; not only the ability to meet deadlines, but also to respond to other requests. Our ability to be responsive is enhanced by the open communications and good working relationship we have with our clients. Our resources provide for the flexibility to meet your needs and to perform our services in an efficient and effective manner.
- ❖ **Organized to Specifically Meet Your Needs.** Our partners, managers, and seniors in the Firm's Governmental Practice Division spend 100% of their time serving governments. By structuring the Firm's Governmental Practice Division in such a manner, we are able to create efficiencies in the audit process which typically result in our total hours being significantly less than most other firms. The Atlanta office will be responsible for the audit with staffing available in other offices as needed. Please see remaining pages for further information about the Atlanta office and similar clients.

This proposal represents a firm offer for 90 days from the date of the proposal. As a member of Mauldin & Jenkins, Doug Moses is authorized to bind, and make representations for the Firm, and he will be the ultimate party responsible for the quality of the report and working papers. We welcome the opportunity to meet with you to present our proposal and our qualifications. Please contact us at (678) 742-6773. Again, on behalf of Mauldin & Jenkins, thank you for the opportunity to serve.

Sincerely,

MAULDIN & JENKINS, LLC

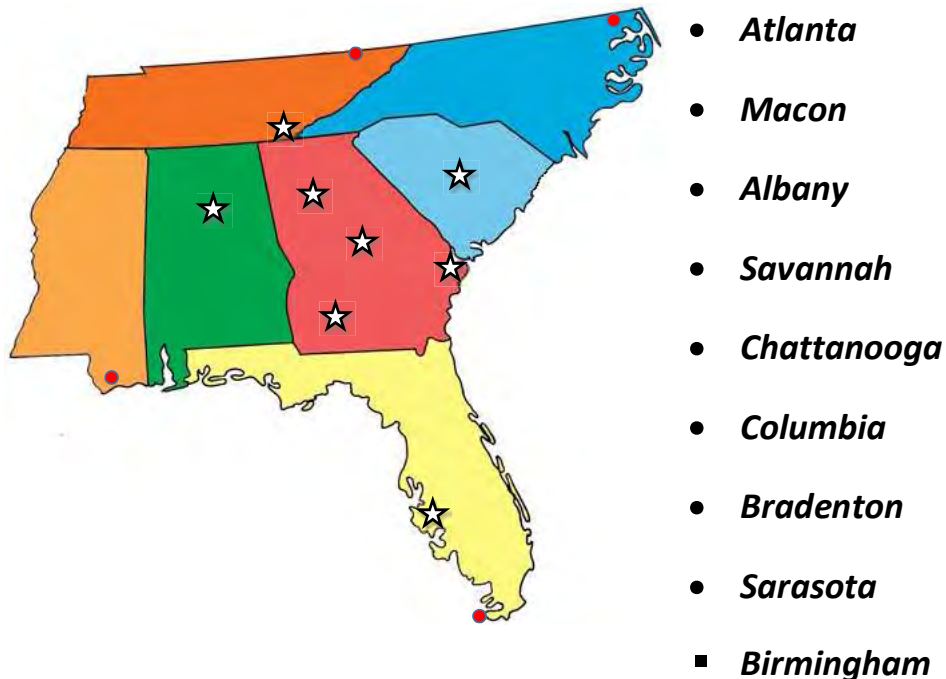


Doug Moses, Partner

Profile of Mauldin & Jenkins

Organization and Size – Regional Firm

Mauldin & Jenkins was formed in approximately 1918 and has been actively engaged in governmental auditing since its inception. Mauldin & Jenkins is one of the largest certified public accounting firms in the Southeast and in the U.S.A., and a leading provider of audit and accounting services. Mauldin & Jenkins serves clients whose operations span the entire U.S.A. Mauldin & Jenkins is considered to be a large regional firm with offices in the following eight communities:



Our current footprint of governmental clients extends as far northeast as Gates County in North Carolina (on the Virginia line) to Gulfport, Mississippi to Islamorada, Florida in the Florida Keys.

Other key information relative to the size and experience of Mauldin & Jenkins is as follows:

- **350,000** - approx. total hours of service provided annually to clients of the Firm
- **100,000** - approx. total hours of service provided annually to governmental clients
- **50%** - percentage of governmental practice as compared to Firm's attestation practice
- **28%** - percentage of governmental practice as compared to Firm's overall practice
- **500** - approx. total governmental entities served in past three (3) years
- **350** - total number of Firm personnel
- **131** - total clients served who obtain the GFOA/ASBO Certificates
- **52** - total clients with publicly issued debts in excess of \$50 million
- **55** - total number of Firm partners
- **15** - total number of full-time governmental partners & directors
- **11** - total number of full-time governmental managers
- **100** - total number of professionals with current governmental experience

A Century of Service



Mauldin & Jenkins' commitment to government began when our Firm was established in 1918. Since then, we have viewed service to governments as significant to the overall success of the Firm. Today, the governmental sector is an industry that has been specifically identified for our continued growth in professional services. Accordingly, all professionals, from entry-level accountants to partners (who select the governmental sector as their focus) are trained to understand the issues and meet the needs of state and local governmental entities.

As noted previously, **Mauldin & Jenkins employs 26 partners, directors and managers who dedicate 100% of their time serving government clients.** We also have numerous additional professionals with current experience in providing services to governmental entities, many of whom spend their time exclusively on government clients.

Mauldin & Jenkins' dedicated professionals can bring a comprehensive understanding of the issues that face government entities as well as "bench strength" at all levels, allowing us to respond swiftly and effectively to your evolving needs.

The goal of our government practice is to help governments improve their financial processes and strategies so that they can in turn achieve their goal of improving the lives of their citizens. This shared commitment to the goals of our clients has resulted in a significant government clientele.

As noted in our transmittal letter, we currently serve approximately 500 governments in the Southeast. We know of no other regional firm that can match our governmental experience.



"I was apprehensive when the decision was made to go with Mauldin & Jenkins thinking our city was too small for a larger firm. I couldn't be more pleased with their helpful attitude and professionalism. The audit process is now smooth and painless."

**Pam Herring,
City of Rockmart,
Clerk/Finance Officer**

Location of the Office from which the Work is to be Performed

The Atlanta office will act as the lead in providing services to the City with additional staff roles coming from our other offices as needed. The Atlanta office acts as the Firm's lead office on all governmental engagements across the Southeast. We have a working relationship between offices that we utilize quite often in serving the governmental sector, and it works quite well for all of our clients.

The individuals mentioned in this proposal, Mr. Doug Moses and Mrs. Meredith Lipson are known across the Southeast for their involvement with governmental entities. They have significant experience in governmental audit and accounting, and will play significant roles in providing ongoing services to the City. *If the City desires an entirely new engagement audit team from the previous years' audit, we can accommodate the City. Note that Meredith Lipson, Christopher McKellar, and Josh Carrol have no prior audit experience with the City of Stonecrest.*

The Atlanta office currently employs **65 professionals with current experience in providing services to governmental entities** and who will meet the continuing professional education requirements set forth in the U.S. General Accounting Office *Government Auditing Standards*. A further profile of the Atlanta office and the Firm’s professional staff as a whole is as follows:

Professional Staff by Level	Atlanta	Firm-Wide
Partners	17	53
Directors/Managers	16	41
Supervisors/Seniors	7	78
Other Staff & Consultants	25	128
Total	65	300

The Atlanta office currently also provides a wide range of attestation services, accounting, tax services, governmental advisor services, and information technology (cyber security) services.

Quality Control Review

External Peer Review

In the mid 70s, the Private Companies Practice Section (PCPS) was founded by the American Institute of CPAs (AICPA) to establish a voluntary quality assurance program for CPA firms. There are requirements for membership in the section, which include mandatory continuing education for each member of the professional staff and a key element is a tri-annual independent review of a firm’s quality control system in its practice of public accounting. Mauldin & Jenkins has been a member of the section from inception.



The peer review aspect has evolved from being voluntary to mandatory and Mauldin & Jenkins is in full compliance with the requirements of having a tri-annual review. In the peer reviewer’s latest report dated November 12, 2020, our reviewing firm gave a rating of “pass” which is the highest form of assurance they can render on the system of quality control for our accounting and audit practice.

A copy of the report on our most recent external quality control review is provided on the next page. **The quality control review included a review of specific government engagements.** No letter of comment was received as a result of this review. We are quite proud to be one of the few Southeast based firms to have undergone this review and to have received such an excellent opinion from a large reputable national firm.



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

November 12, 2020

To the Shareholders of Mauldin & Jenkins, LLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act, audits of employee benefit plans, audits performed under FDICIA, an audit of a broker-dealer and an examination of service organization's SOC 1 engagement.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Mauldin & Jenkins, LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended May 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Mauldin & Jenkins, LLC has received a peer review rating of *pass*.

PBMares, LLP

PBMares, LLP



"We chose Mauldin & Jenkins and have continued with them, because of their deep understanding and accounting knowledge of our industry and they are an invaluable resource to us. The professionals on their team are easy to work with and pay close attention to our specific concerns. They provide exceptional expertise and service, responding to questions quickly and proficiently. Without question, our decision to use Mauldin & Jenkins for the past years was a sound business decision, delivering the expected results and then some."

David Smith, Henry County (GA), Chief Financial Officer

Desk Reviews or Field Reviews

Mauldin & Jenkins audits most of the largest school districts in the State of Georgia. Based on that fact, the State of Georgia's Department of Audits & Accounts (DoAA) annually performs a review of a sample of our local school district audits. No report has ever been formally issued, and no matters or issues have ever been noted by this annual effort.

As part of the annual review process, the DoAA has asked to send teams of auditors to review our workpapers in their own effort to better approach financial and compliance audits from a risk based perspective.

With the exception of the above paragraph's thoughts, Mauldin & Jenkins has not had a federal or state desk review or field review of its audits during the past three years.

Regarding one of our past Federal desk reviews or field reviews, we would like to provide the following details of that review, as we believe its results further distinguish Mauldin & Jenkins from other firms.

As part of the Federal Department of Education's random testing of the audits of local boards of education, a review was performed by the Federal Office of Inspector General (OIG) regarding a Single Audit engagement of a local board of education. We are quite pleased to note the examiner provided Mauldin & Jenkins a letter of high marks for the performance of the respective Single Audit and this comes at a time when Federal regulators are condemning the profession for poor performance of such Single Audits. **Unofficially and orally provided, the examiner noted this Single Audit engagement to be the best such engagement reviewed in his experience.**

We at Mauldin & Jenkins are quite proud of our Firm's governmental practice and appreciate the efforts of state and Federal inspectors and examiners, and their kind words of our doing things right and doing the right things in our attestation engagements.

No Disciplinary Actions

Mauldin & Jenkins has not had any disciplinary actions taken (nor are any pending) against the Firm during the past three years with any state or Federal regulatory bodies or professional organizations.



"In the six years that I've gone through internal and external audits this has been by far the best experience with auditors. Your personalities make a huge difference and we haven't regretted changing auditors."

**Crystal Coleman,
Edgefield County (SC),
Former Finance Director**

Mauldin & Jenkins Qualifications

Client Transitions

Mauldin & Jenkins has experienced over 500 governmental client transitions in the past 20 years.



We recognize changing audit organizations creates an opportunity as well as a challenge to governmental units. Our method effectively minimizes the impact of transition, and our goal is to make such a change painless and a positive experience.

We accomplish successful transitions by taking the following ten steps:

- **Experience.** Our experience enables us to focus on the areas of your organization that possess the greatest risk. Each and every person assigned to the engagement will bring extensive governmental experience relative to their time with the firm. Essentially, our youngest staff persons oftentimes have more current governmental experience than higher level people in other firms.
- **Communication.** Our emphasis on planning and communication allows for an efficient and effective audit process in which everyone involved knows their roles and expectations. Further, we like to communicate with our clients, and want to hear their concerns, questions and thoughts as they develop, and address such matters at that time. This helps avoid surprises to all respective parties.
- **Learning Before Testing.** We do not take a cookie-cutter approach to our audits. Initially, we spend time visiting, inquiring, listening and learning before we ever begin the first audit tests.
- **Tailoring Our Approach.** Once we obtain an understanding of the the intricacies of a client's operations, we tailor our audit approach to minimize unnecessary time and effort in the audit process, and avoid disruptions to client personnel.
- **Not Recreating the Wheel.** We also consider client's processes and reports generated on a regular basis for possible use in our audit process to minimize the need for client's to spend additional time and effort simply creating auditor requested schedules. Further, we can share templates used by other clients and ourselves that may reduce time in generating audit schedules.
- **Flexible.** We understand the demands client personnel have on a daily basis. We have the resources available to accommodate any special requests or timing relative to the conduct of the annual audit, and still meet required specified deadlines. We understand plans can change, and we are open to making any change in scheduling requested by our clients.
- **Decisions Made in the Field.** Issues, as they arise, are dealt with immediately and not accumulated until the end of the audit. This is accomplished by having seasoned governmental partners and managers in the field during the course of the engagement.



"The Commissioners of Mount Pleasant Waterworks would like to express their sincere thanks and appreciation for the excellent audit of our financials, especially being a first time audit..... We are looking forward to next year's audit."

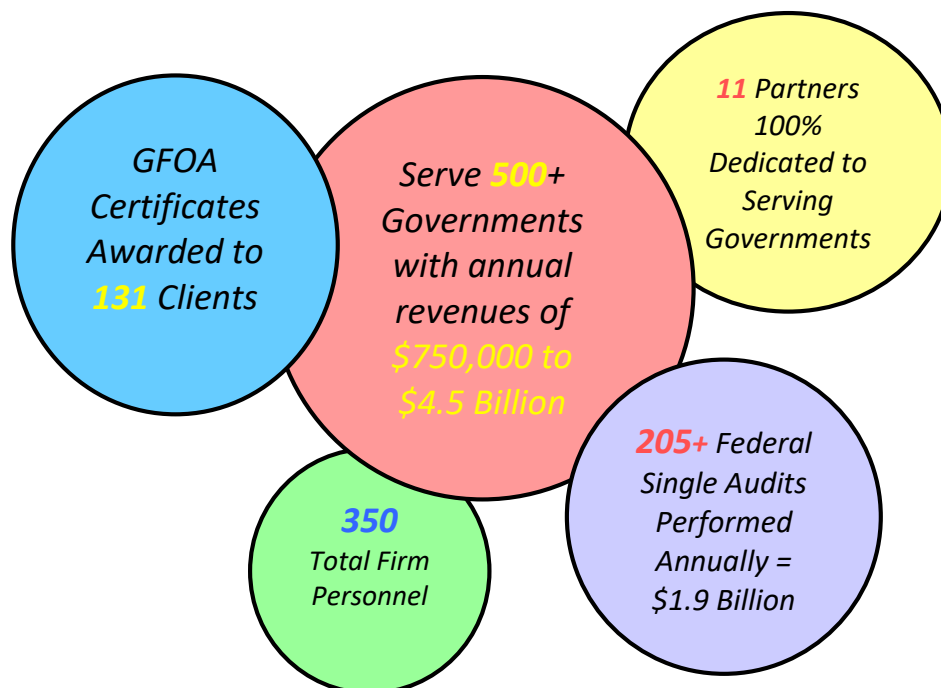
Clay Duffie, Mount Pleasant (SC) Waterworks, General Manager

- **Reviews in the Field.** Our goal is to conduct and review audits in the field. We find that to be the most effective and efficient approach to client service. Because our partners and managers are directly involved in the engagement during fieldwork, we can proactively identify significant issues immediately and resolve them with management so the engagement is essentially complete when fieldwork ends.
- **Year-long Support.** We encourage your staff to take advantage of our accessible staff throughout the year for questions that may arise. Our people, working with you and your staff, can provide proactive advice on new accounting or GAAP pronouncements and their potential impact; help with immediate problems including answers to questions; and share insights and best practices to assist you in planning for your future success.
- **Working Toward a Common Goal.** Considering all of the above thoughts, our ultimate goal and objective is to provide excellent client service with the least amount of disruption to our clients. We tailor our approach to provide for everyone to work smarter so our clients do not have to work harder.

Governments Served in the Past Six Years

Perhaps the greatest indicator of our reliability as a professional service provider to state and local governments is our list of governmental clients.

The following governmental client listings are provided to demonstrate Mauldin & Jenkins' vast experience serving the governmental sector, and these listings are broken down by type of governmental unit, and the respective listings represents clients we have served in the past three years (and not over a lifetime).



Counties. Counties we have audited or are in the process of serving within the past six years:

Georgia			
1) Athens-Clarke	16) Gwinnett	32) Newton	46) Montgomery
2) Augusta-Richmond	17) Henry	33) Paulding	47) Orange
3) Columbus-Muscogee	18) Jackson	34) Rockdale	48) Washington
4) Macon-Bibb	19) Jeff Davis	35) Spalding	
5) Bacon	20) Jenkins	36) Stephens	South Carolina
6) Barrow	21) Jones	37) Tattnall	49) Beaufort
7) Chatham	22) Lamar	38) Taylor	50) Calhoun
8) Clayton	23) Lee	39) Toombs	51) Colleton
9) Colquitt	24) Liberty	40) Union	52) Edgefield
10) Crisp	25) Long	41) Walton	53) Greenville
11) DeKalb	26) Lumpkin	42) Whitfield	54) Lancaster
12) Dougherty	27) Macon		55) Laurens
13) Douglas	28) McIntosh	North Carolina	56) Oconee
14) Floyd	29) Mitchell	43) Gates	
15) Forsyth	30) Monroe	44) Halifax	Tennessee
	31) Morgan	45) Madison	57) Hamilton

Cities. Cities we have audited or are in the process of serving within the past six years:

Georgia				North Carolina			
1) Albany	36) Holly Springs	72) Tifton	101) Asheville	102) Black Mountain	103) Garner	104) New Bern	105) Selma
2) Alpharetta	37) Jefferson	73) Toccoa	106) Aiken	107) Beaufort	108) Chapin	109) Charleston	110) Clover
3) Americus	38) Jeffersonville	74) Tucker	107) Beaufort	108) Chapin	109) Charleston	110) Clover	111) Hardeeville
4) Austell	39) Johns Creek	75) Tybee Island	108) Chapin	109) Charleston	110) Clover	111) Hardeeville	112) Hemingway
5) Baldwin	40) Kennesaw	76) Union City	109) Charleston	110) Charleston	111) Hardeeville	112) Hemingway	113) Hollywood
6) Ball Ground	41) Kingsland	77) Vernonburg	110) Charleston	111) Hardeeville	112) Hemingway	113) Hollywood	114) Goose Creek
7) Bloomingdale	42) Lawrenceville	78) Villa Rica	111) Hardeeville	112) Hemingway	113) Hollywood	114) Goose Creek	115) Johnsonville
8) Braselton	43) Leesburg	79) Waycross	112) Hemingway	113) Hollywood	114) Goose Creek	115) Johnsonville	116) Kiawah Island
9) Brookhaven	44) Lilburn		113) Hollywood	114) Goose Creek	115) Johnsonville	116) Kiawah Island	117) Loris
10) Brunswick	45) Lyons	Alabama	114) Goose Creek	115) Johnsonville	116) Kiawah Island	117) Loris	118) North Charleston
11) Cartersville	46) Milledgeville	80) Tuscaloosa	115) Johnsonville	116) Kiawah Island	117) Loris	118) North Charleston	119) Orangeburg
12) Cedartown	47) Milton		116) Kiawah Island	117) Loris	118) North Charleston	119) Orangeburg	120) Pamplico
13) Chamblee	48) Monroe	Mississippi	117) Loris	118) North Charleston	119) Orangeburg	120) Pamplico	121) Rock Hill
14) Chattahoochee Hills	49) Morrow	81) Gulfport	118) North Charleston	119) Orangeburg	120) Pamplico	121) Rock Hill	122) Seabrook Island
15) Clarkston	50) Peachtree City		119) Orangeburg	120) Pamplico	121) Rock Hill	122) Seabrook Island	123) Summerville
16) College Park	51) Peachtree Corners	Florida	120) Pamplico	121) Rock Hill	122) Seabrook Island	123) Summerville	
17) Conyers	52) Perry	82) Arcadia	121) Rock Hill	122) Seabrook Island	123) Summerville		
18) Cordele	53) Pooler	83) Bradenton	122) Seabrook Island	123) Summerville			
19) Covington	54) Powder Springs	84) Callaway					
20) Decatur	55) Quitman	85) Cooper City					
21) Doraville	56) Port Wentworth	86) Crystal River					
22) Douglasville	57) Richmond Hill	87) Ft. Meyers Beach					
23) Duluth	58) Riverdale	88) Haines City					
24) Dunwoody	59) Rockmart	89) Hallandale Beach					
25) Fairburn	60) Rome	90) Indiantown					
26) Fayetteville	61) Roswell	91) Islamorada					
27) Flovilla	62) Savannah	92) Lake Placid					
28) Forest Park	63) Sharpsburg	93) Longboat Key					
29) Forsyth	64) Social Circle	94) Marco Island					
30) Garden City	65) South Fulton	95) Naples					
31) Grantville	66) St. Marys	96) North Port					
32) Grovetown	67) Stockbridge	97) Pensacola					
33) Griffin	68) Stonecrest	98) Pinecrest					
34) Hapeville	69) Suwanee	99) Plant City					
35) Hinesville	70) Temple	100) Wildwood					
	71) Thunderbolt						

State Governmental Entities. States have many entities as part of financial reporting: agencies, departments, colleges, university foundations, and other component units that are audited. Please see the following for a listing of State governmental entities we have audited in the past six years:

- | | |
|---|--|
| 1) Abraham Baldwin Agri. College Foundation | 25) Ga. Superior Court Clerk's Cooperative Auth. |
| 2) Aiken Technical College | 26) University of Chattanooga Foundation |
| 3) Central Carolina Technical College | 27) Trident Technical College |
| 4) College of Coastal Georgia Foundation | 28) Kennesaw State Univ. Athletic Department |
| 5) Francis Marion University | 29) Kennesaw State Univ. Athletic Foundation |
| 6) Ga. Building Authority (GBA) | 30) Kennesaw State Univ. Research Foundation |
| 7) Ga. Business Success Center | 31) Kennesaw State Univ. Foundation |
| 8) Ga. College & State Univ. Foundation | 32) Medical College of Georgia Foundation |
| 9) Ga. Dept. of Community Health (DCH) | 33) New College of Florida |
| 10) Ga. Education Authority | 34) Northeastern Technical College |
| 11) Ga. Environmental Finance Auth. (GEFA) | 35) Northwest Florida College Foundation |
| 12) Ga. Higher Education Assistance Corp. | 36) Polytechnic Foundation of Kennesaw State Univ. |
| 13) Ga. Higher Education Facilities Authority | 37) REACH Georgia (of the GSFC) |
| 14) Ga. Highlands College Foundation | 38) South Carolina Infrastructure Bank |
| 15) Ga. Lottery Corporation (LOTTO) | 39) South Carolina Department of Transportation |
| 16) Ga. Military College Foundation | 40) Southern Polytechnic Applied Research Foundation |
| 17) Ga. Ports Authority (GPA) | 41) State College of Florida Sarasota-Manatee |
| 18) Ga. Southern Univ. Athletic Foundation | 42) Stone Mountain Memorial Association |
| 19) Ga. Southern Univ. Foundation | 43) Tri County Technical College |
| 20) Ga. State Financing & Investment Com. (GSFIC) | 44) Trident Technical College |
| 21) Ga. State Univ. Athletic Foundation | 45) University of North Georgia Foundation |
| 22) Ga. State Univ. Foundation | 46) University of West Georgia Foundation |
| 23) Ga. Student Finance Authority (GSFA) | 47) University System of Georgia |
| 24) Ga. Student Finance Commission (GSFC) | 48) Williamsburg Technical College |

School Systems. Boards of Education we have served within the past six years:

Georgia

- | | | |
|--------------------------------|----------------------------------|---------------------------|
| 1) Atlanta Independent Schools | 23) Fayette County Schools | 46) Thomas County Schools |
| 2) Baker County Schools | 24) Floyd County Schools | 47) Troup County Schools |
| 3) Bartow County Schools | 25) Forsyth County Schools | 48) Twiggs County Schools |
| 4) Bibb County Schools | 26) Fulton County Schools | 49) Union County Schools |
| 5) Bleckley County Schools | 27) Gainesville City Schools | 50) Walton County Schools |
| 6) Brooks County Schools | 28) Glynn County Schools | 51) Ware County Schools |
| 7) Buford City Schools | 29) Gwinnett County Schools | |
| 8) Butts County Schools | 30) Habersham County Schools | |
| 9) Camden County Schools | 31) Hancock County Schools | |
| 10) Carroll County Schools | 32) Harris County Schools | |
| 11) Carrollton City Schools | 33) Henry County Schools | |
| 12) Cartersville City Schools | 34) Jefferson City Schools | |
| 13) Clay County Schools | 35) Marietta City Schools | |
| 14) Clayton County Schools | 36) Marion County Schools | |
| 15) Cobb County Schools | 37) Murray County Schools | |
| 16) Coweta County Schools | 38) Oconee County Schools | |
| 17) Decatur City Schools | 39) Paulding County Schools | |
| 18) DeKalb County Schools | 40) Peach County Schools | |
| 19) Dodge County Schools | 41) Polk County Schools | |
| 20) Douglas County Schools | 42) Putnam County Schools | |
| 21) Emanuel County Schools | 43) Rockdale County Schools | |
| 22) Fannin County Schools | 44) Rome City Schools | |
| | 45) Savannah-Chatham Co. Schools | |

Florida

- 52) Highland County Schools
- 53) Manatee County Schools
- 54) Lee County Schools

South Carolina

- 55) Beaufort County Schools
- 56) Clarendon Co. School Dist. 1
- 57) Florence School Dist. 1
- 58) Lexington Co. School Dist. 1
- 59) Marlboro County Schools
- 60) Richland Co. School Dist. 1
- 61) Sumter County Schools

Tennessee

- 62) Hamilton County Schools

Charter School Systems. Charter schools we have served within the past six years:

- 1) Academy for Classical Education (ACE)
- 2) Atlanta Heights Charter Academy
- 3) Brighten Academy
- 4) Brookhaven Innovation Academy
- 5) Coastal Empire Montessori Academy
- 6) Cherokee Charter Academy
- 7) Coweta Charter Academy
- 8) East Point Academy of South Carolina
- 9) Furlow Charter Academy
- 10) Georgia Online Academy
- 11) Georgia School for Innovation & Classics
- 12) Gwinnett County BOE Charter Schools
- 13) Gwinnett Online Campus
- 14) Graduation Achievement Charter High School
- 15) Imagine School at North Port
- 16) Imagine School at Palmer Ranch
- 17) Imagine School of East Manatee County
- 18) Imagine School of Manatee County
- 19) International Charter School of Atlanta
- 20) Ivy Preparatory Academy at Gwinnett
- 21) Ivy Preparatory Academy for Girls
- 22) Ivy Preparatory Young Men’s Leadership Academy
- 23) Just for Girls Academy
- 24) Kendezi School
- 25) KIPP Metro Atlanta Collaborative
- 26) KIPP Opportunity Fund
- 27) KIPP South Fulton Academy
- 28) Montessori School of Camden, SC
- 29) NW Florida St. College – Collegiate High School
- 30) Pataula Charter Academy
- 31) Phoenix Center Community Service Board
- 32) Provost Academy of Georgia
- 33) Scintilla Charter Academy
- 34) SW Georgia STEM Charter School
- 35) St. Petersburg Collegiate High School
- 36) State College of Florida – Collegiate High School
- 37) Student Leadership Academy of Venice
- 38) Susie King Taylor Community School
- 39) Troup County College & Career Academy
- 40) Tybee Island Maritime Academy

Business-Type Special Purpose Governments. Please see the following for a listing of business-type stand-alone special purpose business-type governments we have served in the past six years:

Water/Sewer & Electric Utility

- 1) Augusta Utilities (Water/Sewer Ops)
- 2) Barrow County Water & Sewer Authority
- 3) Bristol Joint Sewer System
- 4) Brunswick - Glynn Joint Water & Sewer Comm.
- 5) Catawba River Water Supply Project
- 6) Charleston Water System
- 7) Chatsworth Water Works Commission
- 8) Clayton County Water & Sewer Authority
- 9) Cobb County - Marietta Water Authority
- 10) Eatonton-Putnam Water & Sewer Authority
- 11) Edgefield County Water & Sewer Authority
- 12) Englewood Water District
- 13) Georgetown County Water & Sewer District
- 14) Greenwood Commissioners of Public Works
- 15) Gwinnett County Water and Sewerage Authority
- 16) Hamilton Co. Water & Wastewater Treatment
- 17) Henry County Water Authority
- 18) Lumpkin County Water & Sewerage Authority
- 19) Macon Water Authority
- 20) Mount Pleasant Waterworks
- 21) Newton County Water & Sewerage Authority
- 22) North Charleston Sewer District
- 23) Orangeburg Department of Public Utilities
- 24) Peace River/Manasota Reg. Water Supply Authority
- 25) Peachtree City Water & Sewerage Authority
- 26) Polk County Water Authority
- 27) South Fulton Municipal Regional Water & Sewer
- 28) Tampa Bay Water Authority
- 29) Walton County Water & Sewerage Authority

