CALL TO ORDER

DETERMINATION OF A QUORUM

INVOCATION AND PLEDGE

CITIZEN COMMENTS

READING AND APPROVAL OF THE JOURNAL

READING OF COMMUNICATIONS

ADOPTION OF THE AGENDA OF THE DAY

UNFINISHED BUSINESS

NEW BUSINESS

A. Bid Award and Contract Approval – Rockborough Drive, Cherrywood Drive, Rockborough Court Drainage Projects – Construction 57, Inc. - $126,780.00
B. Employee Benefit Plan
C. Change Order No. 1 – Train Depot Renovation Project - $32,174.00
D. Amendment of the Personnel Classification Plan

NEW ORDINANCES AND RESOLUTIONS

A. Resolution 2018-24 – FY2018 Budget Amendment (Funding of Drainage Project)
B. Resolution 2018-23 – Employee Benefit Plan

REPORTS OF COMMITTEES

REMARKS OF PERSONAL PRIVILEGE

ANNOUNCEMENTS BY THE MAYOR

ADJOURNMENT

COMMENTS FROM THE PUBLIC
The public comments are reserved exclusively for comments from the public and not for immediate reply. The purpose of public comment is to allow the public to voice city related requests, concerns or opinions only during the public comment portion of the City Council meeting. I. The Mayor and City Council reserves the right to extend or limit the length of public comments based on: (1) the issue under discussion; (2) the number of items on the agenda; and (3) the extent to which the speaker remains constructive in their comments and questions. II. The public may not directly confront the public speaker but must direct all comments and questions to the Mayor and City Council. III. Public harassment of or confrontation with a public speaker will not be tolerated. Members of the public violating tenets two or three will be asked to sit down or leave the premises.
MEMORANDUM
City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

DATE: October 29, 2018
TO: Mayor and City Council
FROM: ChaQuias Thornton
RE: Bid Award – Rockborough Drive/S. Rockborough Court/Cherrywood Drive

The administration requests consideration of bid award for storm water pipe replacement at Rockborough Drive, S. Rockborough Court, and Cherry Wood Drive, to Construction 57 Incorporated in the base bid amount of $126,780.00. Bid opening was conducted October 9, 2018, with the following bids being received:

Construction 57 Incorporated $126,780.00
A&S Paving $152,395.00
Anderson Grading & Pipeline $197,370.00
Dickerson Group $134,441.26
Site Engineering $209,400.00

Construction 57 Incorporated was the low, responsive bidder.

Attached, please find correspondence from Clark, Patterson, Lee (City’s Storm Water Engineer) recommending contract award to Construction 57 based on review and verification of the submitted bid forms and reference checks.

Currently, there is $84,473 recorded in the Repair & Maintenance line item within the City’s Storm Water Fund 08. Therefore, an additional amount of $42,307 will need to be allocated to the fund for completion of the project. The Administration is recommending a transfer from General Fund Reserve (GF) in the amount of $42,307. This amount will also be reduce, by the same amount, the GF liability to the Storm Water Fund. Before this transfer, GF allocation to the Storm Water Fund for the current fiscal year is $85,242. The approval of an additional transfer of $42,307 will result in the following:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>BUDGET ALLOCATION</th>
<th>AMENDMENT</th>
<th>TOTAL ANNUAL ALLOCATION</th>
<th>DUE TO STORM WATER FUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount due YE 2016</td>
<td>$114,015.00</td>
<td>$</td>
<td>$302,053.00</td>
<td>$</td>
</tr>
<tr>
<td>FY2017</td>
<td>$85,242.00</td>
<td>$42,307.00</td>
<td>$127,549.00</td>
<td>$60,489.00</td>
</tr>
</tbody>
</table>
From: Jeff Mueller [mailto:JMueller@CPLteam.com]
Sent: Thursday, October 25, 2018 2:54 PM
To: Jim Tavenner
Cc: Rich Edinger
Subject: CIP2018-002, FY 2018 Storm System Repairs

Jim,

We have reviewed the bid packages from the five respondents.

The bid forms have no arithmetic errors or inconsistencies.

All required accompanying forms have been submitted.

We have talked with references for the apparent low bidder, Construction 57:

1. Ricky Scarboro, Forsyth County Public Works. He was very satisfied with their performance on the sidewalk, curb replacement and catch basin top repairs
2. Adam Shelton, Keck & Wood on behalf of Berkeley Lake and Doraville. He was satisfied with their performance on sidewalk and curb and gutter installation projects, a 30" CMP replacement project.