- 30) Crisp County Power Commission
- 31) Electric Power Board of Chattanooga, TN
- 32) Emerald Coast Utilities Authority
- 33) Greer Commission of Public Works
- 34) New Bern Electrical System

Airports

- 35) Augusta-Richmond County Regional Airport
- 36) Charleston County Aviation Authority
- 37) Cherokee Airport Authority
- 38) Glynn County Airport Commission
- 39) Gwinnett Airport Authority
- 40) Paulding County Airport Authority

Transit

- 41) Birmingham-Jefferson County Transit Authority
- 42) Central Midlands Regional Transit Authority
- 43) Chattanooga Area Reg. Transportation Authority
- 44) Lakeland Area Mass Transit District
- 45) Lowcountry Regional Transit Authority
- 46) Macon Transit Authority
- 47) Santee Wateree Regional Transit Authority
- 48) South Florida Regional Transportation Authority
- 49) Waccamaw Regional Transportation Authority

Gas

- 50) Austell Natural Gas System

Other Governments. Other governmental entities we have audited within the past six years:

- 1) Albany - Dougherty Inner City Authority
- 2) Amelia Island Convention & Visitors Bureau
- 3) Amelia Island Mosquito District
- 4) Allendale County Hospital
- 5) Atlanta Development Authority
- 6) Atlanta Economic Renaissance Corporation
- 7) Atlanta Housing Opportunity
- 8) Avita Community Partners
- 9) Bartram Trail Regional Library
- 10) Bayshore Gardens Park & Recreation District
- 11) Bradenton Downtown Development Authority
- 12) Bristol Public Library
- 13) Central Community Redevelopment Agency
- 14) Central Midlands Council of Govts.
- 15) Central Savannah River Area Regional Comm.
- 16) Charleston Co. Parks & Recreation Authority
- 17) Chatham County Jail Complex
- 18) Chatham County Tax Commissioner
- 19) Chattahoochee River 911 Authority
- 20) Chattanooga Area Regional Council of Govts.
- 21) Citrus County Mosquito District
- 22) City of Albany- Chehaw Park Authority
- 23) City of East Point Retirement Plan
- 24) City of North Port, Fl. - Firefighters' Pension
- 25) City of Sandy Springs Development Authority
- 26) Classic Center Auth. of Clarke County
- 27) Clayton Center Community Service Board
- 28) Clayton Co. Pension Fund
- 29) Clayton Co. District Attorneys Office
- 30) Coastal Heritage Society
- 31) Cobb Center Community Service Board
- 32) Cobb County-Marietta Water Auth. Pension
- 33) Columbia County Board of Health
- 34) Columbia Development Corp.
- 35) Columbia Empowerment Zone
- 36) Columbia Housing Development Corp.
- 37) Community Housing Services Agency (CHSA)
- 38) Convention and Visitors Bureau of Dunwoody
- 39) Crisp Co.- Cordele Industrial Development Authority
- 40) Crisp Co.- Cordele Industrial Development Council
- 41) Decide DeKalb
- 42) DeKalb County Public Library
- 43) Dev. Auth. of City of Jeffersonville & Twiggs Co.
- 44) Development Authority of Cherokee County
- 45) Development Authority of City of Roswell
- 46) Development Authority of Lumpkin County
- 47) Development Authority of Peachtree City
- 48) Development Authority of Warner Robins
- 49) Disabilities Board of Charleston County
- 50) Douglas County Community Service Board
- 51) Downtown Atlanta Revitalization
- 52) Eau Development Corporation
- 53) Ensor Forest Apartments
- 54) Fifth Circuit Solicitor of Richland County
- 55) Forsyth County Public Library
- 56) Friends of Bulloch
- 57) Georgia Charter Educational Foundation
- 58) Georgia Pines Community Service Board
- 59) Georgia Ports Auth. DB & OPEB Plan
- 60) Georgia Ports Auth. Defined Contribution Plan
- 61) Griffin Spalding County Land Bank Authority
- 62) Gwinnett Civic/Cultural Center Operations
- 63) Gwinnett Convention and Visitors Bureau
- 64) Gwinnett County Development Authority
- 65) Gwinnett County Public Facilities Authority
- 66) Gwinnett County Public Library
- 67) Gwinnett County Recreation Authority
- 68) Heart of Georgia Altamaha Regional Commission
- 69) Historic Roswell Convention & Visitors Bureau
- 70) Hospital Authority of St. Marys
- 71) Housing Authority of Clayton County
- 72) Houston County Library System
- 73) Islamorada, Village of Islands, Florida
- 74) Jefferson Co. Economic and Industrial Dev Authority
- 75) Keep Peachtree City Beautiful Commission
- 76) Kennesaw State University Athletic Department
- 77) Lamar County Recycling Authority
- 78) Legacy Community Health Services
- 79) Liberty County Development Authority
- 80) Live Oak Public Library
- 81) Lumpkin County Hospital Authority
- 82) Macon-Bibb County Land Bank Authority
- 83) Manatee County Mosquito Control Dist
- 84) Manatee Technical Institute
- 85) MARTA/ATU Local 732 Employees Retirement
- 86) McIntosh Trail Community Service Board
- 87) McMinn County Library
- 88) McPherson Implementing Local Redev. Authority
- 89) McPherson Planning Local Redevelopment Authority
- 90) Metropolitan Planning Commission (MPC)
- 91) Middle Georgia Community Service Board
- 92) Milledgeville-Baldwin County Dev. Authority
- 93) NE Corridor, LLC
- 94) North Charleston District
- 95) North Fulton Regional Radio Authority
- 96) Northeast Georgia Regional Commission
- 97) Northwest Florida State College Foundation
- 98) Ocean Highway and Port Auth. of Nassau County
- 99) Oconee Center Community Service Board
- 100) Orangeburg Co. Dept. of Disabilities & Special Needs
- 101) Palm Bay Police & Fire Pension Plan
- 102) Pathways Center Community Service Board
- 103) Paulding County Industrial Development Authority
- 104) Peace River/Manasota Regional Water Supply Authority
- 105) Peachtree City Convention & Visitor's Bureau
- 106) Phoenix Center Community Service Board
- 107) Pooler Chamber of Commerce
- 108) Public Bldg. Auth. of Knox Co. & City of Knoxville
- 109) Riverdale Downtown Development Authority
- 110) River's Edge Community Service Board
- 111) Saluda Nursing Center
- 112) Sandy Springs Hospitality Board
- 113) Santee-Lynches Reg. Council of Governments
- 114) Santee-Lynches Reg. Development Corp.
- 115) Sarasota School of Arts & Sciences
- 116) Savannah Development & Renewal Authority
- 117) Serenity Behavioral Health Systems
- 118) South Carolina Centers of Economic Excellence
- 119) South Island Public Service District
- 120) Southeast Tennessee Development District
- 121) SOWEGA Council on Aging
- 122) Toccoa-Stephens County Public Library
- 123) Town Center Area Community Imp. District
- 124) Trailer Estates (FL)
- 125) Two Notch Development Corp.
- 126) Tybee Island Maritime Academy
- 127) Vidalia Onion Committee
- 128) Waynesboro Housing Authority Group

Water & sewer operations. Below is a listing of water/sewer operations we have served within the past six years:

- | | | |
|-----------------------------|----------------------------|--|
| 1) Athens-Clarke County | 42) City of Marco Island | 82) Monroe County |
| 2) Augusta-Richmond Co. | 43) City of Milledgeville | 83) Orange County |
| 3) Calhoun County | 44) City of Monroe | 84) Paulding County |
| 4) Chatham County | 45) City of Naples | 85) Rockdale County |
| 5) City of Aiken | 46) City of New Bern | 86) Spalding County |
| 6) City of Albany | 47) City of North Port | 87) Taylor County |
| 7) City of Americus | 48) City of Palmetto | 88) Walton County |
| 8) City of Arcadia | 49) City of Perry | 89) Washington County, NC |
| 9) City of Ball Ground | 50) City of Plant City | 90) Barrow Co. Water & Sewer Authority |
| 10) City of Black Mountain | 51) City of Pooler | |
| 11) City of Bloomingdale | 52) City of Port Wentworth | 91) Bristol Joint Sewer System |
| 12) City of Bradenton | 53) City of Powder Springs | 92) Brunswick - Glynn Joint Water & Sewer Comm. |
| 13) City of Brunswick | 54) City of Quitman | 93) Catawba River Water Supply Project |
| 14) City of Callaway | 55) City of Richmond Hill | 94) Charleston Water System |
| 15) City of Canton | 56) City of Rockmart | 95) Chatsworth Water Works Comm. |
| 16) City of Cartersville | 57) City of Rome | 96) Clayton Co. Water & Sewer Auth. |
| 17) City of Clover | 58) City of Roswell | 97) Cobb Co. - Marietta Water Auth. |
| 18) City of College Park | 59) City of Savannah | 98) Eatonton-Putnam Water & Sewer Auth. |
| 19) City of Conyers | 60) City of Selma | 99) Edgefield Co. Water & Sewer Auth. |
| 20) City of Cooper City | 61) City of St. Marys | 100) Georgetown Co. Water & Sewer District |
| 21) City of Cordele | 62) City of Stockbridge | 101) Greenwood Comm. of Public Works |
| 22) City of Covington | 63) City of Suwanee | 102) Gwinnett Co. Water & Sewerage Auth. |
| 23) City of Crossville | 64) City of Thunderbolt | 103) Hamilton Co. Water & Wastewater Treat |
| 24) City of Crystal River | 65) City of Tifton | 104) Henry Co. Water Authority |
| 25) City of Fairburn | 66) City of Toccoa | 105) Lumpkin Co. Water & Sewerage Auth. |
| 26) City of Fayetteville | 67) City of Tuscaloosa | 106) Macon Water Authority |
| 27) City of Ft. Myers Beach | 68) City of Tybee Island | 107) Mount Pleasant Waterworks |
| 28) City of Garden City | 69) City of Union City | 108) Newton Co. Water & Sewerage Auth. |
| 29) City of Goose Creek | 70) City of Villa Rica | 109) North Charleston Sewer District |
| 30) City of Grantville | 71) City of Wildwood | 110) Orangeburg Dept. of Public Utilities |
| 31) City of Griffin | 72) Columbia Co. | 111) Peace River/Manasota Reg. Water Supply Auth. |
| 32) City of Gulfport | 73) Crisp County | 112) Peachtree City Water & Sewerage Auth. |
| 33) City of Haines City | 74) DeKalb County | |
| 34) City of Hinesville | 75) Floyd County | |
| 35) City of Islamorada | 76) Forsyth County | |
| 36) City of Jefferson | 77) Lee County | 113) Polk Co. Water Authority |
| 37) City of Kingsland | 78) Liberty County | 114) South Fulton Municipal Regional Water & Sewer Auth. |
| 38) City of Lake Placid | 79) Lincoln County | |
| 39) City of Lawrenceville | 80) McIntosh County | 115) Tampa Bay Water Auth. |
| 40) City of Leesburg | 81) Mitchell County | |
| 41) City of Long Boat Key | | |

Gas operations. Below is a listing of gas operations we have served within the past six years:

- | | |
|-------------------------------|---------------------------|
| 1) Athens-Clarke County | 8) City of Covington |
| 2) Austell Natural Gas System | 9) City of Grantville |
| 3) Barrow County | 10) City of Lawrenceville |
| 4) City of Albany | 11) City of Pensacola |
| 5) City of Americus | 12) City of Social Circle |
| 6) City of Cartersville | 13) City of Tifton |
| 7) City of Cordele | 14) City of Toccoa |

Electric operations. Below is a listing of electrical operations we have served within the past six years:

- | | |
|--------------------------|---|
| 1) City of Albany | 8) City of Monroe |
| 2) City of Cartersville | 9) City of Quitman |
| 3) City of College Park | 10) Crisp County Power Commission |
| 4) City of Fairburn | 11) Electric Power Board of Chattanooga |
| 5) City of Griffin | 12) Emerald Coast Utilities Authority |
| 6) City of Griffin | 13) Greer Commission of Public Works |
| 7) City of Lawrenceville | 14) New Bern Electrical System |

Transit operations. Below is a listing of transit operations we have served within the past six years:

- | | |
|--|--|
| 1) City of Albany | 7) Macon Transit Authority |
| 2) Birmingham-Jefferson County Transit Auth. | 8) Santee Wateree Regional Transit Auth. |
| 3) Central Midlands Regional Transit Auth. | 9) South Florida Regional Transportation Auth. |
| 4) Chattanooga Area Regional Transp. Auth. | 10) Waccamaw Regional Transportation Auth. |
| 5) Lakeland Area Mass Transit District | 11) Whitfield Transit |
| 6) Lowcountry Regional Transit Auth. | |

Airport operations. Below is a listing of airport operations we have served within the past six years:

- | | |
|---|---|
| 1) Athens-Clarke County | 12) City of Pensacola |
| 2) Augusta-Richmond County Regional Airport | 13) DeKalb County |
| 3) Barrow County | 14) Floyd County |
| 4) Beaufort Co., SC - City of Hilton Head | 15) Glynn County Airport Commission |
| 5) Beaufort Co., SC - Lady's Island | 16) Gwinnett Airport Authority |
| 6) Charleston County Aviation Authority | 17) Henry County |
| 7) Cherokee Airport Authority | 18) Lancaster Co., SC |
| 8) City of Aiken | 19) Macon-Bibb Co. - Downtown Airport |
| 9) City of Albany | 20) Macon-Bibb Co. - Mid.Ga. Regional Airport |
| 10) City of Covington | 21) Paulding County Airport Authority |
| 11) City of Griffin | |

CAFR Certificates of Achievement & Excellence



Mauldin & Jenkins has served **approximately 500 governments** in the past several years, and **131** governmental units who obtain the GFOA's Certificate of Achievement for Excellence in Financial Reporting (and, or the ASBO's Certificate of Excellence in Financial Reporting).



Mauldin & Jenkins' clients have never failed to obtain the Certificate! Mauldin & Jenkins is batting 1000%. Every CAFR submitted has received the award. The following are current clients:

Counties:

- 1) Athens-Clarke
- 2) Augusta-Richmond
- 3) Barrow
- 4) Beaufort, SC
- 5) Cartersville
- 6) Chatham
- 7) Clayton
- 8) Colleton, SC
- 9) Columbus-Muscogee
- 10) DeKalb
- 11) Douglas
- 12) Edgefield, SC
- 13) Floyd
- 14) Forsyth
- 15) Glynn
- 16) Greenville, SC
- 17) Gwinnett
- 18) Halifax, NC
- 19) Hamilton, TN
- 20) Henry
- 21) Jackson
- 22) Lancaster, SC
- 23) Liberty
- 24) Macon-Bibb
- 25) Morgan
- 26) Newton

- 27) Oconee, SC
- 28) Orange, NC
- 29) Paulding
- 30) Rockdale
- 31) Spalding
- 32) Walton
- 33) Washington, NC
- 34) Whitfield

Cities:

- 35) Aiken, SC
- 36) Albany
- 37) Alpharetta
- 38) Americus
- 39) Austell
- 40) Ball Ground
- 41) Beaufort, SC
- 42) Black Mountain, NC
- 43) Bluffton, SC
- 44) Bradenton, FL
- 45) Bristol, TN
- 46) Brookhaven
- 47) Brunswick
- 48) Callaway, FL
- 49) Cartersville
- 50) Chamblee
- 51) Charleston, SC

- 52) Chamblee
- 53) College Park
- 54) Conyers
- 55) Cooper City, FL
- 56) Covington
- 57) Decatur
- 58) Douglasville
- 59) Dunwoody
- 60) Fayetteville
- 61) Fairburn
- 62) Forest Park
- 63) Garden City
- 64) Griffin
- 65) Gulfport, MS
- 66) Haines City, FL
- 67) Hallandale Bch, FL
- 68) Hapeville
- 69) Hardeeville, SC
- 70) Hinesville
- 71) Holly Springs
- 72) John's Creek
- 73) Kennesaw
- 74) Kiawah Island
- 75) Kingsland
- 76) Marco Island, FL
- 77) Longboat Key, FL
- 78) Milledgeville

- 79) Milton
- 80) Monroe
- 81) Morrow
- 82) Naples, FL
- 83) New Bern, NC
- 84) N. Charleston, SC
- 85) North Port, FL
- 86) Peachtree City
- 87) Pensacola, FL
- 88) Perry
- 89) Pinecrest, FL
- 90) Pooler
- 91) Port Wentworth
- 92) Riverdale
- 93) Rockmart
- 94) Rome
- 95) Roswell
- 96) St. Marys
- 97) Sandy Springs
- 98) Savannah
- 99) Suwanee
- 100) Thunderbolt
- 101) Tuscaloosa, AL
- 102) Union City

Boards of Education:

- 103) Atlanta Public Schools
- 104) Beaufort County Schools
- 105) Bibb County Schools
- 106) Cartersville City Schools
- 107) Clayton County Schools
- 108) Cobb County Schools
- 109) Fayette County Schools
- 110) Fulton County Schools
- 111) Gwinnett County Schools
- 112) Lee County School District
- 113) Marietta City Schools
- 114) Richland Co. School District One
- 115) Savannah-Chatham County Schools

State Governmental Entities:

- 116) Ga. Environ. Fin. Auth. (GEFA)
- 117) Ga. Ports Authority

Other Governmental Entities:

- 118) Central Savannah River Area Regional Comm.
- 119) Charleston Water System
- 120) Clayton County Water Authority
- 121) Cobb County - Marietta Water Authority
- 122) Greenwood Commissioners of Public Works
- 123) Greer Commission of Public Works
- 124) Henry County Water Authority
- 125) Lowcountry Regional Transportation Authority
- 126) Macon Water Authority
- 127) Mount Pleasant Waterworks
- 128) North Charleston Sewer District
- 129) Public Building Authority of Knox Co. & Knoxville
- 130) South Florida Transportation Authority
- 131) Tampa Bay Water Authority



Client Testimony on Results of 1st Attempt. *“We received the Certificate of Achievement from GFOA this week. This was a team effort and I want to share with you how much I appreciate you and the rest of the staff from Mauldin & Jenkins. You have an excellent team and should be very proud of them. I look forward to continuing our relationship in the future.”*

Tim Schroer, Augusta - Richmond Co. (GA), Assistant Director of Finance

PAFR Experience

The GFOA established the Popular Annual Financial Report (PAFR) Awards Program in 1991 to encourage and assist state and local governments to extract information from their comprehensive annual financial report to produce a high quality PAFR. PAFR's are specifically designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance. The GFOA's award program recognizes individual governments that are successful in achieving that goal.

Mauldin & Jenkins currently serves 16 local governments who prepare a PAFR on an annual basis. We assist our clients in planning, developing and reviewing their PAFR's, and believe such deliverables to be extremely valuable to governments communicating their finances to the general public.

Should the City be interested in preparing such a report, we would enjoy the opportunity to assist.

Municipal Bond Experience

In case the City plans to issue and refund bonds in the coming years, we have elected to share with the City some of our experience in the municipal bond area of auditing and financial reporting.

Please see our qualifications regarding our bond program auditing experience within the past three years. Such qualifications include our auditing municipal bond programs with at least \$50 million of outstanding bonded debt for which much of the debt has been issued in the past three years, and we have issued numerous consent letters and comfort letters as part of the overall service to our governmental clients during the issuance of such bonded debt. As part of such a large government client base, Mauldin & Jenkins serves 52 clients who meet the above criteria.

Additionally, we audit the Georgia State Finance and Investment Commission (GSFIC) who has issued several billions of general obligation bonds on behalf of the State of Georgia.

Please see the following for a sample of clients we have performed bond procedures, and, or audited the financial statements for in the past three years whose publicly issued debts are in excess of \$50,000,000:

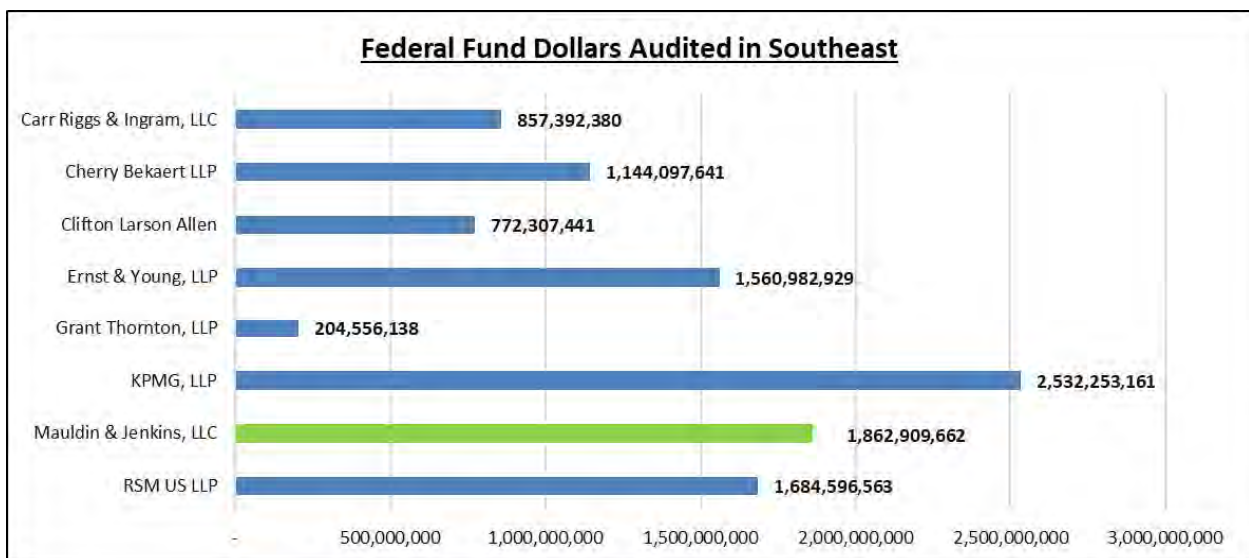
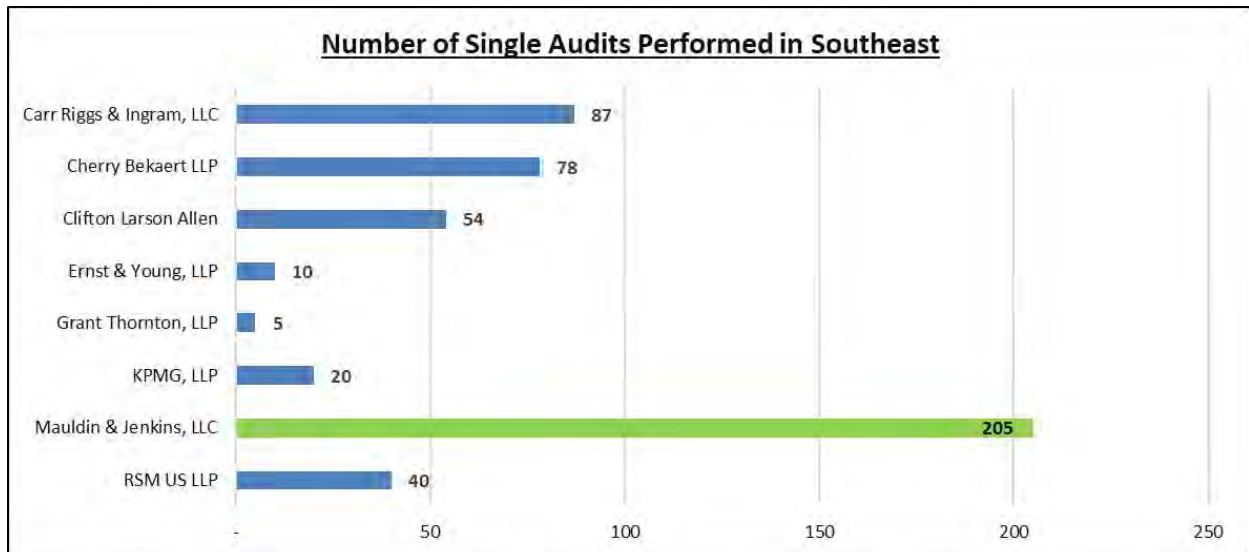
	Governmental Entity	Amount
1	Gwinnett County (Georgia) Board of Education	\$ 1,171,193,000
2	DeKalb County, Georgia	1,051,950,000
3	Tampa Bay Water	988,700,000
4	Gwinnett County, Georgia	727,267,000
5	Charleston Water System	605,734,000
6	Augusta-Richmond County, Georgia	472,185,000
7	Richland County School District 1	408,840,000
8	Forsyth County, Georgia	396,049,000
9	Emerald Coast Utilities Authority	378,200,000
10	Henry County (Georgia) Board of Education	370,827,000
11	Hamilton County, Tennessee	360,180,000
12	Forsyth County (Georgia) Board of Education	359,256,000
13	Paulding County, Georgia	312,923,000
14	Electric Power Board of Chattanooga	280,000,000
15	Georgia Higher Education Facilities Authority (GHEFA)	232,019,000
16	Beaufort County, South Carolina	218,159,000
17	Athens-Clarke County, Georgia	214,831,000
18	City of Decatur	179,959,000
19	City of Tuscaloosa, Alabama	177,068,000
20	City of Pensacola, Florida	173,600,000
21	City of Marco Island, Florida	173,000,000
22	City of Sandy Springs	172,230,000
23	Charleston County Airport District	172,000,000
24	City of College Park, Georgia	165,683,000
25	Atlanta Development Authority	164,277,000
26	City of Savannah	151,712,000
27	Henry County (Georgia) Water & Sewer Authority	151,021,000
28	Douglas County (Georgia) Board of Education	132,690,000
29	Clayton County (Georgia) Water Authority	130,018,000
30	City of Charleston, South Carolina	126,518,000
31	City of Alpharetta	120,985,000
32	Macon-Bibb County, Georgia	111,774,000
33	Columbus Consolidated Government	109,870,000
34	Islamorada, Village of Islands, Florida	99,900,000
35	Rockdale County, Georgia	93,346,000
36	Clayton County, Georgia	86,864,000
37	City of Hallandale Beach, Florida	85,400,000
38	Sumter School District	80,000,000
39	Orange County, North Carolina	78,429,000
40	Macon (Georgia) Water Authority	76,806,000
41	Atlanta Public Schools	76,740,000
42	Jackson County, Georgia	75,867,000
43	Walton County, Georgia	69,964,000
44	Cobb County - Marietta Water Authority	69,725,000
45	City of Griffin, Georgia	68,321,000
46	Greer (South Carolina) Commission of Public Works	68,287,000
47	City of Gulfport, Mississippi	68,000,000
48	Douglas County Georgia	65,539,000
49	City of North Port, Florida	64,900,000
50	Barrow County, Georgia	64,051,000
51	City of Lawrenceville	59,804,000
52	Fulton County Board of Education	54,096,000
		\$ 12,366,757,000

Audits of Federally Funded Programs (Single Audits)



Based on the most recent data provided by the Federal Audit Clearinghouse (FAC) which is for calendar year 2018, Mauldin & Jenkins audits **205 entities** representing approximately **\$1.9 billion in federal expenditures** for state, local government, and non-profit clients which is the:

- **Highest** among public accounting firms in the Southeast as it relates to the number of Single Audits conducted; and
- **3RD highest** among public accounting firms in the Southeast as it relates to total expenditures audited under the Single Audit Act.



Governmental Attestation Services

Other attestation services beyond financial and compliance audits which Mauldin & Jenkins currently provides to our clients include:

- Forensic audits
- Performance audits
- Information systems audits
- Cybersecurity Assessments
- Agreed-upon procedures
- Bond issuance services
- Capital asset inventory services

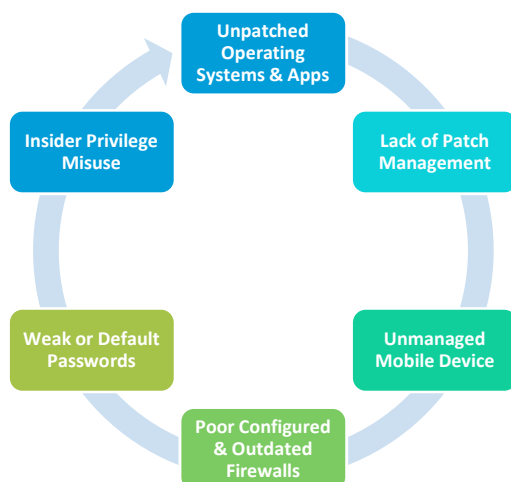
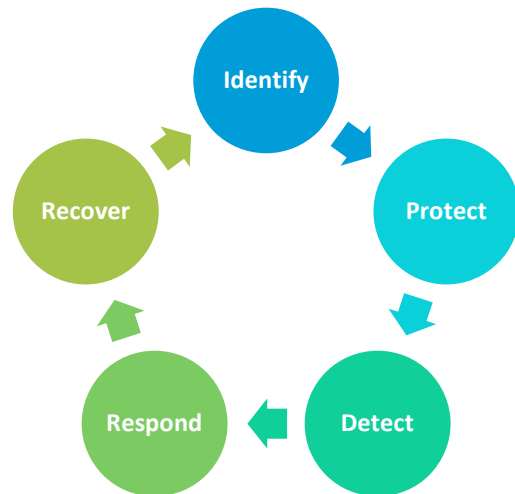
Governmental IT Solutions

As noted above, Mauldin & Jenkins performs various IT attestation and non-attestation services. The following are three (3) such services.