Based on the completeness of the submittals and the solid references, we recommend that the contract be awarded to Construction 57, Inc., as the apparent low bidder.

Thanks, and let me know if you have any questions.
AGREEMENT FOR

CITY OF STONE MOUNTAIN - FY 2018 STORM SYSTEM REPAIRS PROJECT
BID NUMBER: CIP 2018-002

THIS AGREEMENT, made and executed in Stone Mountain, Georgia, this ____th day of
_______________, 2018, by and between the City of Stone Mountain situated in the State of Georgia,
hereinafter called the "City" and

an individually owned company with principal offices at ____________________________,
_______________________________, Georgia, ______, hereinafter called the "Contractor".

WITNESSETH: That the said Contractor has agreed and by these presents does agree with the City for the prices stipulated in the Bid Form herein contained or hereunto annexed and under the penalty expressed in a bond bearing even date with these presents, and herein contained or hereunto annexed to furnish at his own cost and expense all materials, supplies, machinery, equipment, tools, apparatus, and other means of construction, maintenance and repair, and all management, supervision and labor, and perform all the work necessary to construct, maintain, repair, and complete the work within the scope of this Contract as outlined in the "Invitation to Bid", "Instructions to Bidders", "General Conditions", "Project Plans" and "Specifications" herein contained, including material furnished by the City (if any), all of which documents are expressly incorporated herein by reference and made a part of this agreement, commencing the Work within seven (7) calendar days from the date of "Notice to Proceed" from the City, and commencing emergency work within four (4) hours after notification by the City, in the manner specified and in conformity with the requirements set forth in the Project Plans and Specifications herein contained.

The Contractor shall proceed with the said work in a prompt and diligent manner at such times and in such order as the City may direct. Further, he shall complete the work to the satisfaction of the City within 90 calendar days, and in default of completion within the time fixed, this Contract will be subject to termination as stipulated in the Bid Document Package.

The City shall not be liable to the Contractor for any neglect, default, delay or interference of or by any other contractor, nor shall any such neglect, default, delay, or interference of any other contract, or alteration which may be required in the work, release the Contractor from the obligation to finish the work within the time allowed.

It is further mutually agreed by the parties hereto that the work will be performed in accordance with Project Plans and Specifications together with any supplementary instructions as prepared or approved by the City and other contract documents, except in the case of emergency the work will be undertaken by the Contractor immediately upon notification by the City and will be performed in accordance with the contract documents and orders of the City.
AGREEMENT
Page 2

It is hereby mutually agreed that the City of Stone Mountain is to pay and the Contractor is to receive the prices bid in the Bid Form herein as full compensation for furnishing all materials, supplies, machinery, equipment, tools, apparatus and other means of construction, maintenance and repairs, and all management, supervision, and labor, and perform all construction maintenance, and repair necessary to complete the work under the conditions herein specified, and for fully complying with the terms and conditions of this Contract; provided that any increased cost to the Contractor due to any subsequent levy of Federal or State taxes against any item entering into the work of this Contract exclusive of profits may be reimbursed to the Contractor by the City as provided hereunder.

Subject to the applicable provisions of law, this Contract shall be in full force and effect as a Contract, from the date on which a fully executed and approved counterpart hereof is delivered to the Contractor and shall remain and continue in full force and effect until after the expiration of the guarantee period and the Contractor and his Sureties are finally released by the City.

The Contractor shall remain responsible for performing, in accordance with the terms of the contract, all work assigned prior to the expiration of the allowable calendar days for completion period even if the work is not completed until after the expiration of the allowable calendar day for completion term.

The Bidder agrees to complete the Contract awarded within the "allowable calendar days for completion" from the date of the "Notice to Proceed" and he further agrees that the owner may retain from the monies which may become due the amount of five hundred dollars per day for each and every day that the completion of the work may be delayed.

(SIGNATURES NEXT PAGE)
IN WITNESS WHEREOF: The parties have executed this agreement the day and year above mentioned.
Signed, sealed, and dated this _______ day of __________ A.D., 20 ____.

ATTEST: __________________________________________________________________________

CITY OF STONE MOUNTAIN,
GEORGIA

By: __________________________________________________________________________

(Witness) __________________________________________________________________________

(Contractor)

(SEAL)

ATTEST: __________________________________________________________________________

By: __________________________________________________________________________

(Secretary) __________________________________________________________________________

(Title)

(Witness) __________________________________________________________________________

(Address)

APPROVED AS TO FORM:

________________________________________
(City Attorney)

NOTE: City Clerk should attest. If Contractor is a corporation, Secretary of Corporation should attest.