Cybersecurity Framework Engagements

With governments dealing with IT ransoms, cybersecurity is one of the top issues on the minds of nearly every government (large & small). Managing this business issue is especially challenging. A government with a highly mature cybersecurity risk management program still has a residual risk that a material cybersecurity breach could occur and not be detected in a timely manner.

Services can be provided via: 1) attestation engagements or 2) consulting engagements. The AICPA has established standards for performing attestation engagements in this arena with the issuance of the SOC for Cybersecurity as part of its suite of System and Organization Controls (SOC) reporting. Consulting services can be provided while not compromising auditor independence.



System Vulnerability Assessments Engagements

This is the process of defining, identifying, classifying and prioritizing vulnerabilities in computer systems, applications and networks infrastructures, and providing an assessment with necessary knowledge, awareness and risks to understand the threats to determine appropriate reactions. Using specialized tools and applications, we can access networks to scan with automated tools and interrogate every device connected to network with the objective of searching for misconfigurations, unsupported software, missing software updates and patches, etc.

Penetration Testing Engagements

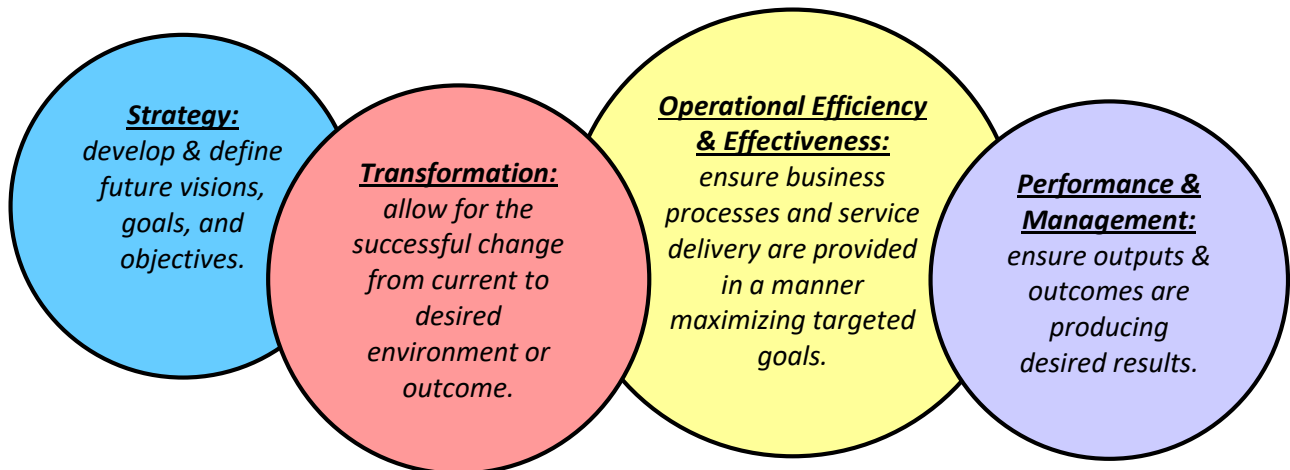
This is the practice of testing a computer system to find security vulnerabilities that a hacker / attacker could exploit using automation or manual applications. The process involves gathering information about the target before the test, identifying possible entry points, attempting to break in – actually or virtually – and reporting back the findings. Tests come from external or internal angles of entry. Our main objective is to identify security weaknesses. Penetration testing can also be used to: test an organization's security policy; its adherence to compliance requirements; its employees' security awareness; and, the government's ability to identify and respond to security incidents.



"We would like to express our sincere appreciation for the quality of service provided by the staff of Mauldin & Jenkins. We would like to thank you for the level of detail and accountability you have demonstrated on this project and the way you conduct business as a whole. Our team could not be more satisfied with your work and we look forward to continuing this relationship."
Angela Jackson, City of Fairburn (GA), Finance Director

Governmental Advisory Services

Beyond traditional audit and accounting services and IT services, we provide advisory services that are wide-ranging in nature. Our experienced government advisory team helps governments, governmental agencies and special purpose governmental organizations balance fiscal responsibility with the latest business strategies to achieve targeted and overarching objectives. Our advisory services can be summarized via the following bubbles.



Specifically, these bubbles can be further expanded as follows:

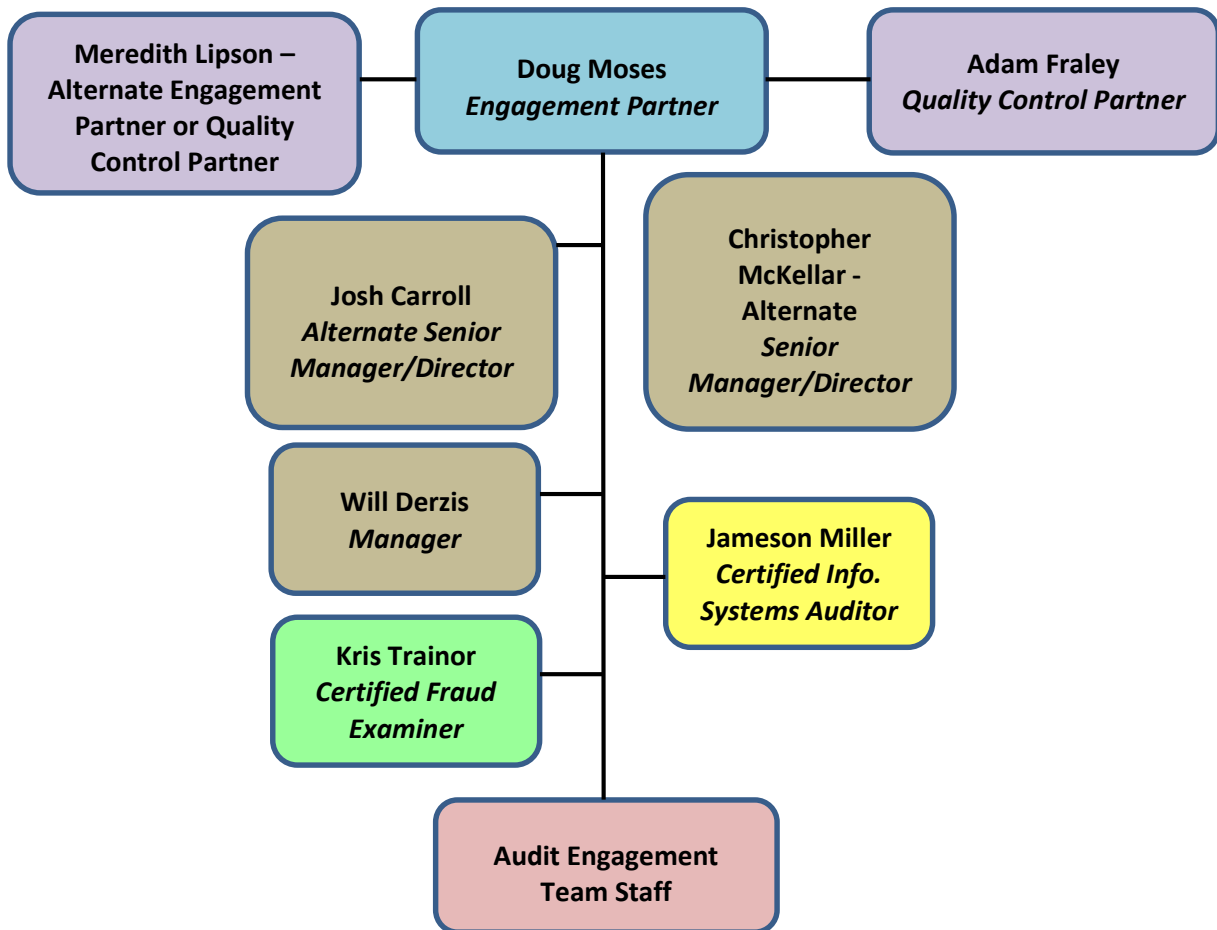
- | <u>Strategy:</u> | <u>Transformation:</u> | <u>Operational Efficiency
& Effectiveness:</u> | <u>Performance
Management:</u> |
|---|--|--|--|
| <ul style="list-style-type: none">• Innovation• Long-Term Planning• Organizational Management• Strategy Mapping• Technology & ERP Consulting• Operation Vision• Business Case | <ul style="list-style-type: none">• Change Management & Organizational Transformation Strategies• Customer Service Optimization• Service Model Delivery• Human Capital Management | <ul style="list-style-type: none">• Cost Containment• Operations Improvement• Program Delivery• Revenue Enhancement | <ul style="list-style-type: none">• Budget Forecasting & Design• Cost Accounting• Data Science• Grant Strategy• Internal Controls & Compliance• KPI Design / Benchmarking• Project Management• Management / Dashboard Reporting |

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Partner, Supervisory and Staff Qualifications and Experience

Proposed Staffing and Qualifications

In order to provide the highest quality service in the most cost efficient manner, Mauldin & Jenkins has formed a client service team which will function as a cohesive unit, and would represent a superb assortment of talent and experience for the audit of the City. We also included alternates if the City desires a completely new audit engagement team. The unit would be assembled as:



The above team dedicated to audit the City will include (at a minimum): two partners, one full-time manager, and at least two staff professionals. The manager (Will Derzis) or senior manager/director (Josh Carroll or Christopher McKellar) and the staff professionals will be substantially on-site full time throughout the conduct of their role in the audit. Other governmental audit professionals will be available to assist throughout the fieldwork and the preparation of the financial reports. The audit partner in-charge of fieldwork will correspond with City management on financial reporting, audit, and related issues on an ongoing basis, and this individual will also be dedicated to serve the City throughout fieldwork, reporting and conclusion in all respective fiscal years. Mauldin & Jenkins has the depth of resources which allows us to provide you with significant resources of knowledgeable professionals to meet your deadlines.

Doug Moses
Lead Partner & Ultimate Partner Responsible

Doug Moses is a member (i.e., partner) and a certified public accountant with Mauldin & Jenkins, LLC. He specializes in serving local and state governmental entities, and is a partner who works exclusively in the governmental sector of the Firm’s audit practice. Doug has a very balanced base of clientele serving cities, counties, boards of education, charter schools, state government entities and special purpose governmental entities. He is registered in Georgia. Doug also leads up the Firm’s Diversity and Inclusion Initiative Program.



Years of Professional Experience and Years with Firm

Doug has 21 years of experience with the Firm. Doug serves both large and small governmental units, and is involved in serving over 50 such governmental entities. Doug obtained his CPA certificate in 2001.

The following is a summary of governmental clients served by Doug in the capacity of engagement partner in-charge or quality control review partner:

List of Governmental Clients Served in the Last Three (3) Years

Counties:

Athens-Clarke County
Barrow County
Cherokee County
Colquitt County
DeKalb County
Douglas County
Jackson County
Floyd County
Mitchell County
Walton County
Gwinnett County
Henry County
Hamilton County,
Tennessee
Halifax County, North
Carolina
Orange County, North
Carolina

Cities:

Alpharetta
Austell
Ball Ground
Baldwin
Chamblee
Clarkston
College Park
Cochran

Doraville
Decatur
Douglasville
Dunwoody
Duluth
Forest Park
Fairburn
Jefferson
Lawrenceville
Lilburn
Grantville
Riverdale
Rome
Toccoa
Whitesburg
Bristol Tennessee
Town of Braselton
Crossville, Tennessee
Tucker
Jamestown, Tennessee
Suwannee
Hapeville
South Fulton
Powder Springs
Town of Selma, North Carolina
Town of Garner, North Carolina

State Entities:

Georgia Lottery Corporation

Georgia Environmental Finance
Authority
State Road and Tollway Auth.
Georgia Student Finance Auth.

Other Governmental Units:

Austell Natural Gas System
Decide DeKalb Authority
Chattanooga Area Regional Council of
Govt’s
Cobb County-Marietta Water Authority
Riverdale Downtown Development
Authority
Bristol Tennessee Joint Sewerage System
Town Center Area Community
Improvement District
Evermore Community Improvement
District
Lawrenceville Tourism and Trade
Association
Cherokee County Airport Authority
Barrow County Water and Sewerage
Authority
Invest Atlanta (Atlanta Development
Authority
McPherson Planning Local
Redevelopment Auth.
McPherson Implementing Local
Redevelopment Authority

Atlanta Beltline Inc.	Public Building Authority County of Knoxville, Tennessee	Forsyth County Schools
Atlanta Housing Opportunity, Inc.	Hamilton County Water & Wastewater Treatment Authority	Jefferson Board of Education
Urban Residential Finance Authority of Atlanta	Bristol Public Library, Tennessee	Murray County Board of Education
Downtown Development Authority of Atlanta	Halifax-Northampton Regional Authority North Carolina	Union County Board of Education
Atlanta – Atlanta Station Tax Allocation District	Halifax County Tourism Development Authority North Carolina	Habersham County Board of Education
Atlanta – Westside Tax Allocation District	Halifax Airport Authority North Carolina	Floyd County Board of Education
Atlanta – Eastside Tax Allocation District		Cartersville Board of Education
Atlanta – Princeton Lakes Tax Allocation District	<u>Boards of Education (and Charter Schools):</u>	Paulding County Schools
Atlanta – Beltline Tax Allocation District	Atlanta Independent Schools	Gordon County Schools
Atlanta – Perry Bolton Tax Allocation District	Fulton County Schools	Oconee County Schools
Electric Power Board of Chattanooga, Tennessee	DeKalb County Schools	Walton County Schools
Chattanooga Area Regional Council of Governments, Tennessee	Atlanta Heights Charter School	Board of Regents of the University of Georgia Online Academy Inc.
City of Bristol Industrial Development Board Tennessee	Gwinnett County Schools	Brighten Academy
Orange County Disabilities & Special Needs Board, South Carolina	Buford Board of Education	Cherokee Charter Academy
	Fulton County Schools Employees’ Pension Plan	International Charter Academy
	Cobb County Schools	Brookhaven Innovation Academy
	Decatur City Schools	Atlanta Heights Charter School
	Marietta City Schools	Coweta Charter Academy
	Rome City Schools	SLAM Academy
	Troup County Schools	Pataula Charter Academy
	Douglas County Schools	Georgia Charter Education Foundation
		Southwest Georgia STEM Charter School
		Georgia School for Innovation
		East Point Academy of South Carolina

Degree/Certifications and Audit Training

Doug graduated from Georgia Southern University in 1999 with a Masters of Business Administration with emphasis in accounting and from Georgia Southwestern State University in 1997 with a Bachelors of Business Administration degree with a major in accounting (Magna Cum Laude). He has been a speaker at free quarterly CPE provided to our clients and several internal conferences.

Doug has obtained and instructed a significant amount of continuing professional education over the last three (3) years including:

- 2021 Mauldin & Jenkins CPE Class for Clients – Achieving Excellence in Financial Reporting
- 2020 Mauldin & Jenkins Future Leaders Program (Rainmaker), Atlanta, Georgia
- 2020 GGFOA Annual Conference Various Governmental Accounting Topics- Virtual
- 2020 Mauldin & Jenkins Annual Governmental Conference- Virtual
- 2019 Mauldin & Jenkins CPE Class for Clients – Cybersecurity Seminar, Atlanta, Georgia
- 2019 Mauldin & Jenkins Future Leaders Program (Rainmaker), Atlanta, Georgia
- 2019 M&J Webinar – So You Think You Know Fiduciary Activities (GASB 84), Atlanta, Ga.
- 2019 Accounting for Debt and Component Unites, Atlanta, Georgia
- 2019 M&J Webinar – Risk Assessment Refresher (Internet-Based Group)
- 2019 Internal Results Webinar (Internet-Based Group)

- 2019 City of Dunwoody Accounting Conference – Instructor
- 2019 M&J Annual Governmental Accounting & Auditing Conference, Athens, Georgia
- 2019 NABA Inclusion and Diversity Reflections , Atlanta, Georgia
- 2019 Georgia Government Finance Officers Conference, Savannah, Georgia
- 2018 M&JyoU Conference, Buford, Georgia – Instructor and Participant
- 2018 Governmental Accounting & Auditing Conference
- 2018 Jim Martins Accounting & Auditing Update for the Real World
- 2018 Preventing & Detecting Identify Theft
- 2018 Mauldin & Jenkins CPE Class for Client – GASB 75 OPEB
- 2017 M&J Annual Government Conference, Athens, Georgia – Instructor and Participant

Professional and Civic Activities

Doug is a Certified Public Accountant and a member of the American Institute of Certified Public Accountants, Georgia Society of Certified Public Accountants, Government Finance Officers Association, the National Association of Black Accountants, the Georgia Government Finance Officers Association and the Association of Government Accountants.

Doug is also an active member of the Georgia Southwestern’s GSW Foundation, Inc., and the alumni board of trustees for Georgia Southwestern State University where he is the past-president of the Alumni Board and was recently elected to serve as the chairperson of the GSW Foundation. He has spoken at several graduation commencements which included the December 2005 Graduation Commencement at Georgia Southwestern State University in which the former President Jimmy Carter and his wife attended (the former President personally commended Doug on his speech during a private luncheon held on campus).

Meredith Lipson, CPA

Alternate Lead Partner & Ultimate Partner Responsible or Quality Control Partner

Meredith Lipson is a member (i.e., partner) and a certified public accountant with Mauldin & Jenkins. Her experience covers a variety of clients in state and local governments and non-profit organizations. Meredith is registered and licensed to practice in the State of Georgia and the State of Florida. Meredith is a partner who works exclusively in the Firm’s governmental practice sector.



Years of Professional Experience

Meredith has twenty-nine (29) years of experience with the Firm. She has served on the Firm’s Partner Advisory Board and currently serves on the Firm’s Leadership and Career Development Committee. Meredith previously served as the Community Service Project Coordinator for the Firm’s Macon office. Meredith serves both large and small governmental units, and is involved in serving over sixty (60) such governmental entities. Meredith obtained her CPA certificate in 1993.

List of Governmental Clients Served in the Past Three (3) Years

The following is a summary of governmental clients served by Meredith in the capacity of engagement partner in-charge or concurring review partner.

Counties:

Athens-Clarke County
Augusta-Richmond County
Clayton County
Colquitt County
Columbus-Muscogee County
Crisp County
Dougherty County
Gwinnett County
Henry County
Jones County
Lincoln County
Macon County
Macon-Bibb County
McIntosh County
Mitchell County
Monroe County
Peach County
Rockdale County
Spalding County
Stephens County
Taylor County
Toombs County
Edgefield County, SC
Oconee County, SC

Cities:

Albany
Americus
Charleston, SC
College Park
Conyers
Cordele
Covington
Fayetteville
Forest Park
Griffin
Haynes City, FL
Longboat Key, FL
Macon
Milledgeville
Morrow

Naples, FL
Northport, FL
Pensacola, FL
Perry
Riverdale
Suwanee
Peachtree City
Stockbridge
Tifton
Tuscaloosa, AL
Tybee Island
Union City
Fort Myers Beach, FL

Boards of Education:

Bibb County Board of Education
Clayton County Board of Education
Camden County Board of Education
Fayette County Board of Education
Glynn County Board of Education
Henry County Board of Education
Marion County Board of Education
Putnam County Board of Education
Thomas County Board of Education
Ware County Board of Education

Other Governmental

Units:

Albany Dougherty Inner City Authority
Bartram Trail Regional Library

Central Midlands Regional Transit Authority
Central Savannah River Area Regional Comm.
Chatsworth Water Works Commission
Chehaw Park Authority
East Point Retirement Plan
NorthPort Firefighters Pension
NorthPort Police Pension
NorthPort General Employee's Pension
Clayton County Housing Auth.
Clayton County Pension
Clayton County Water Auth.
Crisp County Power Comm.
Development Authority of Jeffersonville & Twiggs Co.
Northeast Georgia Regional Comm.
Eatonton Putnam Water & Sewer Authority

State of Georgia entities:

Georgia Department of Community Health
Ga. Higher Education Assist. Corporation
Georgia Student Finance Authority
Georgia Ports Authority
Stone Mountain Memorial Association
Georgia Ports Authority DC, DB & OPEB Plans
Gwinnett Convention & Visitors Bureau
Gwinnett County Development Authority
Gwinnett County Public Library
Gwinnett County Recreation Authority
Heart of GA Altamaha Regional Commission
Henry County Water & Sewerage Authority
Housing Authority of Clayton County
Macon Bibb County Land Bank Authority
Macon Bibb County Transit Authority
MARTA/ATU Local 732 Employees Retirement Plan
Milledgeville Baldwin Co. Development Auth.
Newton County Water & Sewerage Authority
Toccoa-Stephens County Public Library
Upper Oconee Basin Water Authority

Degree/Certifications and Audit Training

Meredith graduated from the University of Georgia with a Bachelor of Business Administration in Accounting. She has been a featured speaker at various GGFOA Conferences and other GGFOA workshops, free quarterly CPE provided to our clients, and several internal conferences.

Meredith has obtained and instructed a significant amount of continuing professional education over the last three (3) years including:

- 2021 M&J Achieving Excellence in Financial Reporting – Ask the Auditor – Participant and Panelist
- 2021 Highlights of the 2020 Compliance Supplement, Webinar - Participant
- 2020 Georgia Government Finance Officers Association Annual Conference Annual Conference, Virtual – Instructor and Participant
- 2020 GSCPA Governmental Accounting & Auditing Conference, Webinar - Participant
- 2020 M&J GASB Hot Topics, P-Card Pitfalls and Human Capital, Webinar - Participant
- 2020 GGFOA Uniform Chart of Accounts and CARES Funding Update, Webinar - Participant
- 2020 OCTANE Governmental Accounting Conference – Instructor
- 2020 GFOA Implementing the CARES Act Funding for State and Local Governments, Webinar - Participant
- 2020 GSCPA Paycheck Protection Program – SBA Loan Update, Webinar - Participant
- 2019 Georgia Government Finance Officers Association Annual Conference, Savannah, GA – Presenter and Participant
- 2019 Risk Assessment for Government Financial Statements, Atlanta, Georgia – Participant
- 2019 City of Dunwoody Accounting Conference – Instructor
- 2019 M&J Annual Governmental Conference – Athens, Georgia (3 days) – Instructor and Participant
- 2019 M&J Free CPE to Governmental Clients, Fiduciary Activities (GASB 84), Macon, GA. – Participant
- 2018 Georgia Government Finance Officers Association Annual Conference, Stone Mountain, GA – Presenter and Participant
- 2018 M&J University Annual Conference, Lake Lanier Islands, Buford, GA – Presenter and Participant
- 2018 South Carolina Society of CPA’s Annual Conference, Greenville, SC – Presenter
- 2018 City of Dunwoody Annual Governmental Conference, Dunwoody, Georgia – Presenter
- 2017 National AICPA Not-for-Profit Conference, Washington, DC
- 2017 Mauldin & Jenkins Annual Governmental Conference, Athens, Georgia– Presenter and Participant
- 2017 Single Audit Training, Atlanta, Georgia
- 2017 GGFOA Annual Conference, Savannah, Georgia
- 2017 City of Dunwoody Annual Accounting Conference, Presenter

Professional and Civic Activities

Meredith is a certified public accountant with licenses to practice in Georgia and Florida. Meredith is a member of the American Institute of Certified Public Accountants, the Georgia Society of CPAs, the Government Finance Officers Association, and the Georgia Government Finance Officers Association (GGFOA). She has also served on the Ethics Committee of the Georgia Society of CPAs.



Adam Fraley, CPA
Quality Control Partner

Adam Fraley is a partner and a certified public accountant with Mauldin & Jenkins, LLC specializing in serving local and state governmental entities.

Adam is registered and licensed to practice in the State of Georgia. Adam is a partner who works exclusively in the governmental sector of the Firm’s audit practice. Adam serves governmental clients in Georgia, North Carolina, and Tennessee.

Adam currently serves on the firm’s Audit and Accounting (A&A) Committee, leading the establishment of audit policies of the firm and answering technical questions for the firm’s governmental partner group as well as other partners. He is also the Firm’s Designated Audit Quality Partner (DAQP) for the AICPA’s Government Audit Quality Center. He has served as Chairman on the Firm’s Partner Advisory Board and currently serves as Chairman on the Firm’s Leadership and Career Development Committee, helping provide policy and procedural recommendations to establish and monitor an educational and mentoring program for the development of the Firm’s human resources.

Years of Professional Experience and Years with Firm

Adam has over twenty (20) years of experience with the Firm serving a wide range of government clients.

Adam serves both large and small governmental units, and is involved in serving over eighty (80) such governmental entities. Adam obtained his CPA certificate in 1999.

The following is a summary of governmental clients served by Adam in the capacity of engagement partner in-charge or quality assurance review partner. Adam has also served as partner in-charge for all of Georgia’s newly incorporated cities. These clients are also listed below.

List of Governmental Clients Served in the Last Three (3) Years

<u>Counties:</u>	Morgan County	Alpharetta
Forsyth County	Orange County, NC	Baldwin
Gates County, NC	Paulding County	Ball Ground
Gwinnett County	Walton County	Bristol, TN
Halifax County, NC	Washington County, NC	Brookhaven
Lumpkin County		Cartersville
Madison County, NC	<u>Cities:</u>	Cedartown

Chattahoochee Hills	Bartow County Board of Education	<u>Other Governmental Units:</u> Austell Natural Gas System Bristol Public Library Chatsworth Water Works Commission Chattahoochee River 911 Authority Cobb County-Marietta Water Authority Forsyth County Public Library Halifax Tourism Development Authority Halifax-Northampton Regional Airport Lumpkin County Water & Sewer Authority Madison County Tourism Development Auth North Fulton Regional Radio Authority Paulding County Airport Auth Paulding County Industrial Bldg Auth Polk County Water Authority Walton County Water & Sewer Authority
Decatur	Buford Board of Education	
Doraville	Carroll County Board of Education	
Douglasville	Carrollton Board of Education	
Duluth	Cartersville Board of Education	
Dunwoody	Cobb County Board of Education	
Holly Springs	Douglas County Board of Education	
Johns Creek	Fannin County Board of Education	
Kennesaw	Floyd County Board of Education	
Lilburn	Forsyth County Board of Education	
Milton	Gainesville Board of Education	
Monroe	Gwinnett County Board of Education	
Peachtree Corners	Habersham County Board of Education	
Powder Springs	Murray County Board of Education	
Rockmart	Union County Board of Education	
Roswell		
Sandy Springs		
Social Circle		
South Fulton		
Stonecrest		
Toccoa		
Tucker		
Villa Rica		
New Bern, NC		
Black Mountain, NC		
Garner, NC		
Selma, NC		
<u>Boards of Education:</u>		

Degree/Certifications and Audit Training

Adam graduated from Georgia College & State University with a Bachelor of Business Administration in Accounting. He has been a featured speaker at various GGFOA Conferences and other GGFOA workshops, free quarterly CPE provided to our clients, and several internal and external conferences.

Adam has obtained and instructed a significant amount of continuing professional education over the last three years including:

- 2021 Mauldin & Jenkins CPE Class for Clients – Achieving Excellence in Financial Reporting
- 2020 Conducting Remote Audits in Uncertain Times – Participant
- 2020 Government Audit Quality Center Annual Update - Participant
- 2020 Considering and Documenting Nonaudit Services under the 2018 Yellow Book - Participant
- 2019 M&J Internal Inspections Webinar - Participant
- 2019 GGFOA Annual Conference, Savannah, Georgia - Instructor
- 2019 Risk Assessment for Government Financial Statements, Atlanta, Georgia – Participant
- 2019 M&J Annual Government Conference, Athens, Georgia – Instructor and Participant

- 2019 Dunwoody Conference, Dunwoody, Georgia – Instructor
- 2018 M&J Annual Government Conference, Lake Lanier, Georgia – Instructor and Participant
- 2018 Dunwoody Conference, Dunwoody, Georgia – Instructor
- 2018 GASB Update and Footnotes Review, Quarterly Client CPE - Instructor
- 2018 GGFOA Annual Conference, Stone Mountain, Georgia - Instructor
- 2017 M&J Annual Government Conference, Athens, Georgia – Instructor and Participant
- 2017 GGFOA Annual Conference, Tybee Island, Georgia - Instructor
- 2017 Dunwoody Conference, Dunwoody, Georgia – Instructor
- 2017 CPA Crossings Communicating Financial Information to Non-Accountants - Participant

Professional and Civic Activities

Adam is a Certified Public Accountant and a member of the American Institute of Certified Public Accountants, Georgia Society of Certified Public Accountants, the Government Finance Officers Association, the Georgia Government Finance Officers Association, the Cobb County Chamber's Government Affairs Committee, and the Association of Government Accountants (AGA), which he has served as the Director of the AGA's Audit Committee.



Christopher McKellar, CPA **Alternate Senior Manager, Director**

Mr. Christopher McKellar is a manager and a certified public accountant with Mauldin & Jenkins specializing in serving local and state governmental entities.

Christopher spends 100% of his time serving state and local governments in Georgia and Tennessee, and he works exclusively in the governmental sector of the Firm's audit practice.

Christopher has been registered and licensed to practice in the State of Georgia since 2010.

Years of Professional Experience and Years with Firm

Christopher has more than sixteen (16) years of experience, with Mauldin & Jenkins, in public accounting serving a wide range of government clients.

List of Governmental Clients Served in the Last Three (3) Years

Counties:

Barrow County
DeKalb County
Floyd County
Forsyth County
Halifax County, NC
Lumpkin County
Madison County, NC
Orange County, NC
Paulding County
Walton County

Cities:

City of Baldwin
City of Bristol, TN
City of Cartersville
City of Cedartown
City of College Park
City of Decatur
City of Doraville
City of Jefferson
City of Johns Creek
City of Kennesaw
City of Lawrenceville
City of Milton
City of Monroe
City of Peachtree Corners
City of Rockmart
City of Rome
City of Roswell
City of Sandy Springs
City of Social Circle
City of South Fulton

City of Temple

Boards of Education:

Atlanta Public Schools
Bartow County Board of Education
Carroll County Board of Education
Cherokee Charter Academy
City of Buford Board of Education
City of Carrollton Board of Education
City of Cartersville Board of Education
City of Marietta Board of Education
Cobb County Board of Education
Coweta Charter Academy
DeKalb County Board of Education
Douglas County Board of Education
Fannin County Board of Education
Floyd County Board of Education
Forsyth County Board of Education
Fulton County Board of Education
Gordon County Board of Education
Gwinnett County Board of Education
Habersham County Board of Education
Murray County Board of Education
Oconee County Board of Education
Polk County Board of Education
Rome City Schools
Scintilla Charter Academy
Troup County Board of Education
Union County Board of Education
Walton County Board of Education

Charter Schools:

Cherokee Charter Academy

Coweta Charter Academy
Georgia Connections Academy
Scintilla Charter Academy

Other Governmental Units:

City of Chatsworth Water Works
Cobb County Marietta Water Authority
Decide DeKalb
DeKalb County Public Library
Lumpkin County Water & Sewer Authority
Paulding County Industrial Building Authority
Paulding County Airport Auth.
Roswell Economic Development & Tourism, Inc.
Roswell Downtown Development Authority

State of Georgia:

Cobb County Marietta Water Authority
Georgia Higher Education Facilities Authority
Georgia State Financing and Investment Commission (GSFIC)
Georgia Lottery Corporation (LOTTO)

Degree/Certifications and Audit Training

Christopher graduated in 2004 from Georgia Southern University in Statesboro, Georgia with a Bachelor of Business Administration in Accounting and Information Systems and subsequently, obtained his Masters of Accountancy from Georgia Southern University in Statesboro, Georgia in 2005.

Christopher has obtained and instructed a significant amount of continuing professional education over the last three years including:

- 2021 Mauldin & Jenkins Government Client CPE – Virtual Webinar – Panelist (“Ask the Auditor!”)
- 2020 GGFOA Annual Conference - Participant
- 2020 Mauldin & Jenkins Annual Governmental Conference – Virtual Conference – Instructor and Participant
- 2020 CAFR Preparation, Virtual Conference– Instructor
- 2019 Risk Assessment for Audits for Government Financial Statements – Atlanta, Georgia - Participant

- 2019 Risk Assessment for Audits of Government Financial Statements - Refresher – Atlanta, Georgia - Participant
- 2019 Mauldin & Jenkins Comprehensive Annual Financial Report Training - Macon, Georgia – Instructor
- 2019 Mauldin & Jenkins Annual Governmental Conference - Athens, Georgia – Participant
- 2019 Quality Control in Financial Reporting – Webinar - Participant
- 2018 Mauldin & Jenkins Comprehensive Annual Financial Report Training - Macon, Georgia – Instructor
- 2018 Mauldin & Jenkins Annual Governmental Conference - Gainesville, Georgia – Participant
- 2018 Audits of State and Local Governments – Atlanta, Georgia – Participant
- 2018 Yellow Book and Single Audit Deficiencies – Atlanta, Georgia – Participant
- 2018 Georgia Department of Education – Financial Review and Department of Audits Workshop – Cartersville, Georgia - Participant



*Josh Carroll, CPA,
Alternate Senior Manager, Director*

Josh Carroll is a Director with Mauldin & Jenkins and is a certified public accountant as well as a chartered global management accountant.

Josh’s experience covers a variety of clients in federal, state, and local governments in Georgia.

Josh spends 100% of his time serving clients in this industry working primarily with cities, counties, State agencies and school districts.

Years of Professional Experience and Years with Firm

Josh has twelve (12) years of experience in public accounting with Mauldin & Jenkins serving a wide variety of clients in the public services industry.

List of Governmental Clients Served in the Last Three (3) Years

Counties:

Athens-Clarke County
Barrow County
Cherokee County
DeKalb County
Gwinnett County
Morgan County
Jackson County
Walton County
Orange County, NC

Cities

Ball Ground
Brookhaven
Bristol, TN
Canton
Chamblee
Clarkston
College Park
Decatur
Doraville
Duluth

Fairburn
Forest Park
Hapeville
Lawrenceville
Lilburn
Rockmart
Social Circle
Suwanee
Toccoa

State of Georgia:

Georgia Environmental
Finance Authority
(GEFA)
Georgia Environmental
Loan Acquisition
Corporation (GELAC)

Boards of Education:

Buford Board of
Education

Bristol (Tennessee) City Schools
Gwinnett County Public Schools
Atlanta Heights Charter School
Brighten Academy
Walton County Board of
Education
Georgia Online Academy
Patula Charter Academy
Carrollton Board of Education
Southwest Ga. Stem Charter
School

Other Governmental Units:

Gwinnett County Public Library
System
Gwinnett Convention and Visitors
Bureau
Gwinnett Center Operations
(Infinite Energy Arena)
Private Colleges & University
Authority

Degree/Certifications and Audit Training

Josh is a graduate from Georgia College & State University with both a Bachelor of Business Administration in Accounting and a Masters of Accountancy. Josh has been licensed as a CPA in the State of Georgia since 2010.

Josh has obtained and instructed a significant amount of continuing professional education over the last three (3) years including:

- 2021 Mauldin & Jenkins CPE Class for Clients – Achieving Excellence in Financial Reporting
- 2020 GGFOA Virtual Conference- Various Governmental Accounting Topics- Participant
- 2020 Conducting Remote Audits in Uncertain Times – Participant
- 2020 AICPA COVID 19 Update – Participant
- 2020 Mauldin & Jenkins Governmental Conference- Participant
- 2019- Risk Assessment Refresher – Atlanta, Georgia
- 2019- Mauldin & Jenkins Governmental Conference – Athens, Georgia
- 2019- Cybersecurity Risk Assessment- College Park, Georgia
- 2019- GASB 84, Fiduciary Activities- GSCPA Online Course
- 2018- Mauldin & Jenkins M&J You Conference- Buford, Georgia
- 2018- AICPA GASB 75 Update
- 2018- AICPA GASB 87 Capital Leases

Professional and Civic Activities

Josh is a Certified Public Accountant and a member of the American Institute of Certified Public Accountants and the Georgia Society of Certified Public Accountants.

Other Resources For Non-Audit Services (Advisory Services, Information Technology Services & Fraud Examinations)

David Roberts
Partner, Governmental Advisory Services

David Roberts is a widely respected leader in providing consulting and advisory services to public-sector organizations at the federal, state, and local level. David has approximately 20 years at KPMG, one of the “Big 4” international accounting firms, and brings an exceptional understanding of governmental clients’ challenges as well as innovative solutions that fit their unique operating and service delivery environment.



David now leads our Government Advisory practice, where he will continue to focus on helping governments and individual agencies fulfill and exceed their financial, operational, and regulatory obligations to the public.

David has provided a wide array of advisory services in his career. In the past three (3) years alone, David has performed and supervised approximately 70,000 hours of advisory services which are summarized by type of entity and respective services as follows:

Cities & Counties:

Austin, Texas
Charlotte County, Florida
DeKalb County, Georgia
Fort Lauderdale, Florida
New Orleans, Louisiana
Riverside County, California
Savannah, Georgia

School Districts:

Chicago Public Schools
DeKalb County (GA) Schools

Federal and State Government Entities:

District of Columbia Employment Services Dept.
Florida Department of Management Services

Florida Turnpike Enterprise
Georgia Department of Administrative Services
Georgia Department of Community Health
Georgia Department of Economic Development
Georgia Department of Labor
Georgia State Road & Tollway Authority

Kentucky Transportation Cabinet
Puerto Rico Dept. of the Treasury
Texas Department of Transportation
Virginia Department of Transportation

Respective Services Provided:

Zero Based Budgeting Assessment & Strategic Design
Strategic Planning Assistance, and Utilities Dept. Assessments
Water / Sewer Utility Billing Assessment
Water / Sewer Utility Billing Assessment
Zero Based Budgeting Assessment & Strategic Design
Finance Function Assessment
Water / Sewer Utility Billing Assessment

Service Delivery Model Assessment
Human Resources Assessment
Human Resources Recommendation Implementation

Workforce Innovation & Opportunity Act (WIOA) Grant Assistance
Quality Assurance / Independent Verification & Validation
Over SAP Implementation
Back-office Project Management Office (PMO)
Human Resources Function Market Scan
Finance Function Review
Workforce Innovation & Opportunity Act (WIOA) Grant Assistance
Back-office Assessment & Project Mgmt. Office Support
Agency Merger Assessment
Cost Allocation Assistance
Strategic Planning Assistance
Revenue Control Manager
Finance Project Management Office
Back-office SAP Implementation Support
Workforce Strategy Assessment

Special Purpose Entities:

Atlanta Housing Authority	Human Resources Assessment & Optimization
Eastern Band of Cherokee Indians Int. Audit Dept.	Grants Compliance Review
	Ethics Office Establishment
Florida Healthy Kids (NFP)	Vendor Selection Assistance
University of Texas at San Antonio	Payroll Assessment & Optimization

From management consulting and identifying new opportunities, to increasing stakeholder satisfaction and implementing transformational strategies, David and our government advisory team deliver insights and techniques that help government clients leverage public resources efficiently while achieving overarching goals. Our government advisory practice brings to market a team that has direct experience as government employees, change agents, and transformation consultants to help tackle the industry's toughest issues.



Jameson Miller
Director, Information Technology,
Cybersecurity Consulting Services

Jameson Miller is a director and has been with Mauldin & Jenkins since graduation from the University of Tennessee at Chattanooga. He currently leads the firm's Information Systems and Cybersecurity practice.

For over 12 years, Jameson has provided audit services to public and private entities throughout the Southeast. Jameson's experience includes audits of general controls, application controls, technical audits and security assessments for information systems.

Jameson has extensive experience with Sarbanes Oxley, SSAE18 System and Organization Controls (SOC) Audits, National Automated Clearinghouse Association (NACHA) Compliance with Appendix Eight of the NACHA Operating Rules and Guidelines, and Gramm-Leach-Bliley Act (GLBA) compliance program implementation, testing and reporting. His technical expertise includes performing vulnerability assessments and penetration testing of information systems using both technical and social engineering techniques. Further, Jameson has:

- Maintained current and relevant information technology and financial accounting continuing professional education credits (CPE);
- Obtained the American Institute of Certified Public Accountants' (AICPA) "Cybersecurity Advisory Services" and "Blockchain for Accounting and Finance" Certificates;
- Presented a 2018 CPE webinar for the Georgia Governmental Financial Officers Association (GGFOA) members entitled, "Cybersecurity Trends and the AICPA's Cybersecurity Risk Management Program;"
- Presented a 2018 CPE breakout session entitled, "What is Blockchain and Why Should I Care?" for the GGFOA's Annual Conference; and
- Presenting an upcoming session for the Georgia Society of CPAs Non-profit conference, "Technologies Transforming Accounting."



Jameson is a member of the AICPA, the Tennessee Society of Certified Public Accountants (TSCPA), and ISACA (formerly the Information Systems Audit and Control Association). In addition, Jameson is an avid outdoor enthusiast and enjoys volunteering as secretary and treasurer of the board of directors of the Cumberland Trails Conference, a 501(c)3 non-profit organization. Jameson is a licensed Certified Public Accountant with the State of Tennessee and a Certified Information Systems Auditor through ISACA. Jameson is currently participating in a 40 hour "Penetration Testing with Kali" continuing education self-study course offered through Offensive Security, the creators of the Kali Linux Penetration Testing operating system. Afterwards, he plans to sit for the Offensive Security Certified Professional (OSCP) 24 hour certification examination.

Considering the fact that Jameson only provides non-traditional consulting-type services to governmental entities, and he does not (and will not) provide audit and accounting services under the guidance of the Yellow Book educational standards, no such continuing education is required or provided under this proposal to provide services.

Kris Trainor, CPA and CFE
Certified Fraud Examiner

Kris Trainor is a partner with Mauldin & Jenkins with over 25 years experience. Kris received his BBA in Accounting from Georgia Southern University.

Since joining Mauldin & Jenkins in 1995, Kris has worked primarily on audit and consulting engagements. His experience ranges from fraud examinations, agreed-upon procedures, internal audits, financial statement audits, lender compliance, mortgage company audits, governmental audits and loan servicing compliance audits.



Kris also has audit and inventory experience in the manufacturing industry. He is available to perform forensic audits should it be determined that such audits are needed in lieu of other traditional audits (financial, compliance, performance, agreed-upon procedures, etc.).

Kris is a member of the American Institute of Certified Public Accountants, the Georgia Society of Certified Public Accountants, the Association of Certified Fraud Examiners, Beta Gamma Sigma, and Beta Alpha Psi.

Considering the fact that Kris only provides non-traditional consulting-type services to governmental entities, and he does not (and will not) provide audit and accounting services under the guidance of the

Yellow Book educational standards, no such continuing education is required or provided under this proposal to provide services.

Other Staff Auditors & Accountants

Prior experience with government audits is as important for the staff as it is for management. Experience in governmental accounting and auditing minimizes the amount of time the staff will require to fully understand the complexities of the operations and financial accounting and reporting systems. Prior experience also enables the staff to recognize problems early in the engagement. This, in turn, allows the desired early consideration and resolution of problems. All staff assigned to the City's engagement will have prior experience serving government clients and/or will have substantial government audit training. All staff assigned to the City will be on-site throughout the entire engagement.

We would like to stress the fact that the majority of our governmental staff work on state and local governments 100% of their time. This reduces the "learning curve" on most all audits by reducing the amount of "on-site training" that occurs at most national accounting firms. This is very evident in our proposed hours, which are typically much less than that of other firms. Our staff knows what is required and how to get the work done efficiently and effectively. Our staff members understand the laws and regulations specifically pertinent to Georgia entities. We also normally have more high-level hours of service by our partners and managers (in the conduct of fieldwork) than the national firms, thereby reducing redundancy and other audit engagement inequities. We bring our experience to the field where timely decisions can be made.

Affirmative Action

Mauldin & Jenkins is committed to the hiring of men and women and minorities representing any and all races, ethnic origins, religious affiliations, codes and creeds. Mauldin & Jenkins policy is to prohibit discrimination in all elements of its operations. We are proud of our reputation as an equal employment opportunity business. We have partners, as well as staff, in our Firm representing a wide variety and background.

Partner & Staff Continuity

We are committed to providing continuity of our engagement team members. We recognize that this is also an important factor for the City as it limits the amount of retraining that needs to be performed each year. **Our staff retention rates of approximately 84%** are considered to be among the best in the profession (and much better than national firms). We are able to not only provide consistency with the partners and managers on our engagement teams, but seniors and staff as well.

Retention > 84%

This indicates that we retain 84% of our staff for a minimum of five (5) years.

It is also our goal to minimize disruptions to your management personnel by staffing the engagement so as to provide continuity, both during and between audits. It is the Firm's policy not to rotate key audit staff, consultants or specialists off a multi-year contracted audit engagement. Consequently, it is not anticipated that any key audit personnel will be rotated away from this annual audit. In any business,

however, turnover is inevitable. When this happens, we will provide resumes of suggested replacements and any changes in key personnel would always be discussed timely with officials to their satisfaction.

Continuing Education of Partners and Staff

All members (i.e., partners) and staff of Mauldin & Jenkins receive substantial continuing education in audit and accounting – typically over 100 hours of such study per year. As soon as a staff person becomes a key ingredient to any type of niche service such as governmental audit, accounting and consulting, specific continuing education is sought. A good example includes sending our staff with over one year of governmental audit experience to various GFOA and AICPA training for audit, accounting and financial reporting courses.

All partners and staff serving in the governmental sector join together in July each year for the M&J Annual Governmental Conference in which three days worth of audit, accounting and financial reporting training is provided.

Mauldin & Jenkins also provides week long audit efficiency training via Audit Watch every June to all staff persons with less than five years experience. Further, every July staff persons from various levels of experience are provided with four days of training relative to the conduct of Single Audits and the preparation of Comprehensive Annual Financial Reports (CAFR's).

All staff associated with the annual audit of the City will exceed all the continuing professional education requirements contained in the Yellow Book throughout the term of the agreement.

Similar Clients

In addressing the City’s interest in the qualifications and client references of Mauldin & Jenkins and the request for audits performed for local governmental units in the last five (5) years, we have elected to report on five (5) cities which most closely resemble the City of Stonecrest, Georgia in size and services (total staff hours). Should management of the City need some additional references, we would be happy to provide such data. The five (5) cities we audit which most closely resemble the City are noted as follows:

1) City of Clarkston, Georgia

General Information	City in DeKalb County, Georgia with approximately 12,000 in population. City includes a stormwater and solid waste fund. Financial & compliance audits; Single Audits; Financial statement preparation.
Scope & Type of Engagement	Financial audits and compliance audits in accordance with OMB Circular A-133 and the Uniform Guidance. Preparation of annual financial statements.
Dates	December 31, 2008 through present
Partners	Doug Moses & Josh Carroll
Total Hours	150 Hours
Contact Information	Mr. Dan Defnall (Finance Director) - (404) 296-6489 ext. 414 ddefnall@cityofclarkston.com

2) City of Riverdale, Georgia

General Information	City just south of Atlanta with a population of approximately 15,000. City includes a sanitation fund. Financial & compliance audits; Single Audits; CAFR preparation.
Scope & Type of Engagement	Financial audits and compliance audits in accordance with OMB Circular A-133 and Uniform Guidance. Preparation of annual CAFR.
Dates	June 30, 2015 through present
Partners	Doug Moses
Total Hours	200 hours
Contact Information	Mr. Don Turner (Finance Director)- (770) 909-5500 – dturnert@riverdalega.gov

3) City of Chamblee, Georgia

General Information	City in DeKalb County, Georgia with approximately 30,000 in population. City includes a stormwater and sanitation fund. Financial & compliance audits; Single Audits; CAFR preparation.
Scope & Type of Engagement	Financial audits and compliance audits in accordance with OMB Circular A-133. Preparation of CAFR and the maintenance of the GFOA Certificate.
Dates	December 31, 2011 through present
Partners	Doug Moses and Josh Carroll
Total Hours	250 hours
Contact Information	Mrs. Julie Pero (Finance Director) - (770) 986-5010 – jpero@chambleega.gov

4) City of Brookhaven, Georgia

General Information	City in DeKalb County, Georgia with approximately 30,000 in population. City includes a stormwater fund. Financial & compliance audits; Single Audits; CAFR preparation.
Scope & Type of Engagement	Financial audits and compliance audits in accordance with OMB Circular A-133 and Uniform Guidance. Preparation of annual CAFR
Dates	December 31, 2011 through present
Partners	Adam Fraley and Josh Carroll
Total Hours	250 hours
Contact Information	Mr. Steve Chapman (CFO), (404) 637-0500, steve.chapman@brookhavenga.gov

5) City of College Park, Georgia

General Information	City in Atlanta, Georgia with approximately 32,000 in population. City includes a water/sewer and electric fund (MEAG). Financial & compliance audits; Single Audits; CAFR preparation.
Scope & Type of Engagement	Financial audits and compliance audits in accordance with OMB Circular A-133. Preparation of CAFR and the maintenance of the GFOA Certificate.
Dates	June 30, 2012 through present
Partners	Doug Moses
Total Hours	800 hours
Contact Information	Ms. Althea Bradley, Director of Finance - (404) 767-1537 apbradley@collegeparkga.com

Specific Audit Approach

Proposed Segmentation of Audit Engagement and Level of Staff Assigned

Our professionals, who are knowledgeable with respect to audit requirements for governmental entities, will be assigned based on their expertise with respect to each segment. Our audit is enhanced by our utilization of advanced technology tools. With those tools we continue to evolve and modernize our audit process. Our audit procedures, related documentation and quality review will be segregated by each segment as follows based on our review of the City’s prior financial statements, budgets, request for proposal, and other information available:



The below time frames are estimates based on our understandings with the City as to its desires. We at Mauldin & Jenkins would be flexible in the timing of certain events as requested by the City. As noted in the table below, we want to work with City personnel in an effective manner. We intend to do a great deal of planning and tailoring of our approach from our initial visits. We do not want our clients to feel that they have to reinvent the wheel every time we ask for something. However, to make this process cost the City as little as possible (both in dollars and their individual time), it is important to start only when ready and avoid auditing a moving target. Please note that we have already done substantial planning and preliminary work for the December 31, 2020 audit based on previous discussions and agreements with former management of the City; therefore, there would not be much time needed upfront for the 2020 audit year.

The following table attempts to depict the timing and key elements of the planned audit process (**for a normal audit year**). Please note within the table in red that we are indicating the timeframe we would complete the procedures in order to ensure the City meets the extended deadline of September 30, 2021 to complete the 2020 audit for submission of audit reports to the Georgia Department of Audits and to GFOA for participation of the award program in excellence in financial reporting:

Timing of Audit Process & Procedures							
Segments	Dec	Jan	Feb	Mar	April	May	June
Segment I - Planning and Interim Procedures (a substantial amount of these procedures already performed by M&J)							
Ongoing consultation on major issues & developments throughout the year, and greater discussions as year end approaches (such as new GASB standards).							
Meet management to discuss audit risks and scopes.							
Engagement team planning meetings and performance of interim audit procedures.							
Gain understanding of significant processes & key controls.							
Perform testing of key controls with goal of reducing substantive audit testing.							
Determine nature, timing and extent of substantive tests to be performed.							
Finalize audit plan based on results to-date.							
Segment II - Final Audit Fieldwork Procedures (these procedures would be performed in July and August)							
Perform substantive tests (detail testing of respective general ledger/trial balance accounts, and final analytical procedures & key ratios & relationship of financial data).							
Conduct a final evaluation of risk assessments.							
Conduct of progress meetings with management as needed and as often as desired.							
Preparation and delivery of draft the annual financial statements, reports, findings, management letter comments, and any other deliverables.							
Meeting with management to discuss draft deliverables and final completion and presentation time frames.							
Segment III - Review, Completion & Delivery Procedures (procedures would be done in September)							
Upon management's review, delivery of financial statements, internal control reports, and management letter to management.							
Presentation of audit deliverables to the governing body.							



Segment I - Planning and Interim Procedures:

- Review prior year workpapers and wrap up any open items from preliminary work already performed by Mauldin & Jenkins;
- Obtain a signed engagement letter for the financial and compliance audit;
- Meet with City management to discuss the scope of the audit, timing of our work, and preparation of client schedules, and to address any concerns;
- Review previously issued and interim financial reports, comment letters, monitoring reports, and other supporting workpapers;
- Familiarize ourselves with the organizational structure of the City;
- Read minutes of City meetings;
- Review the City's current year budget, as adopted and revised;
- Review debt agreements, and other various documentation;
- Gain an understanding of the City's accounting policies and procedures, including the financial and other management information systems utilized by the City;
- Obtain an in-depth knowledge of the EDP equipment, software and systems in use;
- Obtain interim financial data from the general ledger for establishing the appropriate coding in M&J's trial balance software and Artificial Intelligence (Ai) program;
- Utilize Ai program and interim data to perform analytical reviews to determine critical areas and assess risks;
- Perform a preliminary evaluation of the internal control structure at the account and assertion level;
- Design and perform applicable tests of controls related to the financial statements and internal accounts;
- Make fraud inquiries and assessing the risks of material misstatement;
- Obtain a list of cash, investment, receivables, debt, and selected revenue accounts for confirmation purposes, as applicable;
- Determine audit strategies for balance sheet and operating statement accounts based on audit risk;
- Obtain a preliminary schedule of expenditures of Federal awards to initiate planning and internal control testing for the Single Audit;
- Prepare year-end audit programs; and
- Meet with appropriate City personnel to discuss the results of our preliminary audit work.

Segment II - Final Audit Fieldwork Procedures:

- Utilize Ai program on final general ledger data and scan transaction for unusual transactions, data, or analytical relationships;
- Use data scanned above in various substantive analytical reviews of account balances (such as reasonableness tests, trend analysis, and predictive tests) to reduce other substantive tests of details;
- Test the valuation, restrictions and cut-offs of cash and investment balances, as applicable;
- Test receivable cut-offs and balances, including an analysis of subsequent receipts;
- Test cut-off and valuation of inventory;
- Review and testing supporting documentation for the allowance for doubtful accounts, any material prepaid items and other assets;



- Vouch capital asset additions and deletions, analyzing charges for appropriate accounting and testing depreciation;
- Test accounts payable cut-offs and balances, including an analysis of subsequent disbursements;
- Test accrued payroll, compensated absences, claims payable, and other accrued liability cut-offs and balances;
- Review actuarial methodologies, assumption, and census data and determine the appropriateness and accounting of the pension and OPEB liabilities;
- Test debt balances and debt covenant compliance;
- Test compliance with applicable laws and regulations;
- Test the classification of net position (unrestricted, restricted and net investment in capital assets) and fund balance (nonspendable, restricted, committed, assigned, unassigned);
- Perform analytical procedures and substantive testing of revenues and expenditures/expenses;
- Obtain and auditing the final schedule of expenditures of Federal awards;
- Complete compliance tests for the major programs selected for testing as required by the Federal Single Audit Act, as applicable; and
- End of fieldwork exit conference.



Segment III - Review, Completion & Delivery Procedures:

- Review workpapers to ensure quality and thoroughness of audit procedures;
- Summarize the results of audit procedures;
- Obtain attorney letters;
- Evaluate commitments, contingencies and subsequent events;
- Propose audit adjustments;
- Summarize and evaluating passed audit adjustments;
- Evaluate compliance exceptions;
- Review draft financial statements and related note disclosures;
- Perform financial condition assessment procedures;
- Prepare drafts of audit reports and management letter;
- Deliver drafts of audit reports and letters to appropriate client officials;
- Finalize all reports and management letter;
- Obtain signed representation letter and the City's approval of the final financial statements;
- Draft the Data Collection Form and obtaining the City's approval;
- Prepare and provide the City a PDF document of the audited financial statements; and
- Hold final exit conferences and presentations with appropriate City officials.

Based on the City's request for proposal, we have also prepared a schedule of events, including level of staff and number of hours to be assigned to each proposed segment of the engagement, which is representative of the expected 2020 audit in the following tabular presentation:

Segmented Hours by Staff Level					
Segments	Engagement Team Members by Level				
	Partner	Manager	Senior	Staff	Total
Segment I - Planning and Interim Procedures	5	5	5	10	25
Segment II - Final Audit Fieldwork Procedures	5	20	25	25	75
Segment III - Review, Completion & Delivery Procedures	20	30	25	25	100
Total Engagement	30	55	55	60	200

Mauldin & Jenkins believes that we are uniquely qualified to perform the audit of the City. In a time in which very significant changes continue to be implemented in the City’s financial reporting model, it is imperative for the City’s auditors to understand the City’s financial reporting environment and processes and utilize advances technology and tools in performing your audit. The team proposed to serve you is made up of individuals who have significant experience in auditing local governments of various sizes in the Southeast.