PERFORMANCE AND PAYMENT BONDS:
The City of Stone Mountain requires a performance bond and a payment bond, each having a bond value of one hundred percent (100%) of the total amount bid. The attached performance bond and payment bond must be used for this requirement.
PERFORMANCE BOND

CITY OF STONE MOUNTAIN- FY 2018 STORM SYSTEM REPAIRS PROJECT
BID NUMBER: CIP 2018-002

KNOW ALL MEN BY THESE PRESENTS, That

(Name of Contractor)

(Address of Contractor)

a (Corporation, Partnership or Individual)
hereinafter called Principal, and

(Name of Surety)

(Address of Surety)

a Corporation of the State of ___________ and a surety authorized by law to do business in
the State of Georgia, hereinafter called Surety, are held and firmly bound unto

City of Stone Mountain
875 Main Street
Stone Mountain, Georgia 30083
(Name of Obligee)
(Address of Obligee)

hereinafter referred to as Obligee, are held and firmly bound unto said Obligee and all persons
doing work or furnishing skill, tools, machinery, supplies, or material under or for the purpose of
the Contract hereinafter referred to, in the penal sum for the base bid of

in lawful money of the United States, for the payment of which sum well and truly to be made,
we bind ourselves, our heirs, executors, administrators and successors, jointly and severally,
firmly by these presents.

The condition of this obligation is such, as whereas the Principal entered into a certain contract,
hereto attached with the Obligee, dated ______________________, 20___ for ________
NOW, THEREFORE THE CONDITION OF THIS OBLIGATIION IS SUCH, that if the Principal shall well, truly, fully and faithfully perform said contract according to its terms, covenants, conditions, and agreements of said contract during the original term of said contract and any extensions thereof that may be granted by the Obligee, with or without notice to the Surety, and during the life of any guaranty required under the contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreement of any and all duly authorized modifications of said contract that may hereafter be made, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED FURTHER, that said Surety to this Bond, for value received, hereby stipulates and agrees that no change, extension of time, alterations or additions to the terms of the Contract or to the Work to be performed thereunder shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alterations, or additions to the terms of the Contract or to the work to be performed thereunder.

PROVIDED, FURTHER, that Principal and Surety agree and represent that this bond is executed pursuant to and in accordance with the applicable provisions of the Official Code of Georgia Annotated, as Amended, including, but not limited to, O.C.G.A. 13-10-1, et. seq. and 36-86-10 L et.seq., and is intended to be and shall be construed as a bond in compliance with the requirements thereof.

(SIGNATURES NEXT PAGE)
CITY OF STONE MOUNTAIN
FY 2018 STORM SYSTEM REPAIRS PROJECT
CPL 14633.00
FORM OF AGREEMENT
SECTION 00 500-6

Signed, sealed, and dated this __________ day of __________, A.D., 20___

ATTEST:

(Principal Secretary) (Principal)

By: ____________________________
(SEAL)

(Address)

(Witness as to Principal)

(Address)

(Surety)

ATTEST:

(Attorney in Fact)

And Resident Agent

By: ____________________________
(Attorney-in-Fact)

(SEAL)

(Address)

(Witness as to Surety)

(Address)

NOTE: Date of Bond must not be prior to Date of Contract. If Contractor is Partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department’s most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.
PAYMENT BOND

CITY OF STONE MOUNTAIN- FY 2018 STORM SYSTEM REPAIRS PROJECT
BID NUMBER: CIP 2018-002

KNOW ALL MEN BY THESE PRESENTS, That

(Name of Contractor)

(Address of Contractor)

a (Corporation, Partnership or Individual)

hereinafter called Principal, and

(Name of Surety)

(Address of Surety)

a Corporation of the State of _____________ and a surety authorized by law to do business in the State of Georgia, hereinafter called Surety, are held and firmly bound unto

City of Stone Mountain
(Name of Obligee)

875 Main Street, Stone Mountain, Georgia 30083
(Address of Obligee)

hereinafter referred to as Obligee, for the use and protection of all subcontractors and all persons supplying labor, services, skill, tools, machinery, materials and/or equipment in the prosecution of the work provided for in the contract hereinafter referred to in the penal sum for the base bid of ____________________________

in lawful money of the United States, for the payment of which sum, well and truly to be made, the Principal and Surety bind themselves, their, and each of their heirs, executors, administrators and successors, jointly and severally firmly by these presents.