Our audit of the financial statements will be conducted in accordance with auditing standards generally accepted in the United States of America and will conform to the standards as set forth in the following:

- “Generally Accepted Auditing Standards” developed by the American Institute of Certified Public Accountants (AICPA)
- “Government Auditing Standards” issued by the Comptroller General of the United States
- “Audits of State and Local Government Units” prepared by the State and Local Government Committee and published by the AICPA

Our audit will include advanced methodologies and technology, tests of the accounting records and such other auditing procedures as we consider necessary in the circumstances, which include, but are not limited to, those procedures necessary to test compliance and to disclose non-compliance with specified laws, regulations, and contracts.

We will use Firm manuals specifically designed for governments to develop audit programs tailored to the City which incorporate the requirements set forth above. We anticipate that these procedures will enable us to express our professional opinion that the financial statements of the City present fairly, in all material respects, the financial position and results of operations of the various opinion units in conformity with accounting principles generally accepted in the United States of America. If conditions are discovered which lead to the belief that material errors, defalcations, or other irregularities exist which might prohibit us from expressing an unqualified opinion or if any other circumstances are encountered that require extended services, we will promptly advise the City. No extended services will be performed unless they are authorized in contractual agreement or in an amendment to the agreement. Upon notification of obtaining the audit contract with the City, we would determine with City management a more detailed timetable for the audit process, and a detailed audit plan leading up to a list of all schedules to be prepared by the City. Adequate supervision and lead time will be provided by the auditor with respect to assistance needed by the City staff.

High Percentage of Partner & Manager Involvement

Partner and manager involvement varies with different firms. At Mauldin & Jenkins, we believe it is important for our partners and managers to be highly involved in the audit process, including fieldwork. We bring our experience to the field. This is a value-added concept most firms do not employ. That being said, we believe it is important to note that our proposal includes the following:

- Substantial Partner Hours as Compared to Total Hours.
- Substantial Manager Hours as Compared to Total Hours.
- Approximately 43% of all anticipated hours of service are partner and manager hours which means we bring our experience to the field and not just the front end and back end of the audits.

Extent of the Use of EDP Software – Including Artificial Intelligence

Artificial Intelligence (AI)

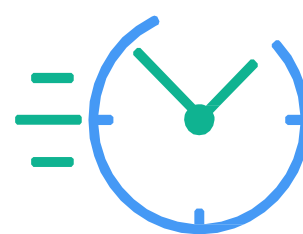
Mauldin & Jenkins is excited to be one the first accounting firms in the Southeast to utilize an artificial intelligence tool as part of our audit process – the Ai Auditor from Mindbridge. The Ai Auditor allows for us to scan 100% of your transactions and provide new risk based insights during the audit (such as anomalous transaction patterns found). These risk based insights can be opportunities to correct mistakes or point to areas where there may be malicious activity. As part of our audit methodology, Ai systems are becoming what sampling used to be. Sampling was a coping mechanism for big data; the new coping mechanism for big data is Artificial Intelligence (AI). As the amount of data in the City increases, tools like these are more and more necessary to ensure we can provide you the highest quality audits and advice.



100% data analysis



Redefining reasonable assurance



Identify risk, in seconds

The MindBridge Ai Auditor was selected as one of the top new products by Accounting Today Magazine.

The Achilles' heel of auditing has always been sampling —the inability to look at more than a portion of the information available to the auditor. Advances in artificial intelligence and advanced data analytics raise the possibility of incorporating more — and eventually all — of a company's data into the audit, and for pioneering that, MindBridge Auditor Analytics' Ai is a Top New Product this year."

- Accounting Today Magazine

MindBridge Ai Auditor Provides Unparalleled Insights Across 100% of Transactions



MindBridge

City of Sample / Fiscal Year 2020

Risk Overview

Trending

Data Table

Balance Check

Reports

High Risk

Med. Risk

Low Risk

\$1.92M

\$11.85M

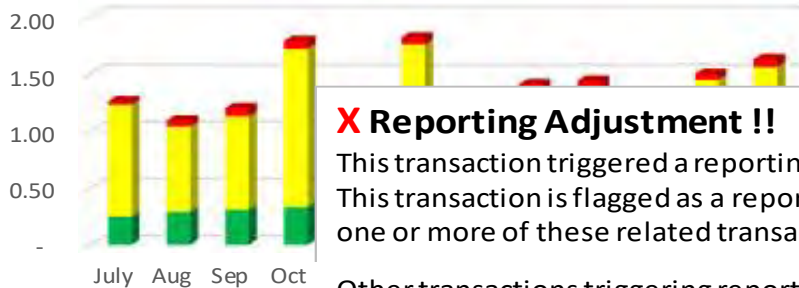
\$3.06M

11% of Trans. \$'s

70% of Trans. \$'s

19% of Trans. \$'s

Audit Testing of Sample



X Reporting Adjustment !!

This transaction triggered a reporting adjustment. This transaction is flagged as a reporting adjustment to one or more of these related transactions: J2949

Other transactions triggering reporting adjustment

4 transactions in this ledger are flagged as reporting adjustments, representing <1% of the ledger

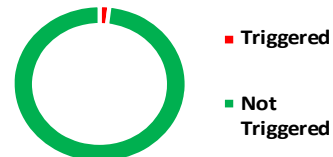
[View Transactions](#)

No. by Account

- < 10%
- < 30%
- < 40%
- < 50%
- > 10%



Test Coverage and Depth



At the start of the engagement during our planning phase, we will assess the computer systems used by the City and plan how to utilize the Ai Auditor along with our trial balance software. This knowledge and utilization of our trial balance software will decrease time spent in initial file setup, trial balance setup, and data integrity testing. This approach and utilization of both programs will allow for more effective audits resulting in a fast sort, filter and analysis of transactions in a population, and provide for drilling down on those items that have the highest risk. Examples of uses of extraction and data analysis in our audit approach are as follows:

- Full coverage, 100% transaction analysis;
- Use of transaction analysis to provide new risk based insights during the audit (such as anomalous transaction patterns found) and allow for directed audit effort of unusual or outlier transactions;
- Analyzing general ledger detail transactions and journal entries for effective and efficient testing of all activity for the fiscal year as compared to the prior year;
- Summarizing disbursements for a period by dollar range and compare to policy guidelines for complying with certain attributes (approvals and signature requirements, etc.);

- Searching check register listings for unrecorded items or checks written during the fiscal year;
- Converting bank or investment activity statements to Excel to provide for a quick listing of deposits for an entire period/year;
- Converting vendor file information to Excel and comparing employee files with addresses for any similar or unusual items related to vendor files;
- Downloading trial balances, detail journals, and selected transaction files into our software; and
- Quick reporting and dashboards for the engagement team.

The trial balance downloaded will then be used to agree to the ultimate draft of the City's financial statements ensuring that all adjustments and balances are brought forward into the financial statements and providing a clean audit trail for review and support of the City's financial statements.

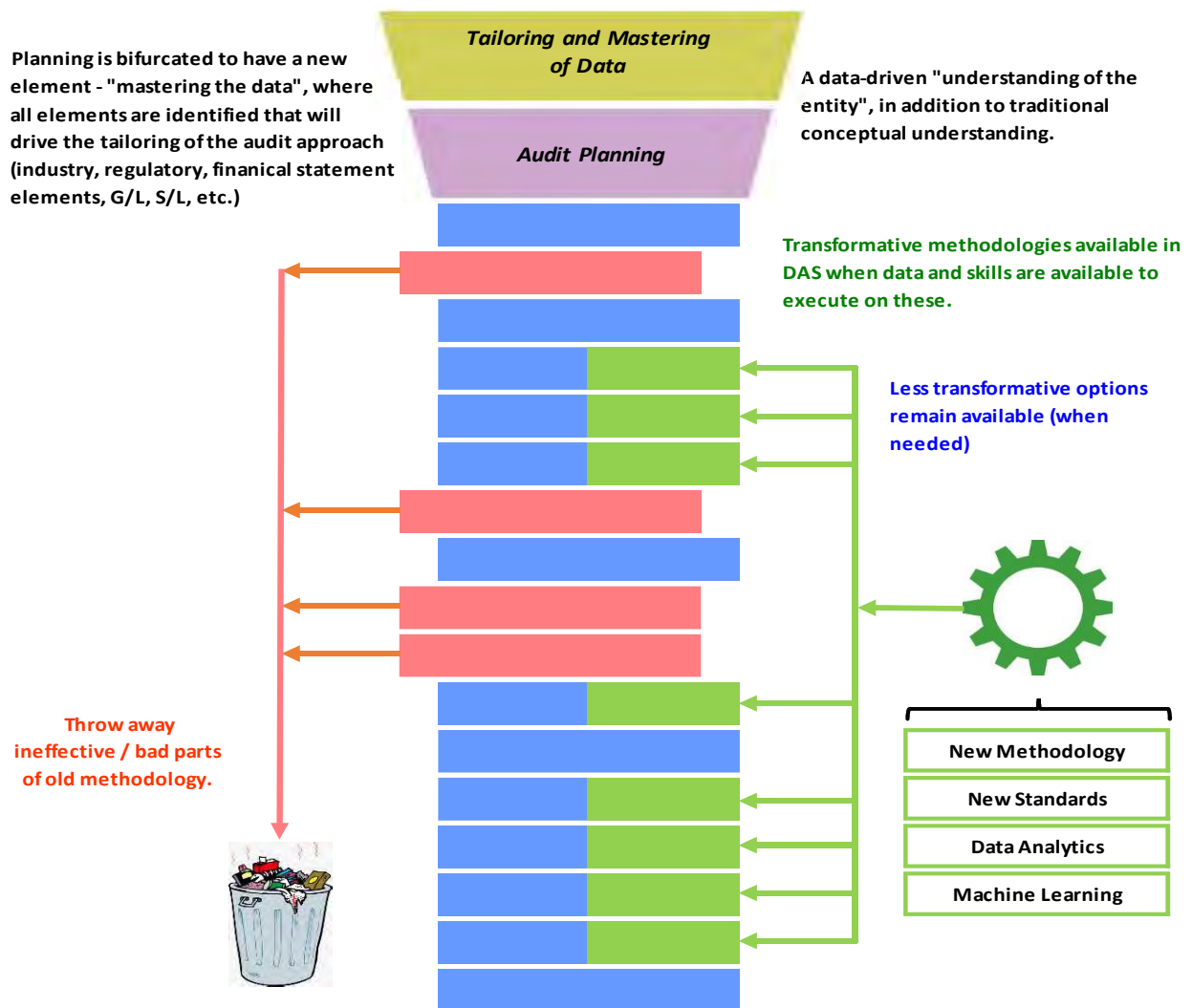
Should the City desire a need for our Ai Auditor software for non-audit purposes, we would be happy to assist management with our expertise in data analysis.

Dynamic Audit Solution in Development

Mauldin & Jenkins is one of 38 of the top 100 CPA firms in the nation who have invested in the AICPA's new revolutionary audit tool and methodology – the Dynamic Audit Solution (DAS). The DAS is a transformational audit methodology brought to life through an innovative, cloud-based technology solution. It includes the AICPA evolving the auditing standards and creating new innovative audit methodologies to advance the financial statement audit using evolving technologies. This project is ongoing and was started in 2018. It is estimated to be completed in the next two to three years. Below is a picture of how the audit methodology will involve: the addition of a step prior to or during the planning phase of the audit in which we will “tailor and master” the auditee's data, remove old outdated audit procedures, and add transformational audit procedures (data analytics, AI, and Machine Learning).

The DAS will be an interactive tool with a “guided audit engagement process”. The auditee and auditor will both have access to the tool with requests for information being made through the tool along with responses and uploaded data. The confirmation process, including the use of confirmation.com, will be integrated with the DAS tool. Both auditee and auditor would be able to see progress and status updates using the tool creating a collaborative environment for bringing the audit to conclusion. Many functions, forms, and even financial statements within the tool will be “smart” forms, with data being input only once and populating in many places throughout the audit documentation – making for an efficient and effective audit. Given the timeframe of the request for proposal, it is expected that this transformational new audit tool will be utilized on the audit of the City in later years of the initial contract period.

The following diagram attempts to animate the above thoughts.



Planned Use of Outside Specialists

At this time, we do not plan on the use of any outside specialist. All work to be conducted will be performed by Mauldin & Jenkins partners and staff. Of course, certain staff has certain specialties, and they will be called on as needed. We do plan on using the results of reports provided to the City from their specialists. This would include, when applicable, the following types of specialists:

- Actuaries
- Engineers
- Healthcare providers
- Third-party administrators
- Retirement plan administrators
- Fixed asset valuation professionals
- Bond underwriters and counsel
- Consulting attorneys & outside counsel

Sampling Techniques and the Extent to Which Statistical Sampling Will be Used in the Engagement

As discussed above, our approach is evolving to utilize Ai tools to scan entire populations and is fast eliminating the need for sampling. In some situations, sampling will still be necessary or required. When we utilize audit sampling, we do so as provided in U.S. Auditing Standards AU-C Section 530, *Audit Sampling*. We would plan to utilize audit sampling whenever a decision is made to apply a specific audit procedure to a representative sample of items within the account balance or class of transactions with the objective being reaching a conclusion about the entire balance or class.

We anticipate using audit sampling on the following types of audit tests:

- Substantive tests of details of balance sheet account balances
- Substantive tests of details of transactions
- Tests of controls
- Tests of compliance with laws and regulations

Our use of audit sampling will be based on the guidance in AU-C Section 530 and the AICPA Audit and Accounting Guide - Audit Sampling.

Type and Extent of Analytical Procedures to be Used in the Engagement



Analytical procedures can be applied to almost every financial statement amount and are often less costly to apply than tests of details. It is, therefore, an efficient audit strategy to employ analytical procedures to the maximum extent possible, and vary the required extent of substantive tests of details inversely with the degree of assurance already obtained.

The elements of analytical procedures we plan to consider are as follows:

- Identify the factors on which a given accounting result should depend;
- Determine the approximate relationship between the accounting result and those underlying factors;
- Predict what the current results should be if that relationship continued;
- Compare the actual current result to the prediction;
- Investigate and corroborate significant variances between the actual result and the prediction; and
- Reach a conclusion as to the reasonableness of the reported result.

Types of analytical procedures employed will include:

- Reviewing changes from prior years for reasonableness.
- Scanning accounts for items larger or smaller than expected when compared to budgets or forecasts.

- Reviewing and comparing logical relationships between years (e.g., payroll taxes and benefits to wages, etc.). Comparisons between years can be made more effective when logical relationships between elements of the financial statements that would be expected to conform to the predictable pattern are used to develop trends. This is primarily accomplished through the use of ratios.
- Analyzing and comparing nonfinancial information, such as number of taxable properties, geographical area, number of employees, etc.

All analytical procedures performed as substantive tests are documented on each applicable audit program.

Approach to be Taken to Gain and Document an Understanding of the City’s Internal Control

For purposes of an audit of the financial statements and statutory, regulatory and contractual compliance, the City’s control structure consists of the following five elements as they relate to the City’s ability to conduct operations and use resources in accordance with management’s authorization and consistent with laws, regulations, contracts and policies, and to record, process, summarize, and report financial data consistent with assertions embodied in the financial statements: the control environment; risk assessment, control activities, information and communication processes/systems, and monitoring.



The internal control structure and its policies and procedures are an important source of information about the types and risks of potential material misstatements that could occur in the financial statements and violations of statutory, regulatory and contractual requirements. This information is essential for effective audit planning and in designing effective and efficient audit tests.

In our understanding of the City’s internal control structure, we will obtain knowledge about:

- How internal control structure policies, procedures and records are designed;
- Whether internal control structure policies, procedures and records have been placed in operation, i.e., whether the City is using them;
- Whether internal control structure policies, procedures and records are designed effectively, i.e., whether they are likely to prevent or detect material misstatements or compliance violations on a timely basis; and
- Whether internal control structure policies, procedures and records are operating effectively.

Auditing standards generally accepted in the United States of America require the auditor to document our understandings of the internal control structure elements. The form and extent of documentation is flexible. Generally, the more complex an entity's internal control structure and the more extensive the procedures performed to obtain the understanding, the more extensive our documentation should be. In addition to memos, we plan to use specific designed forms and questionnaires to document our understanding of the internal control structure. Recent changes in auditing standards, known as the risk assessment standards, denote that the auditor is not required to test internal control so as to rely on them to reduce other test work, but do not allow for only inquiry procedures related to internal control. We are required, and will perform, other procedures, such as walkthroughs and observation, related to controls over significant financial statement and audit assertions.

Approach to be Taken in Determining Laws and Regulations to be Subject of Audit Test Work

Our approach to be taken to determine the laws and regulations that will be subject to audit test work will include procedures designed to identify requirements found in legal or legislative data, administrative regulations, and documents associated with grant and contract arrangements. The following procedures and policies will be applied depending on the nature and materiality of the laws and regulations:

- During the planning phase, the type of audit to be performed, as it relates to compliance matters, will be communicated to all personnel assigned to the engagement.
- Obtain a list of all federal award programs from which the client received and expended funds and identify, using the prescribed risk-based approach, the major programs required to be audited. If a program-specific audit is required, identify the award program to be audited.
- Identify applicable state and local statutory and regulatory requirements and contractual requirements.
- Plan and document the audit procedures to be performed relative to material state and local statutory and regulatory requirements and contractual requirements.
- Perform and document federal, state, and local statutory, regulatory and contractual compliance audit procedures as deemed to be applicable and appropriate during the planning stage of the engagement.
- Make specific inquiries of management concerning the following matters:
 - The City's compliance with laws and regulations.
 - The City's policies relative to the prevention of statutory, regulatory and contractual violations.
 - The use of directives issued by the City and periodic representations obtained by the City from officials and other management personnel at appropriate levels of authority concerning compliance with laws and regulations.



Approach to be Taken in Drawing Audit Samples for Purposes of Tests of Compliance

Applicable auditing standards state that, in testing for compliance with laws and regulations, the number, selection, and testing of transactions is based on the auditor's professional judgment. None of the guidelines, primarily AU-C Section 250, explain whether this requirement to select a representative number for testing compliance means that audit sampling is necessary.



The two possible approaches to audit sampling are nonstatistical and statistical. AU-C Section 530 *Audit Sampling* indicates that both of these approaches are capable of producing sufficient evidential matter, if properly applied. The types of procedures that are applied are not determined by the sampling approach used. Either approach may be used to apply whatever tests of details deemed necessary in the circumstances. The importance of professional judgment cannot be overemphasized as it applies to the evaluation of the adequacy of evidential matter generated by the sampling approach. Regardless of the sampling approach selected, we will properly plan, perform, and evaluate the results

of the sample. Professional judgment must be used to relate the sample results to other evidential matter when we form a conclusion about compliance with laws and regulations. It should be noted, however, that not all tests of compliance or controls are transaction related. If we decide to use audit sampling, attention is focused on which sampling approach (statistical or non-statistical) to use. Substantial information is given in the AICPA Sampling Guide and several college and professional books on the use of various statistical sampling approaches.

The basic requirements that relate to all compliance related samples, statistical and nonstatistical, are as follows:

- **Planning.** We will relate the population to the objective of the audit test; i.e., defining the population and sampling unit.
- **Selection.** We will select items that can be expected to be representative of the population.
- **Evaluation.** We will project sample results to the population and consider sampling risk.

In a compliance sampling application, the population is defined as all items that constitute the account balance or class of transactions, or the portion of the balance or class, being tested (i.e., all expenditures of the City above a certain threshold required to be bid). The population for a substantive sample usually is the account balance or class of transactions excluding those items selected for testing because of individual significance. The term individually significant item encompasses two types of items:

- Individually significant dollar items
- Unusual items (that is, items that have audit significance by their nature)

Due to the nature of tests of controls or compliance, we ordinarily are not concerned with identifying individually significant items when tests of controls or compliance are performed using audit sampling. Sampling results can be projected only to the population from which the sample is drawn. The use of the wrong population for a sampling application could mean that conclusions based on the sample are invalid for our purpose.

The sampling units are the individual items that are subjected to tests and that represent the components of the population. It is important to properly identify the sampling unit before the sample is selected to produce an efficient and effective sampling application. Examples of sampling units would be individual capital disbursements, etc. The determination of the specific sampling unit is influenced by the following considerations:

- The sampling unit should produce an efficient sampling plan.
- The sampling plan must be effective to accomplish its objectives.
- The nature of the audit procedures can determine the sampling unit to be used. AU-C Section 530 requires a “representative sample”. There are several commonly used methods of selecting samples that meet the criteria of representativeness stipulated by AU-C Section 530. The following are some of those methods: random (can be statistical or nonstatistical), systematic (can be statistical or nonstatistical), or haphazard (nonstatistical).

We will evaluate whether the sample selected seems representative of the population to be tested. If the sample does not seem representative, we would reselect. For all items in the population to have a chance to be selected, we will determine that the sample population actually includes all the items (e.g., capital disbursements, etc.) comprising the balance. There are many ways to determine the completeness of a sample population, including:

- If the sample is selected from a trial balance, we can foot the trial balance and reconcile the total to the account balance.
- If the items are numerically sequenced, we can scan the accounting records to account for the numerical sequence of items in the population and select the sample from that sequence.

The two sampling forms presented both include a step that allows the auditor to document how the completeness of the sample population was considered. Whenever practical, we will consider using random selection (with a random number table or microcomputer-generated numbers) or systematic selection. Haphazard selection may be used when the population is not numbered or when other circumstances make use of a random-based method impractical. Using one of these random-based methods does not make the sampling application statistical.

The evaluation of sample results has two aspects. We will need to project the noncompliance. Also, we will need to consider the sampling risk. In a statistical sample, sampling risk must still be considered and restricted to a relatively low level but cannot be objectively measured. This is the primary conceptual distinction between statistical and non-statistical sampling. In the two non-statistical sampling approaches presented in this section, sampling risk is assessed by considering whether the rate or amount of exceptions identified in the sample exceed the expected rate or amount of exceptions used in designing the sample.

Methodology to be Used in Performing the “Risk Based” Approach in Determining Major Federal Programs

The Uniform Guidance of 2 CFR 200 (the “Uniform Guidance”), which replaced OMB Circular A-133 in implementing the audit requirements of the Single Audit Act, states that the auditor should use a risk-based approach to determine which federal programs are major programs. The Uniform Guidance also places the responsibility for identifying major programs on the auditor, and provides criteria for the auditor to use in applying a risk-based approach. In evaluating risk, we will utilize the prescribed approach which considers, among other things:



- The current and prior audit experience with the City;
- Oversight by the federal agencies and pass-through entities, and
- Changes in personnel or systems.

We will utilize Firm governmental manuals and the Uniform Guidance to apply the risk-based approach as illustrated in the following steps:

- We will obtain the government’s schedule of expenditures of federal awards identifying each program/cluster.
- We will identify the programs/clusters with expenditures that meet the dollar threshold for Type A.
- We will perform risk assessment of the Type A programs/clusters to determine if any are low-risk programs and if they are not low-risk, they will be identified as major programs under the risk based approach.
- For programs/clusters with expenditures that do not meet the dollar threshold for Type A, they will be identified as Type B programs and evaluated as to whether each Type B has expenditures that meet the dollar threshold for risk assessment and whether the Type B is considered a high-risk program.
- The total dollar amount of major programs determined in steps 3 and 4 above will be compared to the total federal expenditures to ensure the appropriate coverage is obtained. The major program expenditures must be at least 20% of total federal expenditures if the City is deemed a low-risk auditee and at least 40% if the City is not considered low-risk.

The standards allow for the risk criteria described above to be waived in the first year after a change in auditors. Exercising the waiver would result in all Type A programs/clusters being audited as major programs. We would consider this option and compare the major program determination using this method to that of the risk based approach in performing the Single Audit of the City for the first year a Single Audit is required.

Remote Audit Approach Available as Needed

Governmental organizations are choosing remote audits with increasing frequency, and Mauldin & Jenkins is very effective in working from a remote environment. The spring of 2020 brought an increasing demand for remote audits due to the spread of COVID-19 and the inability for work to be conducted on site. However, even before the complexities brought on by the spread of COVID-19, many organizations opted for remote audits for a variety of reasons. It will be the City's preference whether to conduct the audit remotely, but should you desire this service delivery option, Mauldin & Jenkins is trained to conduct remote audits while maintaining all professional standards.

Remote audit engagements offer significant advantages over those that follow a more traditional format: faster results, less disruption, and reduced stress for governmental finance personnel. Current technology allows our clients and their audit teams to stay in regular communication, securely share information, and collaborate effectively. Our staff professionals have grown accustomed to being provided read-only access to client systems to run reports, view purchase orders, invoices, reconciliations, etc. As a result, work that used to require extended on-site time can be performed anywhere, easing the burden on the audit process for both the auditor and auditee.

Though audits can still require some on-site time, reconfiguring the City's audit engagement to maximize efficiency and to take advantage of technological tools can dramatically reduce the amount of time spent on-site. While the remote audit can generate far less disruption for the organization undergoing the audit, it does not necessarily reduce client contact very much – or even at all. As we leverage the technological tools at our disposal (Suralink, Zoom, LeapFile, Google Hangouts, etc.) we maintain consistent contact with our clients throughout the process and find that in many ways, communication between our teams and clients are as good, if not better, in the remote working environment than during traditional onsite engagements.

A successful audit experience requires careful planning, timely preparation and strong communication, regardless of where the work takes place. That is especially true for a remote engagement, so preparing for this type of audit sometimes helps organizations identify ways to improve their internal data management strategies – a welcome bonus! We are proud of the strong governmental practice we've built and it's upon that foundation that we can leverage these technological tools to conduct remote audits as the environment demands or the client chooses.

Identification of Anticipated Potential Audit Problems



Single Audits

Single audits can be quite cumbersome. Obtaining the needed information from a compliance and financial perspective can be difficult for the auditor and auditee. We anticipate similar difficulties in performing the audit of the City if a single audit is required. However, we do believe that with proper planning and communication by all sides, and with the assistance of City personnel, all potential problems should be easily overcome.

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (**the Uniform Guidance**), entails more than 100 pages of regulations in applying for, managing, and auditing federal grants and cooperative agreements. The Uniform Guidance includes many complex requirements for you as the auditee to adhere to – including those related to procurement (which seemingly continue to evolve), sub recipient monitoring, and indirect costs. We have a very good understanding of both the auditor and grant recipient requirements of the Uniform Guidance, and are available to assist you in adhering to the provisions thereof.

Auditing Actuarial Information - Pensions

Since the implementation of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, the liability accrued on governmental financial statements related to these benefits has often become one of the most significant balances in the financial statements. The determination of the amount of this liability is driven by a large estimate prepared by an external actuarial specialist utilized by management.

Auditing the estimate determined by the actuary requires the auditor to have knowledge of the actuarial methodologies and to review the significant assumptions made by the actuary and information provided to the actuary. In coordinating the audit of these liabilities, there must be communication between the actuary and the auditor and, many times, the actuary makes their calculation of the liability far in advance of the normal audit timing. In order to mitigate problems utilizing the actuarial information by the time financial statements are prepared, we like to have proactive communications with the actuary while they are performing the valuation – this would include a review of the draft valuation prior to the actuary issuing the report and discussion, with the actuary, of significant assumptions they utilize including the discount rate, mortality tables, participation rates, and future salary or benefit increases.

In addition to this proactive communication with the actuary, we like to audit the demographic information provided to the actuary (often referred to as census data) while the actuarial valuation is being prepared. All of this proactive communication and audit effort ensures that the actuarial report, when issued in its final form, is a good estimate for use in financial reporting and will not create any delays in the audit or possible conflicts with the actuary which may otherwise occur well after issuance of their report.

Personnel at Mauldin & Jenkins are well versed in the actuarial process for determining pension and OPEB liability amounts – having taught national courses for the AICPA on how to audit and account for these actuarially determined liabilities.

New or Pending GASB Pronouncements



GASB has issued over 55 pronouncements in the past 20 years, and continues to research various projects of interest to governmental units. Subjects of note include:

- Re-examination of the financial reporting model;
- Revenue and expense recognition;
- Footnote disclosures;
- Deferred compensation plans;
- Public-Private Partnerships; and
- Subscription Based IT Arrangements.

Considering the number of recently issued or pending GASB pronouncements, we believe proactive training on the parts of auditors and auditees to be of great importance. As in the past with our governmental clients (via free cpe and general discussions), our priority is to communicate all significant information to our clients and offer special training sessions relative to these subjects.

Other Potential Problems



In addressing any issue, communication and timely resolution are critical. Mauldin & Jenkins prides itself in developing professional relationships and rapport with clients which facilitate open and honest communication. Mauldin & Jenkins' stance would be based on reporting meaningful information to the financial statement users, but understanding that the financial statements are the City's representations. To do less would compromise our independent status.

We use the following approach to seek a mutually agreeable resolution of accounting & reporting issues.

- Step 1** Define and understand the issue through discussion with the City's management and verified audit information.
- Step 2** Make an initial assessment of the impact of alternative accounting treatments.
- Step 3** If the impact has significant potential, gather research which may include the following: obtain the City's research and rationale for their position; gather additional details; draw on common practices within other Georgia governments or other similar sized governments; utilize recognized Firm experts.
- Step 4** Discuss with City staff the Firm's preferred position and rationale.
- Step 5** Resolve the issue.

Additional Information of Value Added Services

Free Continuing Education for Governmental Clients

We provide free quarterly continuing education for all of our governmental clients. Each quarter, we pick a couple of significant topics tailored to be of interest to governmental entities, and offer the sessions several times per quarter at a variety of client provided locations resulting in greater networking among our governmental clients. We normally see approximately 100 people per quarter. We obtain the input and services of experienced outside speakers along with our in-house professionals.

"I've been a CPA for 32 years. Today's CPE class by Mauldin & Jenkins has been the best of my career". Terry Nall, CPA, City of Dunwoody (GA) Council Member

"They are always on top of new accounting pronouncements and provide training well before implementation deadlines. This is a very valuable resource for our organization". Laurie Puckett, CPA, CPFO, Gwinnett County (GA), Accounting Director



Examples of subjects addressed in past quarters include:

- Accounting for Debt Issuances
- American Recovery & Reinvestment Act (ARRA) Updates
- Best Budgeting Practices, Policies and Processes
- Budget Preparation
- CAFR Preparation (several times including a two (2) day hands-on course)
- Capital Asset Accounting Processes and Controls
- Closing Out and Audit Preparation
- Collateralization of Deposits and Investments
- Evaluating Financial and Non-Financial Health of a Local Government
- GASB No. 51, Intangible Assets
- GASB No. 54, Governmental Fund Balance (subject addressed twice)
- GASB No. 60, Service Concession Arrangements (webcast)
- GASB No. 61, the Financial Reporting Entity (webcast)
- GASB Nos. 63 & 65, Deferred Inflows and Outflows (webcast)
- GASB Nos. 67 & 68, New Pension Standards (presented several occasions)
- GASB No. 72, Fair Value Measurement and Application
- GASB No. 74 & 75, New OPEB Standards
- GASB No. 77, Tax Abatement Disclosures
- GASB No. 84, Fiduciary Activities
- GASB No. 87, Leases
- GASB Updates (ongoing and several sessions)
- Grant Accounting Processes and Controls
- Information Technology (IT) Risk Management
- Internal Controls Over Accounts Payable, Payroll and Cash Disbursements



- Internal Controls Over Receivables & the Revenue Cycle
- Internal Revenue Service (IRS) Compliance Issues, Primarily Payroll Matters
- Legal Considerations for Debt Issuances & Disclosure Requirements
- Policies and Procedures Manuals
- Presenting Financial Information to Non-Financial People
- Segregation of Duties
- Single Audits for Auditees
- SPLOST Accounting, Reporting & Compliance
- Uniform Grant Reporting Requirements and the New Single Audit

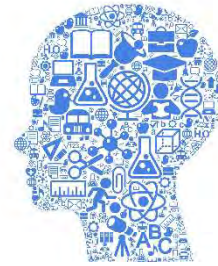
Governmental Newsletters



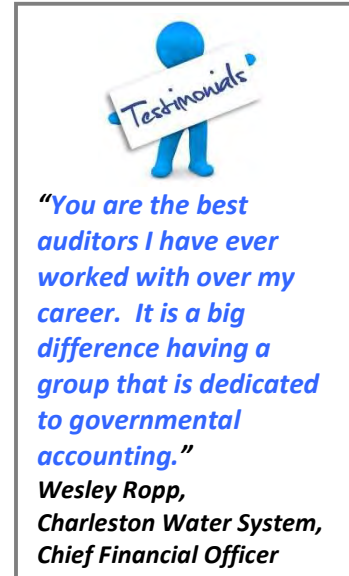
We produce newsletters tailored to meet the needs of governments. The newsletters have addressed a variety of subjects and are intended to be timely in their subject matter. The newsletters are authored by Mauldin & Jenkins partners and managers, and are not purchased from an outside agency.

The newsletters are produced and delivered periodically, and are intended to keep you informed of current developments in the government finance environment. In the past several years, the following topics have been addressed in our monthly newsletters:

- American Recovery & Reinvestment Act (ARRA) Information and Issues
- Are Your Government's Funds Secure?
- Changes in FDIC Deposit Insurance Coverage
- Changes on the Horizon for OMB Circular A-133
- Cybersecurity Awareness
- Deposit Collateralization
- Employee vs Independent Contractor
- Escheat Laws on Unclaimed Property
- Federal Funding and Accountability Transparency Act
- Forensic Audit or Financial Audit?
- Form PT 440
- GASB Invitation to Comment – the New Financial Reporting Model
- GASB No. 54, Governmental Fund Balance
- GASB No. 54, Governmental Fund Balance Note Disclosure Requirements
- GASB No. 60, Service Concession Arrangements
- GASB No. 67, New Pension Standard
- GASB Nos. 63 & 65, Deferred Inflows & Outflows
- GASB No. 68 Allocations
- GASB No. 72, Fair Value, It is Not Totally About Disclosure
- GASB Nos. 74 & 75, Other Postemployment Benefits (OPEB)
- GASB No. 77, Abatements – Go Viral with GASB 77
- GASB No. 87, Leases



- GASB No. 89, Accounting for Interest Cost Incurred Before the End of Construction
- IRS Delays Implementation of 3% Withholding on Payments for Goods and Services
- OMB A-133 Compliance Supplements
- OMB Revisions to A-133
- OPEB, What You Need to Know
- Public Funds and Secure Deposit Program
- Re-Examination of the GASB 34 Reporting Model
- Rotating or Not Rotating Auditors
- Property Tax Assessments
- Refunding Debt
- Sales & Use Taxes on Retail Sales of Jet Fuel
- Sales Tax Collections and Remittances by the State
- SAS Clarity Standards and Group Audits
- Single Audit, including Uniform Guidance (several)
- Social Security Administration (SSA) Incentive Payments
- Special Purpose Local Option Sales Taxes (SPLOST) Expenditures
- Supplemental Social Security for Inmates
- The New Tax Cuts and Jobs Act – Impact on Bond Refunding
- The Return of the Component Unit – GASB 61
- Uniform Guidance & New Procurement Requirements
- What’s Happening with Property Tax Assessments



Auditor’s Discussion & Analysis

During the course of serving our clients, we stress the importance of timely and frequent communication. Such communication takes place throughout the audit and throughout the year, and includes proactive communications regarding new and upcoming accounting standards and auditing standards, as well as, the availability to answer questions and provide advice to the government.



We believe such communication is a key to providing timely value-added service to our clients.

At the conclusion of the audit process, Mauldin & Jenkins prepares an Auditor’s Discussion & Analysis (formerly called the Audit Agenda) which provides auditor insight and summarizes the audit process, conclusions, and year-end financial analysis all under one cover.

Elements of the Auditor’s Discussion & Analysis include the following:

- Information about the Firm, and the respective personnel serving the government;
- Results of the audit and other matters which should be emphasized to the governing board;

- An overview of the governments year-end financial results and auditor insights relative to key financial elements of the government;
- An understanding of the internal control/compliance audit reports and the results of our testing of internal controls and compliance with laws and regulations;
- A summary of certain audit scopes and procedures utilized by Mauldin & Jenkins during the audit process;
- Documentation of certain required communications as required by auditing standards;
- If applicable, a summary of any findings (material weaknesses and/or significant deficiencies) and management recommendations resulting from the audit;
- Practical information regarding upcoming new financial reporting and auditing standards and pronouncements affecting the government; and
- A summary of the free continuing education and newsletters made available to the government during the past year.

Mauldin & Jenkins Partner Joel Black Named GASB Chairman



In January 2020, the Financial Accounting Foundation’s board of trustees named Joel Black, partner-in-charge of Mauldin & Jenkins audit practice, the next Chairman of the Governmental Accounting Standards Board.

“I am very excited to take on this new professional challenge. I have been immersed my entire adult life in the important, complex world of governmental accounting. I am eager to join my new colleagues in the mission to establish and improve accounting standards, and to engage with the remarkably diverse groups of stakeholders who care so much about public sector financial reporting.”

Joel was appointed to GASB’s Governmental Accounting Standards Advisory Council last year. Joel has also served on the American Institute of CPAs’ State and Local Government Expert Panel from 2015 to 2019, and the AICPA’s Government Audit Quality Center Executive Committee from 2012 until 2015. He received the 2017 Service Award from the Georgia Government Finance Officers Association.

“Joel Black has a longstanding and demonstrated commitment to the mission and work of the GASB and will make an excellent chair,” said Financial Accounting Foundation Chairman Kathy Casey in a statement. “He brings extensive knowledge and experience to the role and has genuine appreciation for the opportunities and challenges that our stakeholders face as accounting standards change. We are pleased to welcome him to the organization and look forward to his future leadership.”

Closing

We appreciate the opportunity to serve the City of Stonecrest. We believe Mauldin & Jenkins is the “right” Firm for the City. Our experience and knowledge in the governmental sector of accounting is vast and ever-improving. We would be very pleased to share our experience and understanding of governmental accounting and operations for the benefit of the City.

We would greatly appreciate your recommending us for your continued audit, accounting, and financial reporting needs. Should you or anyone at the City have any questions with regards to this proposal or about Mauldin & Jenkins, please feel free to contact us.



678-742-6773

www.mjcpa.com

MAULDIN & JENKINS



Signed Proposal Document

I hereby certify that I am a principal and duly authorized representative of Mauldin & Jenkins, LLC, ("Contractor"), whose address is 200 Galleria Parkway, S.E., Suite 1700, Atlanta, Ga. 30339-5946, and I further certify that:

- (1) The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied with in full; and
- (2) A drug-free workplace will be provided for Contractor's employees during the performance of the Agreement; and
- (3) Each Subcontractor hired by Contractor shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. Contractor shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with Contractor, N/A - No subcontractor to be used certifies to Contractor that a drug-free workplace will be provided for the Subcontractor's employees during the performance of this Agreement pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated, Section 50-24-3"; and
- (4) The undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the Agreement.

CONTRACTOR: Mauldin & Jenkins, LLC

Date: May 17, 2021 Signature: [Signature]

Title: Member / Partner / CPA

Request for Proposal Application
(including State of Georgia Annual Registration
and Occupation Tax Certificate)

REQUEST FOR PROPOSAL APPLICATION

This form must be completed by Responders of this RFP. Attach additional information, as needed, or as required. If you attach confidential material, clearly identify if the attachments are proprietary.

Applicant Name Mavdin & Jenkins, LLC

Applicant Address 200 Galleria Parkway, Suite 1700

Applicant Phone 678-742-6773 Email dmoses@mjcpa.com

The Mavdin & Jenkins, LLC is a Legal Entity:

- Individual(s) If multiple, identify
- Corporation
- LLC
- Joint Tenants
- Tenants in Common
- Partnership
- Other (Identify Other) _____

If not a Georgia corporation/partnership, state where organized: Georgia

(Attach current corporation documentation.)

Management TEAM

Hanson Borders, Managing Partner of the Firm
Jeff Fucito, Partner-in-charge of the Atlanta Office
Adam Fraley, Governmental Practice Partner Lead
David Roberts, Governmental Advisory Practice Partner Lead
Doug Moses, Engagement Partner

Other Members Meredith Lipson, Quality Control Partner

Other Members _____

STATE OF GEORGIA

Secretary of State
Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

ANNUAL REGISTRATION

Electronically Filed
Secretary of State
Filing Date: 1/23/2020 1:02:41 PM

BUSINESS INFORMATION

CONTROL NUMBER	K530142
BUSINESS NAME	MAULDIN & JENKINS, LLC
BUSINESS TYPE	Domestic Limited Liability Company
EFFECTIVE DATE	01/23/2020
ANNUAL REGISTRATION PERIOD	2020, 2021, 2022

PRINCIPAL OFFICE ADDRESS

ADDRESS	200 Galleria Parkway, Suite 1700, Atlanta, GA, 30339-5946, USA
---------	--

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Jeff Fucito	200 Galleria Parkway, Suite 1700, Atlanta, GA, 30339, USA	Cobb

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Kristen Lord
AUTHORIZER TITLE	Authorized Person

COBB COUNTY OCCUPATION TAX CERTIFICATE

P.O. BOX 649 MARIETTA, GEORGIA 30061-0649
(770) 528-8410



BUSINESS LOCATION
200 GALLERIA PKWY, SUITE 1700
DATE ISSUED
01-01-2021
D/B/A MAULDIN & JENKINS PLLC
ATTN: KRISTEN LORD
MAULDIN & JENKINS, LLC
200 GALLERIA PKWY SE, SUITE 1700
ATLANTA, GA 30339-5946

CERTIFICATE NUMBER
8203
FOR YEAR
2021
CERTIFICATE EXPIRES
12-31-2021

TYPE PROFESSIONAL



CERTIFICATE MUST BE DISPLAYED
 THIS CERTIFICATE IS NOT VALID IF OWNERSHIP OR BUSINESS LOCATION CHANGES
 PROFESSIONALS & ATTORNEYS AT LAW ARE NOT REQUIRED TO DISPLAY

BUSINESS DESCRIPTION

CLASSIFICATION CODE	CLASSIFICATION NAME	AMOUNT
872102	CERTIFIED PUBLIC ACCOUNTANT (OCCUPATIONAL TAX)	9049.00
651304	OFFICE SPACE RENTAL	

					PAYMENT DATE	02-02-2021					
4332	9,049.00	4312	0.00	4314	0.00	4316	0.00	4318	0.00	SUB TOTAL \$	9,049.00
4545	0.00									PENALTY \$	0.00
										INTEREST \$	0.00
										TOTAL \$	9,049.00

CD - Bus License Certificate,8203,2021,MAULDIN & JENKINS PLLC

Kristen Lord

 BUSINESS LICENSE DIVISION MANAGER

KL

 AUTHORIZED INITIALS

IMPORTANT NOTICE

1. Interest as provided by law will be imposed for failure to renew certificate prior to expiration date.
2. Please document to Cobb County Business License Office when business goes out of business.
3. Please provide written notification of any change in address or ownership change. A fee of \$10 will be charged to reprint certificate.
4. Please contact the business license office if you have not received a renewal notice two weeks prior to expiration of certificate.
5. Interest can not be waived despite failure to receive renewal notice. Contact the business license office for fee information.

Conflict of Interest Disclosure

CONFLICT OF INTEREST DISCLOSURE

The following information must be disclosed:

1. List the names of all persons having a financial interest in the consultant's business.

None noted

2. If any person identified pursuant to (1) above is a corporation or partnership, list the names of all individuals owning more than 10% of the shares in the corporation or owning any partnership interest in the partnership.

Not applicable - none

3. If any person identified pursuant to (1) above is a nonprofit organization or a trust, list the names of any person serving as director of the nonprofit organization or as trustee or beneficiary or trustor of the trust.

Not applicable - none

4. List the address of any property owned by the Consultant or principals identified in (2) that is located in Stonecrest and/or DeKalb County.

Not applicable - none

(NOTE: Attach additional pages, as necessary.)

Person is defined as: Any individual, firm, co-partnership, joint venture, association, social club, fraternal organization, corporation, estate, trust receiver, syndicate, this and any other group or combination acting as a unit.


Authorized Signature of Responder

May 17, 2021
Date

Certificate and Acknowledgement

CERTIFICATE AND ACKNOWLEDGEMENT

Applicant certifies that it as individual or member of a corporation or partnership is not now and will not be at contract execution in violation of the following policies:

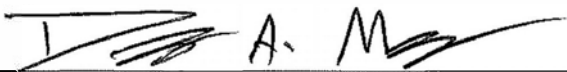
- YES NO Delinquent in the payment of taxes due to the City of Stonecrest.
- YES NO Building or health code violations on property owned that is not being actively abated;
- YES NO Been convicted of a felony crime that affects property or neighborhood stability or safety;
- YES NO Have any outstanding judgments or debts to the City;
- YES NO Have no past due loan(s) with the City;
- YES NO Been subject to a foreclosure within the previous ten (10) years;
- YES NO Been involved in litigation relating to a project either voluntary or involuntary within the past five (5) years; and
- YES NO Been adjudged bankrupt either voluntary or involuntary within the past ten (10) years.

I/We acknowledge understanding of the above policies and certify that none of the individuals or members of a corporation or partnership are in violation. I certify that this information is true and correct.

I/We further certifies that the information and exhibits comprising this RFP are true and correct. Unsigned/undated submissions will not be considered.

CERTIFICATION OF AUTHORIZED REPRESENTATIVE:

I Doug MOSES as Authorized Representative for Mauldin & Jenkins, LLC, hereby certify that all information and materials submitted in response to this RFP are true and accurate to the best of my knowledge and belief. I understand that any attempt to falsify information in this application shall result in disqualification. Further, I hereby consent to requests that the City may make of third parties for information to substantiate information provided in this RFP, and I authorize third parties to release such information to the City.


Authorized Signature of Responder

May 17, 2021
Date

Douglas A. Moses
Print or type name

Authorized Signature of Responder

Date

Print or type name

2021-06
Proposal Number

Request for Proposal Checklist

REQUEST FOR PROPOSAL CHECKLIST

It is the Proposer's responsibility to read the RFP fully to determine all necessary information/documents are submitted in order for the Proposal to be considered complete. You may use the checklist below as a guide to assist with providing the requested information.

PROJECT: Auditing Services (Financial & Compliance)

PROPOSAL NO: 2021-06

- The proposal has been signed by an authorized principal or authorized official of the firm.
- No conditions, restrictions or qualifications have been placed by the company on this proposal that would have the proposal declared non-responsive.
- We are prepared to provide the insurance required in this solicitation. *see attachments*
- Completion of Conflict of Interest Disclosure

- Completed Certificate and Acknowledgement

- We acknowledge that the City of Stonecrest does not provide Workers' Compensation to Contractors, Subcontractors or any tier and as such is not responsible or legally liable for Contractor workers' injuries, including death.
- We have included the following **NOTARIZED** Georgia Security and Immigration Compliance documents with our bid:
 - *Immigration and Security Form
 - *Sub-Contractor Affidavit — *Not applicable*
 - * Affidavit

Additional Named Insureds

Other Named Insureds

Advisory Information Technology, LLC

Limited Liability Company, Insured Multiple Names

Dawson Road Properties

Insured Multiple Names

Non-Collusion Affidavit

NON-COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to include anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/She further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee gift, commission or thing of value on account of such sale.

OATH AND AFFIRMATION

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING BID FOR PUBLIC WORKS ARE TRUE AND CORRECT.

Dated this 17th day of May, 2021

Mauldin & Jenkins, LLC
(Name of Organization)

Member / Partner
(Title of Person Signing)

[Signature]
(Signature)

2021-06
(Bid Number)

ACKNOWLEDGEMENT

STATE OF Georgia)

COUNTY OF Cobb)

Before me, a Notary Public, personally appeared the above named and swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to me this 17th day of May, 2021.

[Signature]
Notary Public Signature

My Commission Expires: Sept. 20, 2022



***Georgia Security and Immigration
Compliance Act Affidavit***



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor(s) Name: Mauldin & Jenkins, LLC
Address: 200 Galleria Parkway, Suite 1700
Atlanta, Georgia 30339

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Stonecrest has registered with, is authorized to participate in, and is participating in the federal work authorization program commonly known as E-Verify,* in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

The undersigned person or entity further agrees that it will continue to use the federal work authorization program throughout the contract period, and it will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the undersigned with the information required by O.C.G.A. § 13-10-91(b).

The undersigned person or entity further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Stonecrest within five (5) business days after any subcontractor(s) is/are retained to perform such service.

105410
E Verify™ Company Identification Number

March 6, 2008
Date of Authorization

Lauren Wood
BY: Authorized Officer or Agent
(Name of Person or Entity)

May 14, 2021
Date

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

17th DAY OF May, 2021

Jaye Shorn
Notary Public

My Commission Expires: Sept. 20, 2022



* or any subsequent replacement operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603

Cost Proposal Transmittal Letter

May 17, 2021

City of Stonecrest, Georgia
Attn: Department of Purchasing and Contracts
3120 Stonecrest Blvd.
Stonecrest, Georgia 30038

Ladies and Gentlemen:

Mauldin & Jenkins is pleased to submit a qualifications package including cost estimates to provide annual financial and compliance auditing services for the City of Stonecrest, Georgia (the "City"). It is our understanding that the City is requesting proposals from qualified firms of certified public accountants to establish a contract for the professional services of a Certified Public Accountant (the "auditor") for financial and compliance audits. The contract for such audit services will be for the fiscal year ended December 31, 2020, with an option for each of the four (4) subsequent fiscal years, subject to annual review and the annual availability of an appropriation for audit services by the City.

As requested by the City, we have enclosed on the following pages an all-inclusive maximum fee for the financial and compliance audit services for the fiscal years noted above. This sealed cost proposal contains all pricing information relative to the performance of the audit (including single audit for one major federal award program). The total all-inclusive maximum price for the fiscal years ending December 31, 2020 through 2024 is as follows:

- 2020 - \$ 30,000*
 - 2021 - \$ 35,000
 - 2022 - \$ 36,000
 - 2023 - \$ 37,000
 - 2024 - \$ 38,000
- Total \$176,000**

* Discounted for preliminary work already performed and previously billed for the 2020 audit.

As a partner at Mauldin & Jenkins, LLC, I am certified and authorized to represent Mauldin & Jenkins, empowered to submit the bid, and authorized to sign a contract with the City. Our total all-inclusive maximum price for providing annual financial auditing services to the City is contained on the following pages. We appreciate the opportunity to propose and we look forward to hearing from you.

Sincerely,

MAULDIN & JENKINS, LLC



Doug Moses, Partner

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES			
FOR THE AUDIT OF THE 2020 FINANCIAL STATEMENTS			
	Hours	Hourly Rate	Total
Partners	30	\$255	\$ 7,650
Managers	55	195	10,725
Staff Professionals	115	140	16,100
Total for Services Described in RFP	<u>200</u>		<u>34,475</u>
Out-of-pocket expenses:			
Meals and transportation			1,200
Mauldin & Jenkins discount from standard fees and expenses			<u>(5,675)</u>
Total all inclusive not to exceed price for 2020 audit			<u>\$ 30,000</u>
Amount of Professional Services, in hours, allowed for 2020 year without additional cost (such services include phone calls & continuing education)			<u>See Note 1</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES			
FOR THE AUDIT OF THE 2021 FINANCIAL STATEMENTS			
	Hours	Hourly Rate	Total
Partners	30	\$260	\$ 7,800
Managers	55	196	10,780
Staff Professionals	115	141	16,215
Total for Services Described in RFP	<u>200</u>		<u>34,795</u>
Out-of-pocket expenses:			
Meals and transportation			1,200
Mauldin & Jenkins discount from standard fees and expenses			<u>(995)</u>
Total all inclusive not to exceed price for 2021 audit			<u>\$ 35,000</u>
Amount of Professional Services, in hours, allowed for 2021 year without additional cost (such services include phone calls & continuing education)			<u>See Note 1</u>

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES			
FOR THE AUDIT OF THE 2022 FINANCIAL STATEMENTS			
	Hours	Hourly Rate	Total
Partners	30	\$265	\$ 7,950
Managers	55	197	10,835
Staff Professionals	115	142	16,330
Total for Services Described in RFP	<u>200</u>		<u>35,115</u>
Out-of-pocket expenses:			
Meals and transportation			1,200
Mauldin & Jenkins discount from standard fees and expenses			<u>(315)</u>
Total all inclusive not to exceed price for 2022 audit			<u>\$ 36,000</u>
Amount of Professional Services, in hours, allowed for 2022 year without additional cost (such services include phone calls & continuing education)			See Note 1

SCHEDULE OF PROFESSIONAL FEES AND EXPENSES			
FOR THE AUDIT OF THE 2023 FINANCIAL STATEMENTS			
	Hours	Hourly Rate	Total
Partners	30	\$270	\$ 8,100
Managers	55	202	11,110
Staff Professionals	115	145	16,675
Total for Services Described in RFP	<u>200</u>		<u>35,885</u>
Out-of-pocket expenses:			
Meals and transportation			1,200
Mauldin & Jenkins discount from standard fees and expenses			<u>(85)</u>
Total all inclusive not to exceed price for 2023 audit			<u>\$ 37,000</u>
Amount of Professional Services, in hours, allowed for 2023 year without additional cost (such services include phone calls & continuing education)			See Note 1

Partners	30	\$275	\$ 8,250
Managers	55	205	11,275
Staff Professionals	115	148	17,020
Total for Services Described in RFP	<u>200</u>		<u>36,545</u>
Out-of-pocket expenses:			
Meals and transportation			1,500
Mauldin & Jenkins discount from standard fees and expenses			<u>(45)</u>
Total all inclusive not to exceed price for 2024 audit			<u>\$ 38,000</u>
Amount of Professional Services, in hours, allowed for 2024 year without additional cost (such services include phone calls & continuing education)			<u>See Note 1</u>

Important Notes to be Considered:

Note (1) – Unlimited Correspondence: It is Mauldin & Jenkins’ policy to not charge for simple discussions and conversations that occur between the governmental entity and Mauldin & Jenkins that are only simple discussions (i.e., a phone call to ask certain questions that do not require additional research).

Note (2) – Free Periodic/Quarterly Continuing Education: As noted in our technical proposal, we provide free quarterly continuing education classes to our clients. This could amount to approximately \$3,000 of annual savings for the City’s estimated finance department per person.

Note (3) – Additional Services: If it should become necessary for the City to request Mauldin & Jenkins to provide any additional services (such as bond issuances, etc.), then such additional work shall be performed only if set forth in an addendum to the contract between the City and Mauldin & Jenkins.

Note (4) – No Hidden Fees or Costs: The pricing schedules contain all pricing information relative to performance of the audit as required by the City including all reimbursement for travel, lodging, communications, etc. Our estimated number of hours and the associated fee estimate indicated are based on our professional judgment and experience with similar governmental entities. So long as there are no significant changes in the operations or the number of major programs of the City and or the scope of services requested or significant problems requiring additional time, our quoted fees will not change.

Note (5) – Single Audit: The pricing above does include a single audit. Based on the City’s request, the fee for one major federal program would be \$5,000.

Note (6) – Financial Statement Preparation: The cost of preparing the City’s Annual Financial Statements to assist the City is included in the pricing above.

Note (7) – DCA Report: The cost of completing the DCA Report of Local Governemnt Finances to assist the City is included in the pricing above.

Cost Proposal Schedule for 2020

**REQUEST FOR PROPOSAL NO. 2021-06
PROFESSIONAL AUDIT SERVICES**

COST PROPOSAL SCHEDULE - 2020 Audit

Line No.	Description	Est. Total of Hours (if Applicable)	Hourly Rate	Total Cost
1.	Lump Sum- including one Single Audit for Federal Award Program, CAFR enhancements, and other items included in scope of work		\$ _____	\$ _____
			\$ _____	\$ _____
			\$ _____	\$ _____
			\$ _____	\$ _____
			\$ _____	\$ _____
			\$ _____	\$ _____
			\$ _____	\$ _____
	Additional Audit Service Hourly Rates		\$ _____	\$ _____
	Partners:	30	\$ <u>255</u>	\$ <u>7,650</u>
	Managers:	55	\$ <u>195</u>	\$ <u>10,725</u>
	Supervisory Staff	115	\$ <u>140</u>	\$ <u>16,100</u>
	Other:	Less Discount	\$ _____	\$ <u><5,675</u>
			\$ _____	\$ _____

Note: See (cost proposal)

for more detail for the 5 year period

GRAND TOTAL

\$ 30,000

Grand Total should not include additional audit services hourly rates

Submission Coversheet

REQUEST FOR PROPOSAL NO. 2021-06
PROFESSIONAL AUDIT SERVICES

SUBMISSION COVERSHEET

COMPLETE AND RETURN THIS PAGE ALONG WITH THE LIST OF ITEMS BELOW

REQUEST FOR PROPOSAL
No. 2021-06

PROFESSIONAL AUDIT SERVICES

Company Name	Mauldin & Jenkins, LLC		
Contact Person	Doug Moses		
Address	200 Galleria Parkway, Suite 1700, Atlanta Ga. 30339		
Email	dmoses@mjcpa.com	Phone	678-742-6773

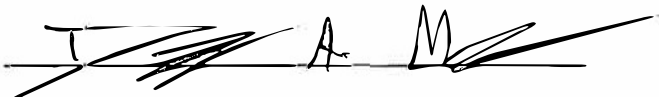
You must complete and submit copies of the following items:

1. SUBMISSION COVERSHEET (this completed document)
2. PROVIDE ALL INFORMATION for services proposed.
3. REFERENCES and CLIENTS LIST (completed reference and client list form)
4. E-VERIFICATION DOCUMENTATION – Contractor Affidavit
5. COST PROPOSAL FORMS. Complete the Cost Proposal form(s)

By submitting a response to the RFP, the supplier is acknowledging that the supplier:

1. Has read all the information and instructions,
2. Agrees to comply with all the terms and conditions and information and instructions contained in this RFP.

Signature of Person Authorized to Sign on Behalf of the Offeror:



Printed Name/Title:

Douglas A. Moses, Member/Partner

Reference Sheet

REQUEST FOR PROPOSAL NO. 2021-06
PROFESSIONAL AUDIT SERVICES

REFERENCE SHEET

In the space provided below, please list a minimum of three (3) references giving the name, address, phone and contact person of companies, organizations, or agencies for whom you have provided services like those requested in the RFP.

* Name of Company:	City of South Fulton, Georgia
Address:	5440 Fulton Industrial Blvd. SW Atlanta, Georgia 30336
Phone Number:	470-809-7749
E-mail Address:	nina.robinson@cityofsouthfultonga.gov
Contact Name:	Nina Robinson, Interim Finance Director

Name of Company:	City of College Park, Georgia
Address:	3667 Main Street College Park, Ga. 30337
Phone Number:	404-767-1537
E-mail Address:	apbradley@collegetherpa.com
Contact:	Althea Bradley, Finance Director

* Name of Company:	City of Chamblee, Georgia
Address:	5468 Peachtree Road Chamblee, GA. 30341
Phone Number:	770-986-5010
E-mail Address:	jpero@chambleega.gov
Contact:	Julie Pero, Finance Director

* Please refer to Page 43



CITY COUNCIL AGENDA ITEM

SUBJECT: Invoices Without Contracts

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: May 18, 2021 **Work Session:** **Council Meeting:** May 24, 2021

SUBMITTED BY: Gia Scruggs, Finance Director

PURPOSE: The City of Stonecrest has been presented with invoices from vendors without properly executed contracts with the City of Stonecrest. As a result, the Finance Department is seeking Council authorization to pay these invoices. The Mayor and Council must ratify or make an exemption for the invoices presented, as shown in the referenced section of the Purchasing Policy below, if the City is to provide payment as requested.

Vendor	Amount	Invoice Date	Invoice Description	Invoice Number
Mauldin & Jenkins, LLC	\$ 1,600.00	3/31/2021	Pre-Audit services	1225764
The Pendleton Consulting Group	\$ 5,000.00	2/3/2021	February Retainer	1583
The Pendleton Consulting Group	\$ 5,000.00	3/8/2021	March Retainer	1603
The Pendleton Consulting Group	\$ 5,000.00	4/6/2021	April Retainer	1622
The Pendleton Consulting Group	\$ 5,000.00	5/5/2021	May Retainer	1639
JWG & Associates	\$ 5,000.00	4/8/2021	Building the City Brand as a consultant	887
Laronda Sutton	\$ 4,000.00	3/1/2021	Film & Entertainment Consulting	65
Laronda Sutton	\$ 4,000.00	12/15/2020	Film & Entertainment Consulting	63
Laronda Sutton	\$ 4,000.00	1/17/2021	Film & Entertainment Consulting	64

Reference: Purchasing Policy 2.7.21 p. 3

DISCLAIMER OF LIABILITY FOR IMPROPER PURCHASING: THE CITY DISCLAIMS ANY AND ALL RESPONSIBILITY AND LIABILITY FOR ANY PURCHASE, EXPENDITURE, PROMISE OR AGREEMENT FOR EXPENDITURE ARISING FROM ANY PROCUREMENT MADE IN ITS NAME OR IN THE NAME OF ANY AGENCY, AUTHORITY, COMMISSION, OR OTHER GOVERNMENTAL BODY UNDER ITS AUTHORITY, BY AN UNAUTHORIZED PERSON OR ANY PERSON ACTING IN VIOLATION OF THIS PURCHASING POLICY OR OUTSIDE OF THE AUTHORIZATION OR DELEGATION AS PROVIDED BY THIS POLICY. THE EXPENSE OF ANY SUCH TRANSACTION SHALL BECOME THE PERSONAL LIABILITY OF THE INDIVIDUAL AT FAULT UNLESS OTHERWISE RATIFIED OR EXEMPTED BY MAYOR AND COUNCIL.

OPTIONS: Approve, Deny, Defer

RECOMMENDED ACTION: Discussion

ATTACHMENTS: None



CITY COUNCIL AGENDA ITEM

SUBJECT: Final Plat of Lakeview at Stonecrest, Phase Three

ORDINANCE **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 5/19/21 **Work Session:** **Council Meeting: 5/24/21**

SUBMITTED BY: Jim Summerbell, AICP, Planning and Zoning Director

PURPOSE: The applicant (Rockhaven Homes, Brad Hughes representing) is requesting final plat approval for Lakeview at Stonecrest, Phase Three. The 127-unit single-family subdivision is located in Land Lots 148, 172 and 173 or the 16th District, City of Stonecrest, DeKalb County, on the north side of Rockland Road, close to its intersection with Cragstone Road. The site is located in the Stonecrest Overlay, Tier 3, base zoning of OD (Office Distribution), and is being developed at MR-2 (Medium Density Residential) in conformance with Sec 3.5.16 of the Stonecrest Zoning Ordinance.

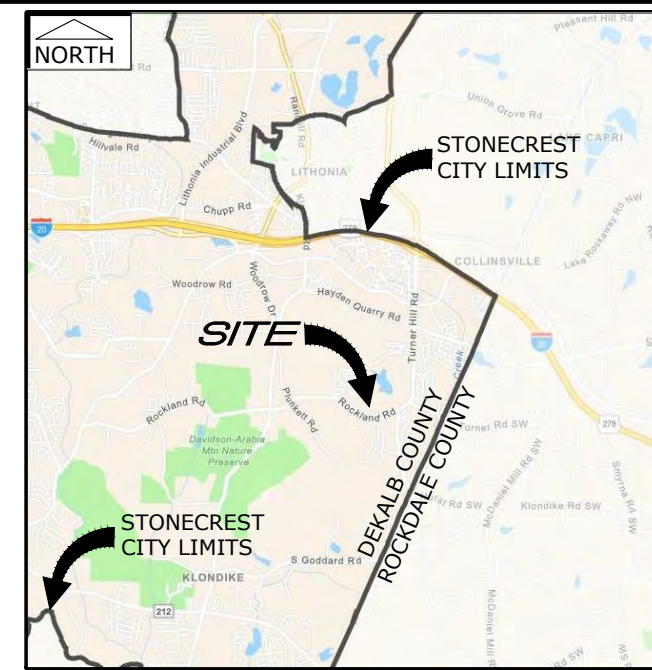
OPTIONS: Approve, Deny, or Refer

RECOMMENDED ACTION:
Staff recommends approval of the final plat application.

ATTACHMENTS:
#1 Final Plat for Lakeview at Stonecrest, Phase Three

**FINAL PLAT OF:
LAKEVIEW AT STONECREST
PHASE THREE**

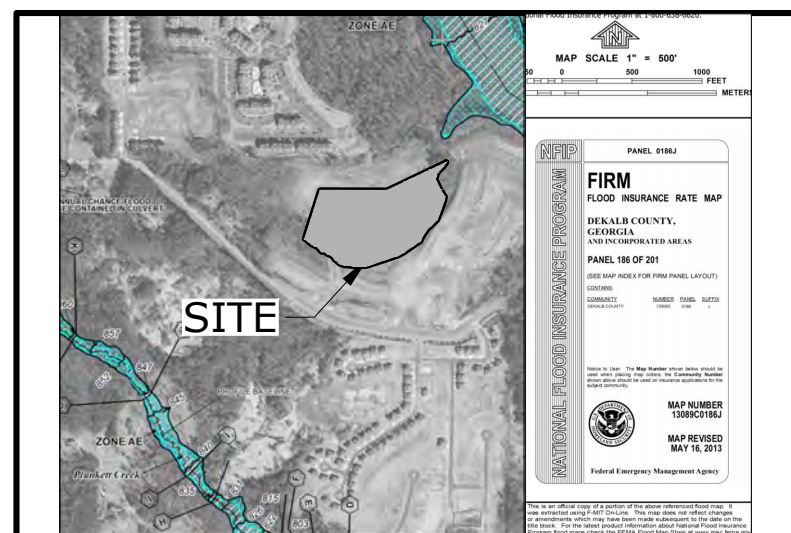
PREPARED FOR (OWNER/DEVELOPER):
STONECREST HOME BUILDERS, INC.
4062 PEACHTREE ROAD, NE, SUITE A #277 ATLANTA, GA 30319
PHONE: 678-446-5004
DEKALB COUNTY COMBINATION AP# 3015671
DEKALB COUNTY LDP AP# 3057540



VICINITY MAP (1" = 2000')

SITE DATA

OWNER/DEVELOPER:	STONECREST HOME BUILDERS, INC. 4062 PEACHTREE ROAD, NE, SUITE A #277 ATLANTA, GEORGIA 30319 PHONE: 678-446-5004
ENGINEER/SURVEYOR:	SOUTHEASTERN ENGINEERING, INC. 2470 SANDY PLAINS ROAD MARIETTA, GA 30066 PHONE: 770.321.3936
BOUNDARY:	BOUNDARY SURVEY BY SEI, DATED AUG. 8, 2017 AND LAST REVISED AUG. 25, 2017
TOPOGRAPHY:	DEKALB GIS, SUPPLEMENTED WITH FIELD RUN SURVEY BY SEI, DATED AUG. 8, 2017
SITE/DISTURBED AREA:	14.55± AC./11.78 AC.
NUMBER OF LOTS:	127 TOTAL UNITS 0 SINGLE FAMILY DETACHED 127 ATTACHED UNITS
DENSITY:	127 LOTS / 14.55 ACRES = 8.73 UNITS PER ACRE
FLOOD INFO:	ACCORDING TO THE F.I.R.M. OF DEKALB COUNTY, PANEL NUMBER 13089C0186J, DATED MAY 16, 2013, THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA.
EXISTING ZONING:	ZONING OD (OFFICE DISTRIBUTION) - STONECREST OVERLAY TIER III (DEVELOPED AS MR-2)
EXISTING ZONING DEVELOPMENT STANDARDS:	(F) SINGLE FAMILY ATTACHED OR DETACHED UNITS MAY BE PERMITTED AND SHALL COMPLY WITH THE FOLLOWING: LOT WIDTH: MINIMUM 20' STREET FRONTAGE MINIMUM LOT AREA: 3000 SF FRONT SETBACK: 15 FEET SIDE SETBACK: 10 FEET INTERIOR SIDE SETBACK: 3 FEET, WITH A MINIMUM OF TEN FEET SEPARATION BETWEEN STRUCTURES; 5' INTERIOR SIDE SETBACKS SHOWN ON PLAN REAR SETBACK: 10 FEET PARKING: TWO SPACES SHALL BE PROVIDED PER HOME



ACCORDING TO THE F.I.R.M. OF DEKALB COUNTY, PANEL NUMBER
13089C0186J, DATED MAY 16, 2013, THIS PROPERTY IS NOT LOCATED
IN A SPECIAL FLOOD HAZARD AREA.

FEMA MAP

PLAT APPROVAL

This plat has been submitted to and accepted by the Community Development Department for the City of Stonecrest, GA and has been approved as required by state law and city codes as meeting all conditions precedent to recording in the superior court of this circuit.

Director, Department of Community Development _____ Date _____

OWNER'S ACKNOWLEDGEMENT

I, _____, the owner of the land shown on this plat and whose name is subscribed hereto, acknowledges that this plat was made from an actual survey, and for value received the sufficiency of which is hereby acknowledged, do hereby convey all streets indicated as public streets and rights-of-way, and further dedicate to the use of the public forever all alleys, parks, watercourses, drains, easements and public places hereon shown for the purposes and considerations herein expressed. In consideration of the approval of this development plan and other valuable considerations, the owner further releases and holds harmless City of Stonecrest from any and all claims, damages or demands arising on account of the design, construction and maintenance of the property shown hereon; on account of the roads, fills, embankments, ditches, cross-drains, culverts, water mains, sewer lines, and bridges within the proposed rights-of-way and easements shown; and on account of backwater, the collection and discharge of surface water, or the changing of courses of streams. And further the owner warrants that he owns fee simple title to the property shown hereon and agrees that City of Stonecrest shall not be liable to him/her, his/her heirs, successors or assigns for any claims or damages resulting from the construction or maintenance of cross-drain extensions, drives, structures, streets, culverts, curbs or sidewalks, the changing of courses of streams and rivers, flooding from natural creeks and rivers, surface waters and any other matter whatsoever. I further warrant that I have the right to sell and convey the land according to this plat and do hereby bind myself and owners subsequent in title to defend by virtue of these present.

The owner of record of the land shown on this plat and whose name is subscribed thereto in person or through a duly authorized agent, hereby acknowledges that this plat was made from an actual survey, and dedicates to City of Stonecrest, as noted below, the complete ownership and use of all improvements constructed or to be constructed in accordance with this plat, and dedicates to the use of the public forever the following:

Public Street Right-of-Way	2.54 acres
Drainage Easement	0.59 acres
Public Access/Pedestrian Easements	0.08 acres
Public Water/Sewer Easements to DeKalb County	0.08 acres

In witness whereof, I have hereunto set my hand this _____ day of _____ 2021.

(Owner): _____

Witness: _____
Notary Public: _____

GEORGIA SURVEYOR CERTIFICATION

As required by subsection (d) of O.C.G.A. Section 15-6-67, this plat has been prepared by a land surveyor. This plat has been approved by all applicable local jurisdictions that require prior approval for recording this type of plat or one or more of the applicable local jurisdictions do not require approval of this type of plat. For any applicable local jurisdiction that requires approval of this type of plat, the names of the individuals signing or approving this plat, the agency or office of that individual, and the date of approval are listed in the approval table shown hereon. For any applicable local jurisdiction that does not require approval of this type of plat, the name of such local jurisdiction and the number of the applicable ordinance or resolution providing that no such approval is required are listed in the approval table shown hereon. Such approvals, affirmations, or ordinance or resolution numbers should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Wayne Powers 04-08-21
WAYNE ALAN POWERS DATE

THIS BLOCK RESERVED FOR SUPERIOR COURT CLERK

RIGHT-OF-WAY DEDICATION:
TOTAL AREA OF RIGHT-OF-WAY DEDICATED IN PHASE THREE
= 110,649 SF / 2.54 ACRES.

OPEN SPACE
OPEN SPACE 1 = 281,964 SF / 6.47 ACRES
OPEN SPACE 2 = 37,577 SF / 0.86 ACRES

TOTAL OPEN SPACE = 319,541 SF / 7.33 ACRES

GENERAL NOTES

- Stream Buffers are to remain in a natural and undisturbed condition.
- Structures, other than approved storm structures, are not allowed in drainage easements.
- City of Stonecrest and DeKalb County personnel and/or agents shall have free and total access to and across all easements.

FLOOD HAZARD

The Special Flood Hazard Areas (SFHA) shown herein were determined by the Professional Engineer whose stamp and signature are affixed hereto. The City of Stonecrest does not, by approving this plat, warrant their accuracy, and does not imply that land outside the areas of flood hazard shown will be free from flooding or flood damage. Further, the City of Stonecrest does not by approving this plat nor accepting the public improvements therein, assumes maintenance of the flood carrying capacity of the flood areas or watercourses. Maintenance shall remain the responsibility of the owner(s) of the land upon which they exist. The owner of a lot or parcel that contains a flood hazard area is required to submit a site plan to the City of Stonecrest prior to the initiation of any improvements to the lot or parcel. The site plan shall include the location and elevation of the SFHA within the lot or parcel and the existing and proposed improvements. Approval of the site plan by the City of Stonecrest is required prior to the issuance of a building permit.

DRAINAGE

The owner of record on behalf of himself (itself) and all successors in interest specifically releases the City of Stonecrest from any and all liability and responsibility for flooding or erosion from storm drains or from flooding from high water of natural creeks, river, or drainage features. A drainage easement is hereby established for the sole purpose of providing for the emergency protection of the free flow of surface waters along all watercourses as established by city regulations. The City may conduct emergency maintenance operations within this easement where emergency conditions exist. Emergency maintenance shall be the removal of trees and other debris, excavation, filling and the like, necessary to remedy a condition, which in the judgment of staff and Director, is potentially injurious to life, property, or the public road or utility. Such emergency maintenance conducted for the common good shall not be construed as constituting a continuing maintenance obligation on the part of the City of Stonecrest nor abrogation of the City of Stonecrest's right to seek reimbursement for expenses from the owner(s) of the property (ies) or the lands that generated the conditions.

CITY OF STONECREST PLAT APPROVAL

This plat has been submitted to and accepted by the Community Development Department for the City of Stonecrest, GA and has been approved as required by state law and city codes as meeting all conditions precedent to recording in the Superior Court of this circuit.

Director, Department of Community Development _____ Date _____
Mayor, City of Stonecrest _____ Date _____

SURVEYOR'S ACKNOWLEDGEMENT

In my opinion, this plat, drawn by me or under my supervision, was made from an actual survey, and is a correct representation of the land platted and has been prepared in conformity with the minimum standards and requirements of law.

Wayne Powers 04-08-21
WAYNE ALAN POWERS R.L.S. No. 2891 DATE

SEI
SOUTHEASTERN ENGINEERING, INC.
2470 Sandy Plains Road Marietta, Georgia 30066
tel: 770-321-3936 fax: 770-321-3935
www.seengineering.com
LSP NO. 000913

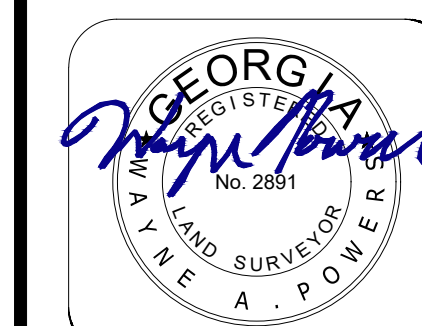
DATE	ISSUED

PLAT INFORMATION

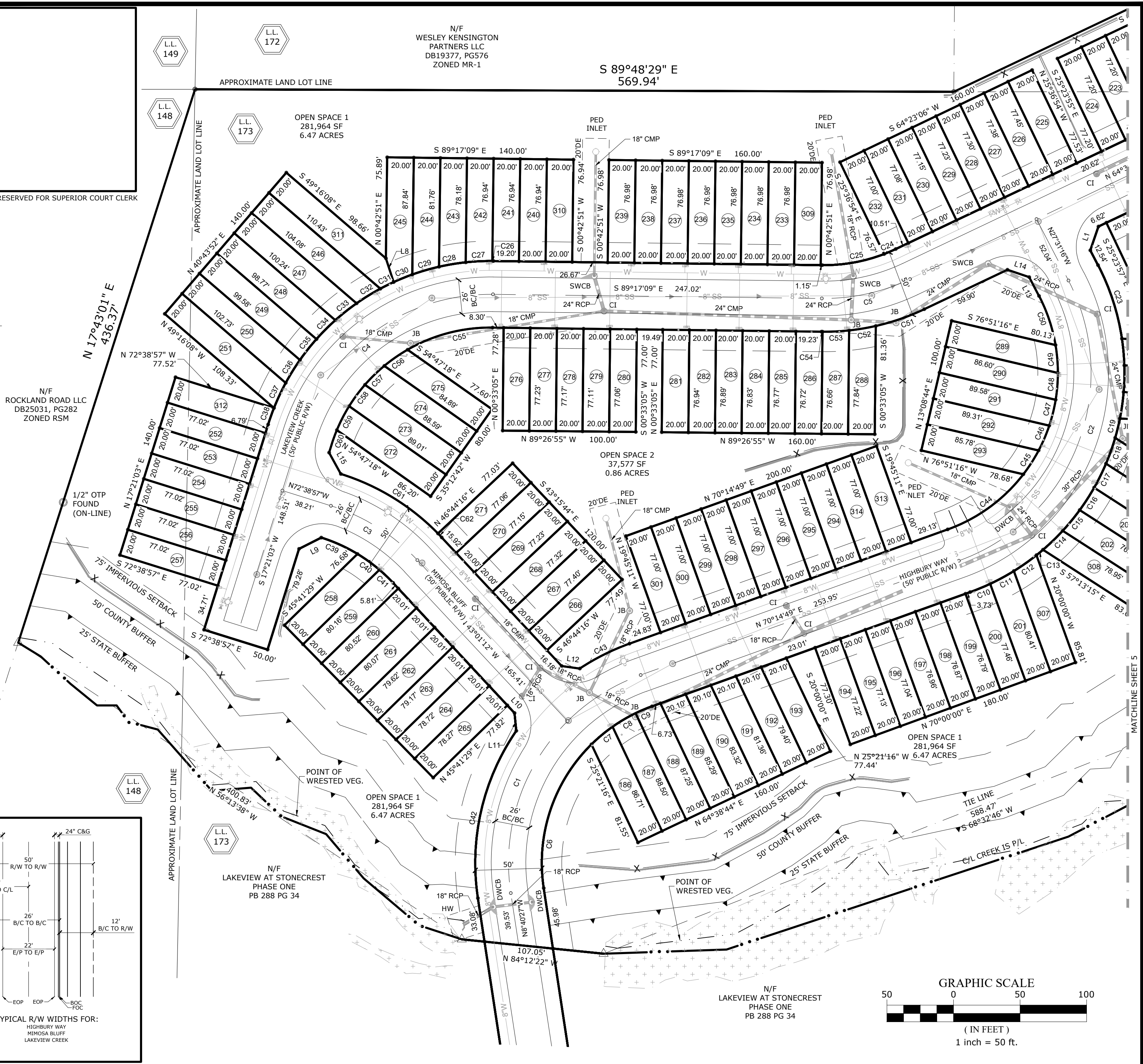
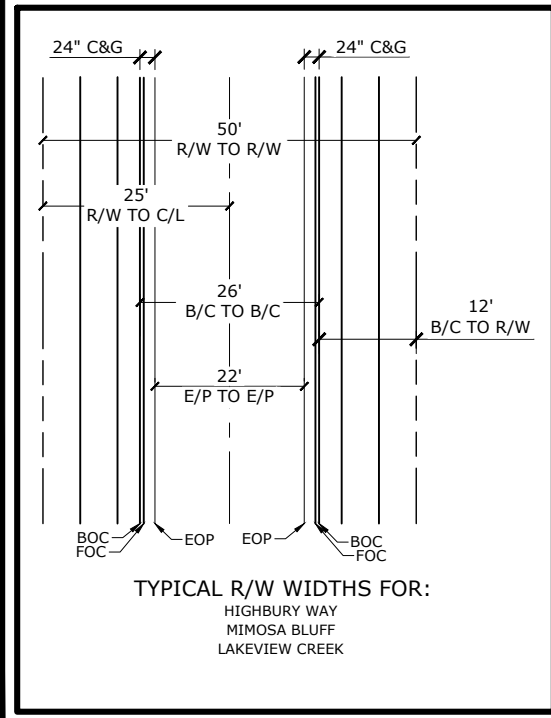
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE OF 1 FOOT IN 22,200 FEET AND AN ANGLE CLOSURE OF 1 SECOND OF AN ARC PER POINT AND WAS ADJUSTED USING THE LEAST SQUARES METHOD. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE TO 1 FOOT IN 184,599 FEET. AN ELECTRONIC TOTAL STATION WAS USED TO GATHER THE INFORMATION USED IN THE THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED HEREON. THIS PLAT DOES NOT EXTEND TO ANY UNNAMED PERSON, PERSONS OR ENTITY WITHOUT EXPRESS RECERTIFICATION BY THE SURVEYOR NAMING SAID PERSON, PERSONS OR ENTITY.

FINAL PLAT OF:
**LAKEVIEW AT STONECREST
PHASE THREE**

LOCATED IN:
LAND LOTS 148, 172 AND 173
OF THE 16TH DISTRICT
CITY OF STONECREST,
DEKALB COUNTY, GEORGIA



Project No.:	608-17-218
Surveyed By:	SEI
Field Date:	03-21-2021
Drafted By:	L. GOULD
Issue Date:	04-08-2021



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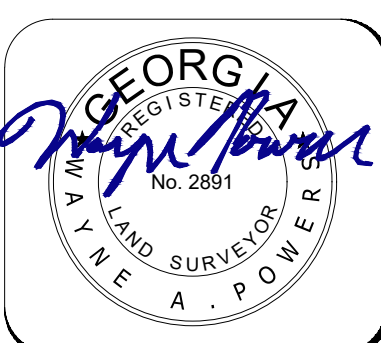
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2470 Sandy Plains Road Marietta, Georgia 30066
tel: 770-321-3936 fax: 770-321-3935
www.seengineering.com
LSP NO. 000913

No	ISSUED	DATE

PLAT INFORMATION
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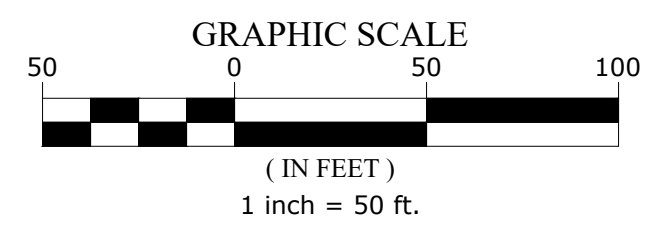
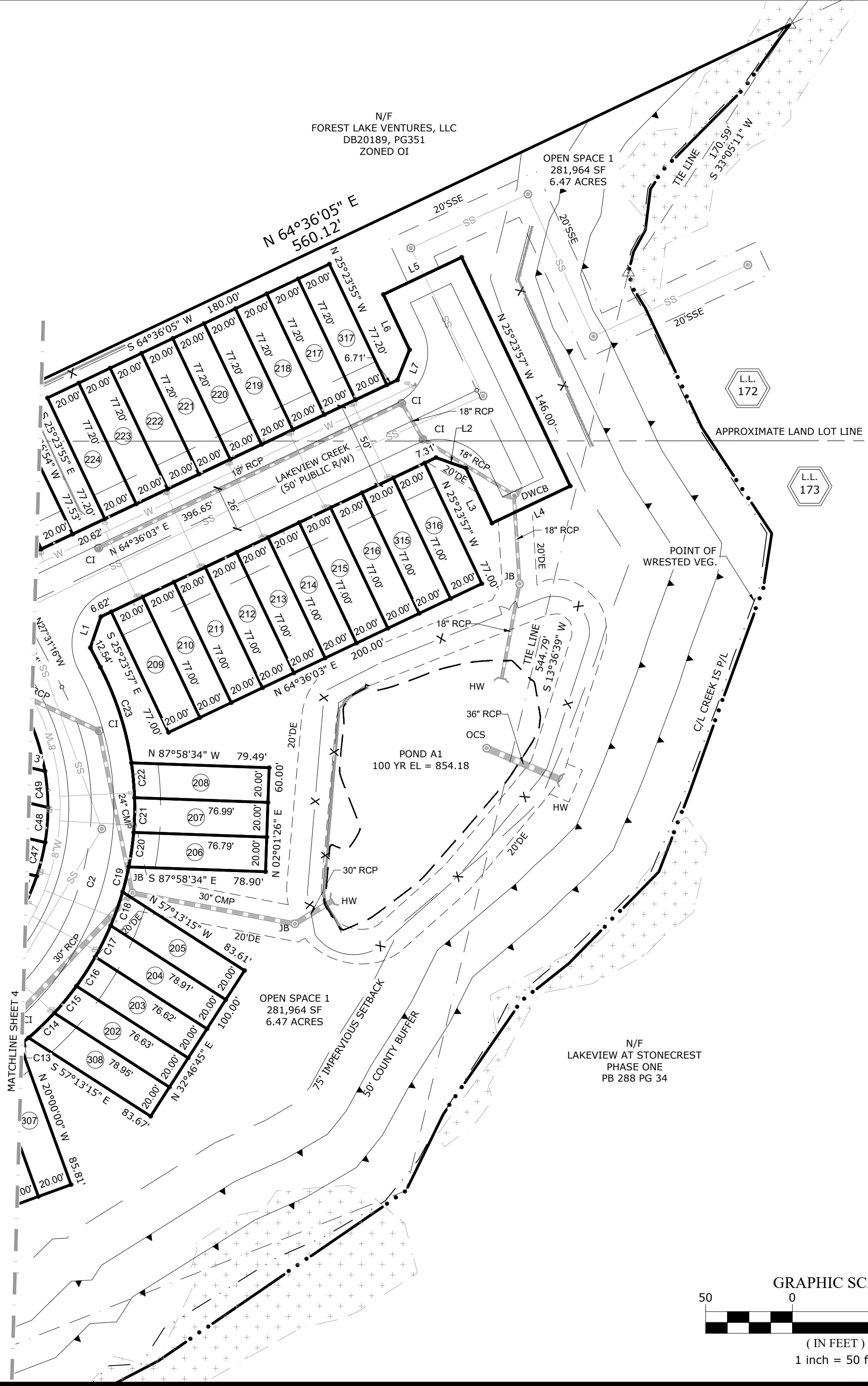
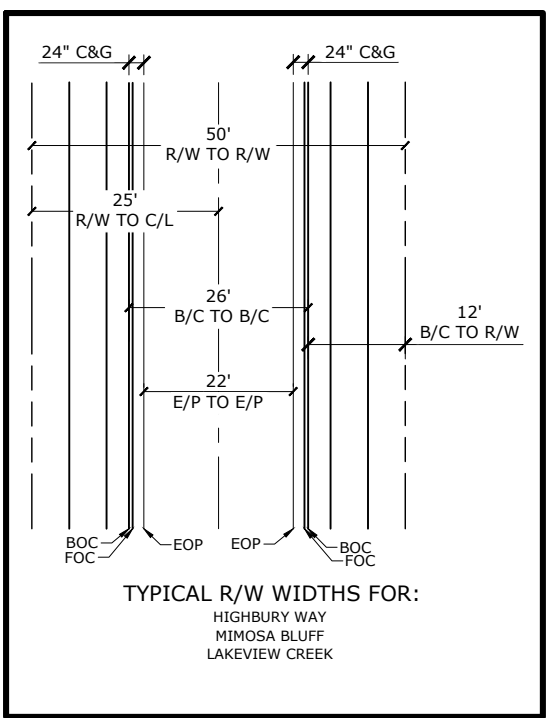
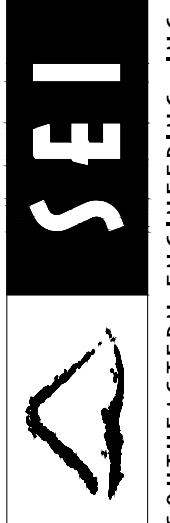
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LAKEVIEW AT STONECREST
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LOCATED IN:
LAND LOTS 148, 172 AND 173
OF THE 16TH DISTRICT
CITY OF STONECREST,
DEKALB COUNTY, GEORGIA



Project No.: 608-17-218
Surveyed By: SEI
Field Date: 03-21-2021
Drafted By: L. GOULD
Issue Date: 04-08-2021

THIS BLOCK RESERVED FOR SUPERIOR COURT CLERK

SOUTHEASTERN ENGINEERING, INC.
 2470 Sandy Plains Road Marietta, Georgia 30066
 tel: 770-321-3936 fax: 770-321-3935
 www.seengineering.com
 LST NO. 000913

No	ISSUED	DATE

PLAT INFORMATION
 THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE OF 1 FOOT IN 222,000 FEET AND AN ANGLE CLOSURE OF 1.0 SECOND OF AN ANGLE. THIS PLAT WAS ADJUSTED USING THE LEAST SQUARES METHOD. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE TO 1 FOOT IN 184,599 FEET. AN ELECTRONIC TOTAL STATION WAS USED TO GATHER THE INFORMATION USED IN THE THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED HEREON. THIS PLAT DOES NOT EXTEND TO ANY UNNAMED PERSON, PERSONS OR ENTITY WITHOUT EXPRESS RECERTIFICATION BY THE SURVEYOR NAMING SAID PERSON, PERSONS OR ENTITY.

FINAL PLAT OF:
LAKEVIEW AT STONECREST
PHASE THREE
 LOCATED IN:
 LAND LOTS 148, 172 AND 173
 OF THE 16TH DISTRICT
 CITY OF STONECREST,
 DEKALB COUNTY, GEORGIA



Project No.:	608-17-218
Surveyed By:	SEI
Field Date:	03-21-2021
Drafted By:	L. GOULD
Issue Date:	04-08-2021

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CITY COUNCIL AGENDA ITEM

SUBJECT: Approval of the Facility Usage Agreement for the Georgia Kangaroos Basketball Program for the Browns Mill Recreation Center

ORDINANCE **POLICY** **STATUS REPORT**

DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/04/21 Work Session: 05/10/21 Council Meeting: 05/24/21

SUBMITTED BY: Brandon Riley, Parks and Recreation Director

PURPOSE: The Parks and Recreation Department is seeking approval from the Mayor and Council regarding the Facility Usage Agreement for the Georgia Kangaroos.

FACTS AND ISSUES: This Facility Usage Agreement will provide the Georgia Kangaroos scheduled practice days on Tuesdays and Thursdays from 6pm-9pm through the last Thursday of October 2021. The agreement calls for a rate of \$240 per practice session, to be paid within 15 days of the date of the invoice. The use of the facility shall include, but not be limited to, practices, games, meetings, clinics, fundraisers, and demonstrations for the promotion of the sport, community interest and welfare, sponsored by Kangaroo Sport or a third party ("Permitted Uses").

OPTIONS: Approve/Deny/Defer

RECOMMENDED ACTION: Approve

ATTACHMENTS: Georgia Kangaroos Facility Usage Agreement for the summer and fall season.

**RECREATIONAL FACILITY USAGE
AGREEMENT**

This Recreational Facility Usage Agreement (“Agreement”) is made this ____ day of _____, 2021 (“Effective Date”), by and between the City of Stonecrest, 3120 Stonecrest Boulevard, Stonecrest, GA 30038, a municipal corporation duly incorporated and existing under the laws of the State of Georgia (the “City”) and the Kangaroo Sport Inc. Georgia Kangaroos, located at 5370 HWY 78, Stone Mountain, GA 30087 (“Kangaroo Sport”), collectively the City and Kangaroo Sport may be referred to as the “Parties” or each individually as a “Party”.

WITNESSETH:

WHEREAS, the City is authorized under state law to provide recreational services and programs; and

WHEREAS, Kangaroo Sport has a need to use the City of Stonecrest athletic facilities, specifically the Browns Mill Center located at 5101 Browns Mill Road, Stonecrest, GA 30038; and

WHEREAS, O.C.G.A. §36-35-3 allows city governments to establish rules for use of and access to its own property for which no provision has been made by general law and which are not inconsistent with the Constitution or any charter provision applicable thereto; and

WHEREAS, the City desires to enter into this Agreement with Kangaroo Sport to permit the usage of certain City-owned recreational facilities for such purposes.

NOW THEREFORE, in consideration of the foregoing recitals and the mutual promises and consideration herein, the Parties agree as follows:

- (1) **FACILITIES.** The City grants the Kangaroo Sport the non-exclusive right to use Browns Mill Center located at 5101 Browns Mill Road, Stonecrest, GA 30038 (“Facility”) for its athletic program. The use of the Facility shall include, but shall not be limited to, practices, games, meetings, clinics, fundraising, and demonstrations for the promotion of the sport, community interest and welfare, which may include opening day activities, tournaments and special events sponsored by Kangaroo Sport or a third party (“Permitted Uses”).
- (2) **RESPONSIBILITIES OF KANGAROO SPORT.** In exchange for the use of the Facilities and obligations of the City hereunder, Kangaroo Sport shall perform all services pursuant to this Agreement in accordance with generally accepted standards of professional practice and in accordance with the laws, statutes, ordinances, codes, rules, regulations and requirements of governmental agencies which regulate or have jurisdiction over the services to be provided and/or performed by the Provider. Kangaroo Sport agrees to:

- (i) Host club level basketball practices on Tuesdays and Thursdays from 6pm-9pm respectively for the duration of the Term, until the last Thursday of October 2021. All practices will be accessible to the general public for free per attendee;
- (ii) Should Kangaroo Sport desire to hold an exhibition game, tournament, or other similar event, excluding the practices described in roman numeral (i) above, Kangaroo Sport will need to notify and receive in writing express permission prior to holding any such event from the Director of Parks and Recreation. Any such event will be an additional cost as determined by the Director of Parks and Recreation.
- (iii) Submit a schedule of practices before this Agreement is fully executed and approved by both Kangaroo Sport and the City of Stonecrest;
- (iv) Kangaroo Sport shall receive no training or instruction from City or any of its agents or personnel with respect to the means by which Kangaroo Sport shall perform the Services hereunder;
- (v) Kangaroo Sport shall be responsible, at Kangaroo Sport's own cost and expense, for any materials, licenses, permits, equipment and transportation necessary to provide the services contemplated by this Agreement;
- (vi) Kangaroo Sport shall maintain, throughout the Term of this Agreement, all licenses and/or certifications required by any governmental agencies responsible for regulating and licensing the services provided and performed by Kangaroo Sport;
- (vii) Conduct all activities without loud or inappropriate music;
- (viii) Remove and store all equipment in the appropriate areas after usage during practices and games;
- (ix) Notify the City of Stonecrest Parks and Recreation Department in advance if Kangaroo Sport will not be using the facility during their allotted time;
- (x) Provide for insurance in accordance with Section 12 of this Agreement;
- (xi) Maintain the Facility during the time of this Agreement in as good a condition as said premises existed at the time of the beginning of this Agreement; and
- (xii) Not use the facility for any other purpose or any other reasonably objectionable or unlawful act. Kangaroo Sport shall comply with the City's policies, standards and regulations, including all applicable local, state, and federal laws.

(3) RESPONSIBILITIES OF THE CITY. The City agrees to:

- (i) The City shall be responsible for providing general and customary maintenance of the Facility;
 - (ii) Clean up restrooms between usage of the Facility by Kangaroo Sport;
 - (iii) Provide operational scoreboards, lights, parking, sewage systems, plumbing, watering systems;
 - (iv) Grant Kangaroo Sport access to the light boxes at the Facility; and
 - (v) Provide recreational staff support during usage days.
- (4) **FEES/PAYMENT.** Kangaroo Sport shall pay \$240.00 per day fee for every practice scheduled by Kangaroo Sport at the Facility. Kangaroo Sport is entitled to collect fees and payment from participants for registration, uniforms, competitions, meets, tournaments, travel, lodging, and other expenses generally associated with athletic programs. The City will submit an invoice to Kangaroo Sport beginning on the first day of the month following the execution of this Agreement, and for every following month thereafter. Kangaroo Sport agrees to pay in full each invoice received within fifteen (15) days from the date of the invoice.
- (5) **TERM.** This Agreement shall begin on the effective date of this Agreement and terminate on November 1, 2021, unless terminated earlier in accordance with the provisions hereof. Any subsequent terms, locations, dates, fees, and any modifications to the services to be performed under this Agreement will be determined by written agreement of the Parties.
- (6) **TERMINATION.**
- (i) *Immediate Termination.* The City may terminate this Agreement for any one or more of the following reasons effective immediately without advance notice:
 - (a) The City determines that the actions, or failure to act, of Kangaroo Sport, its agents, employees, or subcontractors have caused, or reasonably could cause, life, health or safety to be jeopardized;
 - (b) Kangaroo Sport furnished any statement, representation, or certification in connection with this Agreement which is materially false, deceptive, incorrect, or incomplete;
 - (c) Kangaroo Sport fails to perform any material requirement of this Agreement, or is in violation of a material provision of this Agreement, including, without limitation, the express warranties made by Kangaroo Sport;
 - (d) Kangaroo Sport has failed to comply with any applicable federal, state or local law, rule, ordinance, or regulation when performing services under this Agreement;

- (e) Kangaroo Sport has engaged in conduct that has or may expose the City to liability, as determined in the City's sole discretion;
 - (f) Kangaroo Sport has infringed any patent, trademark, copyright, or any other intellectual property rights of the State, the City of Stonecrest, or any third party;
 - (g) In the event an immediate threat to the public health, safety, or welfare exists; or
 - (h) Lack of registration and/or insufficient enrollment.
- (ii) *Termination for Convenience.* Either Party may terminate this Contract for convenience at any time upon fifteen (15) days prior written notice to the other Party. In the event of a termination for convenience under this paragraph, Kangaroo Sport shall take immediate steps to terminate work as quickly and effectively as possible and shall terminate all commitments to third-parties unless otherwise instructed by the City.
- (7) **INDEPENDENT CONTRACTOR.** The Parties agree that no provision of this Agreement is intended to be, nor should they be construed in any way to create or establish any association, partnership, joint venture, or relationship of principal and agent or master and servant or employer and employee between the Parties hereto or any affiliates, subcontractors, or subsidiaries thereof, or to provide either party with the right, power or authority, whether express or implied, to create any such duty or obligation on behalf of the other party. Kangaroo Sport is an independent contractor and, as such, is solely responsible for all taxes incurred by Kangaroo Sport and shall make all deductions required of employers by state, federal and local laws.
- (8) **NO LANDLORD-TENANT RELATIONSHIP IS CREATED.** Kangaroo Sport is not a "tenant" within the meaning of Title 44 of the Official Code of Georgia Annotated. As such, no landlord-tenant relationship is established, and Kangaroo Sport does not acquire the rights and protections afforded under that title or landlord-tenant jurisprudence, as developed by the Georgia appellate courts.
- (9) **NO PROPERTY OR LEASEHOLD INTEREST IS CREATED.** Execution of this Facility Usage Agreement does not and there is no intention on behalf of the City to grant Kangaroo Sport any leasehold interest and/or an estate for years. Kangaroo Sport does not acquire any leasehold interest in the Facility or any other City property. Kangaroo Sport is only authorized use the Facility as described herein.
- (10) **COMPLIANCE WITH LAWS.** Kangaroo Sport agrees to comply with all applicable federal, state, county, and local laws, ordinances, regulations and codes, including but not limited to the procurement of permits, licenses, and certificates where required and payment of applicable taxes. Kangaroo Sport further agrees to hold harmless and indemnify the City and its subsidiaries and affiliates against any loss or damage (including reasonable

attorney's fees) that may be sustained by reason of the failure of Kangaroo Sport to comply with such laws, ordinances, regulations and codes.

- (11) **COMPLIANCE WITH STONECREST PROCEDURES/POLICIES.** Kangaroo Sport agrees to comply with, and to ensure that Kangaroo Sport's employees, subcontractors, and agents comply with the City of Stonecrest Drug Abuse Policy, which prohibits the selling, distributing, manufacturing, processing, using or being under the influence of illegal drugs or illicit narcotics, as defined by the state, on City-owned or City-managed premises. In the event that Kangaroo Sport or any of Kangaroo Sport's employees, sub-contractors, or agents violates the aforementioned policy, said person will be barred from participating in any activities on the Facilities and this Agreement may be terminated by the City.
- (12) **INDEMNIFICATION.** Kangaroo Sport shall at all times exonerate, indemnify, defend and save harmless City from and against all claims or actions, and all expenses incidental to the defense of any such claims, litigation, and actions (including attorneys' fees), based upon or arising out of damage or injury (including death) to persons or property (i) caused by Kangaroo Sport or any party engaged in or observing any Kangaroo Sport activity, or (ii) sustained on the Facilities in connection with the performance of this Agreement, or (iii) resulting in whole or in part from a negligent act or omission of Kangaroo Sport or anyone directly or indirectly employed by or under the supervision of any of them or in any way arising out of the use and occupancy of the Facilities, and Kangaroo Sport shall assume and pay for, without cost to City, the defense of any and all claims, litigation and actions.
- (13) **LIMITATION OF LIABILITIES.** THE CITY SHALL HAVE NO LIABILITY FOR ANY CLAIM RELATING TO THIS AGREEMENT. IN NO EVENT SHALL THE CITY OF STONECREST BE LIABLE FOR INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES.
- (14) **INSURANCE.** Kangaroo Sport shall maintain in force during the term of this Agreement, or any extension or renewal thereof, comprehensive general public liability insurance in the minimum amount of one million dollars (\$1,000,000.00) per occurrence and in the aggregate. The City shall be named as an additional insured under Kangaroo Sport's policy of insurance, and such policy of insurance shall contain an endorsement stating that it is primary/non-contributory coverage to any other policy of insurance. Upon Kangaroo Sport's execution of this Agreement, it shall furnish to the City a copy of its comprehensive general public liability insurance policy evidencing such insurance coverage through an insurance company or companies doing business in Georgia that complies with this Section. Additionally, Kangaroo Sport shall secure and maintain Automobile liability Insurance and provide the City with proof of insurance but shall not be required to extend coverage to the City for Automobile Liability Insurance only.
- (15) **BACKGROUND CHECKS.** Kangaroo Sport represents and warrants that it shall exclude any board member, officer, and coach, whether paid or volunteer from participating in activities on the Facilities at any time during the term of this Agreement, whose background check reveals that the person has exhibited behavior that (i) negatively impacts the health,

safety and welfare of children, or is violent or harmful to children or adults; (ii) demonstrates the person is not fit or would not meet industries standards in performing the duties to which they are assigned under this Contract; (iii) demonstrates a disregard for the law; or (iv) poses a security risk.

- (i) Kangaroo Sport shall further exclude any board member, officer, and coach from participating in activities on the Facility if said person refuses to submit to the required background check.
- (ii) Kangaroo Sport shall maintain full responsibility for the actions of its board members, officers, and coaches, and shall enforce and implement background check requirements that conform to state, federal, and local laws.
- (iii) Kangaroo Sport agrees to defend, indemnify, and hold harmless the City of Stonecrest, its officers, officials, representatives, agents, and employees from and against any claim, liability, loss, cost or expense (including reasonable attorneys' fees) arising out of or resulting from its failure to implement and enforce all appropriate background check requirements.

(16) BEHAVIOR, EXPECTATIONS, AND CONDUCT.

- (a) Kangaroo Sport will act as a good caretaker and custodian of all property owned or managed by the City of Stonecrest by avoiding any activity that may damage the Facilities.
- (b) In accordance with Georgia's Mandated Reporting Statute, O.C.G.A. § 19-7-5, if Kangaroo Sport, or any of its employees, sub-contractors, or agents, has reasonable cause to believe that suspected child abuse has occurred, Kangaroo Sport shall immediately report the abuse to the Parks and Recreation Director or his/her designee.
- (c) Kangaroo Sport is responsible for the supervision, direction, and control of any and all coaches associated with the baseball program, including, but not limited to, handling complaints pertaining to coaches and disciplining coaches.
- (d) Kangaroo Sport must immediately notify City staff of any accident, incident, or maintenance concern that occurs or is observed during a program.

(17) PARKS AND RECREATION DIRECTOR. The Parks and Recreation Director or his/her designee is responsible for monitoring Kangaroo Sport's basketball program, scheduling, and usage of the Facility, and shall act as the agent for the purpose of any notices required or given under this Agreement.

Parks and Recreation Director: Brandon Riley
Address: City of Stonecrest
3120 Stonecrest Blvd.

Stonecrest, GA 30038

Email: briley@stonecrestga.gov
Phone: 470-521-0738

- (18) **NONDISCRIMINATION.** Kangaroo Sport agrees to comply with, and to cause its employees, subcontractors, and agents to comply with, the provisions of all applicable federal, state, and local laws, regulations and executive orders relating to equal opportunity and nondiscrimination in employment, and the use of minority business enterprises, to the extent that any such laws, orders and regulations are applicable in the performance of their work hereunder. For the purpose of this Agreement, the provisions of such laws, orders and regulations shall be deemed an integral part of this Agreement to the same extent as if they were written at length herein.
- (19) **NONSUBORDINATION.** Each Party agrees that in performance of its obligations under this Agreement, it will not make or offer to make any payments to, or confer or offer to confer any benefit upon, any employee, agent or fiduciary of any third party, with the intent to influence the conduct of such employee, agent or fiduciary in relation to the business of such third party, in connection with this Agreement.
- (20) **GENERAL PROVISIONS.**
- (i) *Section and Paragraph Headings.* Section and paragraph headings are for convenience only and shall not be a part of the Terms and Conditions of this Agreement.
 - (ii) *Waiver.* Failure by either party at any time to enforce any obligation by the other party, to claim a breach of any term of this Agreement, or to exercise any power agreed to hereunder will not be construed as a waiver of any right, power, or obligation under this Agreement, will not affect any subsequent breach, and will not prejudice either party in regards to any subsequent action.
 - (iii) *Severability.* If any term or provision of this Agreement should be declared invalid by a court of competent jurisdiction, the remaining terms and provisions of this Agreement shall remain unimpaired and in full force and effect.
 - (iv) *Subcontractors.* In the event subcontractors, agents, or employees are used, City reserves the right of approval of all such subcontractors, agents, or employees. Kangaroo Sport shall be fully responsible for its subcontractors, agents, and employees. Nothing in this Agreement shall be construed to create any contractual relationship between the City and any subcontractor, agent, or employee of Kangaroo Sport, nor any obligation on the part of the City to pay or to see to the payment of any money due any subcontractor, agent, or employee of Kangaroo Sport as may otherwise be required by law.
 - (v) *Assignment.* Neither party may assign any rights or obligations under this Agreement without the prior written consent of the other party. Kangaroo Sport warrants that it has not employed or retained any company or person, other than a

bona fide employee working solely for it, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona fide employee working solely for it, any fee, commission, percentage, gift or other compensation contingent upon or resulting from the award or making of this Agreement.

- (vi) *Modification.* No modification, waiver or amendment of any term or condition of this Agreement shall be effective unless and until it shall be reduced to writing and signed by both of the parties hereto or their legal representatives and specifically reference this Agreement.
- (vii) *Notices.* All notices hereunder shall be in writing and shall be sent via U.S. Postal Service, first class mail, to the other party's address as listed at the beginning of this Agreement. Either party may change its address by prior written notice to the other party.
- (viii) *Imagery and Logos.* Kangaroo Sport covenants and agrees that it shall not use photographs taken while providing the services described in this Agreement nor shall it use City logos, including outdated, existing and future logos, for any purpose or reason at any time in the future without written permission by the City.
- (ix) *Transport.* Kangaroo Sport shall at no time transport participants in any vehicle for any purpose related to the provision of services hereunder.
- (x) *Maintenance of Records.* Kangaroo Sport shall maintain adequate records and supporting documentation applicable to all services, work, information, expense, costs, invoices and materials provided and performed pursuant to this Agreement. Said records and documentation will be retained by the Provider for a minimum of two (2) years from the date of termination of this Agreement, or for such period as required by law. The CITY and its authorized agents shall, with reasonable prior notice, have the right to audit, inspect and copy all such records and documentation as often as the CITY deems necessary during this Agreement the next succeeding two (2) years.
- (xi) *Governing Law.* This Agreement shall be governed by and construed and enforced as if the Agreement were made for performance entirely within the State of Georgia. Both Parties consent to jurisdiction and venue in the state and federal courts in Dekalb County, Georgia.
- (xii) *Interpretation.* The Parties stipulate that for good business reasons, each Party has determined to negotiate, and each party has had significant voice in the preparation of this Agreement. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing it shall not construe the Agreement more strictly against either Party because it drafted a particular provision, or the provision was for the Party's benefit, or the Party enjoyed a superior bargaining position.
- (xiii) *Georgia Open Records Act.* Without regard to any designation made by the person or entity entering this Agreement, the City considers all information submitted in relation to this Agreement to be a public record that will be

disclosed upon request pursuant to the Georgia Open Records Act, O.C.G.A. § 50-18-70 *et. seq.*, as may be amended in the future, unless a court order is obtained to the contrary.

- (21) **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter contained herein. All prior agreements, representations, statements, negotiations and undertakings between the parties regarding the subject matter of this Agreement shall not be of any force or effect. Neither party has relied upon any representation, promise, or inducement not contained herein.
- (22) **NO THIRD-PARTY BENEFICIARIES.** Nothing contained in this Agreement is intended to create, nor shall it create, any contractual relationship, cause of action, or claim for relief with, in favor of, or for any third party, including any agent, sub-consultant or subcontractor of Kangaroo Sport. Absolutely no third-party beneficiaries are intended by this Agreement. Any third party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.
- (23) **MISCELLANEOUS.** Kangaroo Sport hereby agrees to require all of its employees, coaches, agents, and participants to grant their consent/permission for the City to take photographs of such individuals or photographs in which such individuals may be involved with others without compensation to them. These photographs may be used by the City for promotional and informational purposes in print, on the City website, and in other media.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement the day and year above first written.

{SIGNATURE PAGE TO FOLLOW}

KANGAROO SPORT:

CITY OF STONECREST:

By: _____

By: _____
Jason Lary, Sr., Mayor

Name (Typed or Printed)

Title

Approved as to Form:

Winston Denmark, City Attorney

Attest:

Pat Wheeler, City Clerk

EXHIBIT A

COVID Protocols

- All players and spectators must wear masks upon entering and leaving the Facility. While visiting the restroom areas, as well as concession stands, everyone must wear masks.
- Fans, while watching games or practices, must wear masks and should adhere to the 6-foot social distancing recommendation as provided by the CDC.
- On the basketball court, wearing a mask is optional to the players but should strongly be considered.
- All players and spectators must have their own masks available to them at all times.
- Players should adhere to the 6-foot social distancing recommendation as provided by the CDC when on the sidelines. Players sitting on benches or chairs should space out to maintain the distance.
- All players should be educated on social distancing guidelines and coaches are responsible to ensure compliance.
- No post game handshakes.
- Each participant must sign a waiver.
- Players that are not on the court are encouraged to wear a mask if in close proximity to teammates.



CITY COUNCIL AGENDA ITEM

SUBJECT: Execution of Checks and Financial Instruments

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date Submitted: 05/20/2021 Work Session: Council Meeting: 05/24/2021

SUBMITTED BY:

PURPOSE:

OPTIONS:

RECOMMENDED ACTION:

ATTACHMENTS:

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF STONECREST, GEORGIA, BY ADDING CHAPTER 2 (ADMINISTRATION), ARTICLE VI (FINANCE), SECTION 2.180 (EXECUTION OF CHECKS OR FINANCIAL INSTRUMENTS); TO PROVIDE FOR CODIFICATION; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WHEREAS, the governing authority of the City of Stonecrest, Georgia (the “City”) is the Mayor and Council thereof; and

WHEREAS, the governing authority of the City is authorized by O.C.G.A. § 36-35-3 to adopt ordinances relating to its property, affairs, and local government; and

WHEREAS, the Mayor and City Council are authorized by the City Charter, as amended by Senate Bill 21, adopted April 1, 2021, to adopt ordinances for the administration of the City, to create departments of the City and its bodies, and to provide for the financial administration of the City; and

WHEREAS, the Mayor and City Council are charged with the protection of the public health, safety, and welfare of the citizens of the City of Stonecrest; and

WHEREAS, the City Council has determined that adding this section regarding financial security for checks and financial instruments will serve the health, safety, and welfare of the citizens of the City; and

WHEREAS, this Ordinance shall be adopted to amend part of the City code;

THEREFORE, the Mayor and Council of the City of Stonecrest, Georgia hereby ordains as follows:

Section 1. The Code of Ordinances of the City of Stonecrest, Georgia, is hereby amended by adding Chapter 2 (Administration), Article VI (Finance), Section 2.180 (Execution of Checks or Financial Instruments) as set forth in Exhibit A attached hereto and made a part by reference.

Section 2. (a) It is hereby declared to be the intention of the Mayor and City Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are and were, upon their enactment, believed by the Mayor and City Council to be fully valid, enforceable and constitutional. (b) It is hereby declared to be the intention of the Mayor and City Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and City Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this

**STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST**

ORDINANCE NO. _____

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

Section 3. All ordinances or resolutions and parts of ordinances or resolutions in conflict herewith are hereby expressly repealed.

Section 4. The effective date of this Ordinance shall be the date of its adoption by Mayor and Council unless otherwise stated herein.

Section 5. This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City of Stonecrest.

Section 6. It is the intention of the governing body, and it is hereby ordained that the provisions of this Ordinance shall become and be made part of the Code of Ordinances, City of Stonecrest, Georgia, and the sections of this Ordinance may be renumbered to accomplish such intention.

SO ORDAINED, this the ____ day of _____, 2021.

{SIGNATURE PAGE TO FOLLOW}

**STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST**

ORDINANCE NO. _____

CITY OF STONECREST, GEORGIA

George Turner, Mayor Pro Tempore

Approved as to Form:

Winston Denmark, City Attorney

Attest:

Patricia Wheeler, City Clerk

**STATE OF GEORGIA
COUNTY OF DEKALB
CITY OF STONECREST**

ORDINANCE NO. _____

**EXHIBIT A
(SEE ATTACHED)**

Sec 2.180. - Execution of Checks or Financial Instruments

All orders, checks, instruments, and warrants for payment of money may be signed by the mayor, mayor pro tempore, city manager, or finance director, provided that the amount thereof does not exceed \$5,000, and provided further that such signature is otherwise authorized by law. However, to safeguard public funds and ensure the integrity of financial transactions, all orders, checks, instruments, and warrants for payment of money in the amount of \$5,000 or greater shall require the signature of two duly authorized signers.