The condition of this obligation is such, as whereas the Principal entered into a certain contract, hereto attached with the Obligee, dated ____________________________, 20__ for ____________
PAYMENT BOND

Page 2

NOW, THEREFORE THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall well, truly, and faithfully perform said contract according to its terms, covenants and conditions, and shall promptly pay all persons furnishing labor, materials services, skill, tools, machinery and/or equipment for use in the performance of said Contract, then this obligation shall be void; otherwise it shall remain in full force and effect.

All persons who have furnished labor, materials, services, skill, tools, machinery and/or equipment for use in the performance of said Contract shall have a direct right of action on this Bond provided payment has not been made in full within ninety (90) days after the last day on which labor was performed, materials, services, skill, tools, machinery, and equipment furnished or the subcontract completed.

PROVIDED FURTHER, that said Surety to this Bond, for value received, hereby stipulates and agrees that no change, extension of time, alterations, or additions to the terms of the Contract or to the Work to be performed thereunder shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alterations, or additions to the terms of the Contract or to the work to be performed thereunder.

PROVIDED, HOWEVER, that no suit or action shall be commenced hereunder by any person furnishing labor, materials, services, skill, tools, machinery, and/or equipment having a direct contractual relationship with a subcontractor, but no contractual relationship express or implied with the Principal:

Unless such person shall have given notice to the Principal within ninety (90) days after such person did, or performed the last of the work or labor, or furnished the last of the materials, services, skill, tools, machinery and/or equipment for which claim is made stating with substantial accuracy the amount claimed and the name of the party to whom the materials, services, skill, tools, machinery and/or equipment were furnished, or for whom the work or labor was done or performed. Such a notice shall be served by mailing the same by registered mail, postage prepaid, in an envelope addressed to the Principal, at any place where an office is regularly maintained for the transaction of business, or served in any manner in which legal process may be served in the State in which the aforesaid project is located, save that such service need not be made by a public officer, and a copy of such notice shall be delivered to the Obligee, to the person and at the address provided for in the Contract, within five (5) days of the mailing of the notice to the Principal.
PAYMENT BOND
Page 3

PROVIDED, FURTHER, that any suit under this bond must be instituted before the expiration of one (1) year after the acceptance of the public works covered by the Contract by the proper authorities.

PROVIDED, FURTHER, that Principal and Surety agree and represent that this bond is executed pursuant to and in accordance with the applicable provisions of the Official Code of Georgia Annotated, as Amended, including, but not limited to, O.C.G.A. 13-10-1, et. seq., and 36-86-101, et. seq., and is intended to be and shall be construed as a bond in compliance with the requirements thereof.

(SIGNATURES NEXT PAGE)
PAYMENT BOND
BID NUMBER: CIP 2018-002
Page 4

Signed, sealed, and dated this ___________ day of _______________ A. D., 20__

ATTEST:

(Principal Secretary)  (Principal)

(SEAL)

By: __________________________

(Address)

(Witness as to Principal)

(Address)

(Surety)

By: __________________________

(Attorney in Fact) And Resident Agent

(SEAL)

(Address)

(Witness as to Surety)

(Address)

NOTE: Date of Bond must not be prior to date of Contract. If Contractor is Partnership, all partners should execute Bond.

IMPORTANT: Surety companies executing Bonds must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State where the project is located.
ACKNOWLEDGEMENT OF CONTRACTOR, IF A CORPORATION

STATE OF )
    ) SS
COUNTY OF )

On this __________ day of __________________, 20___ before me personally came and appeared __________________________________________ to me known, who, being by me duly sworn, did depose and say that he resides at

__________________________________________

that he is the __________________ of the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that one of the seals affixed to said instrument is such seal; that it was so affixed by order of the directors of said corporation, and that he signed his name thereto by like order.

(Notary Public)

(SEAL)

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ACKNOWLEDGEMENT OF CONTRACTOR, IF A PARTNERSHIP

STATE OF 

COUNTY OF 

On this __________ day of __________________, 20____ before me personally came and appeared ____________________________ to me known, and known to me to be one of the members of the firm of ____________________________, described in and who executed the foregoing instrument, and he acknowledged to me that he executed the same as and for the act and deed of said firm.

(Notary Public)

(SEAL)

ACKNOWLEDGEMENT OF CONTRACTOR, IF AN INDIVIDUAL

STATE OF 

COUNTY OF 

On this __________ day of __________________, 20____ before me personally came and appeared ____________________________ to me known, and known to me to be the person described in and who executed the foregoing instrument and acknowledged to me that he executed the same as and for the act and deed of said person.

(Notary Public)

(SEAL)
ACKNOWLEDGEMENT OF PRINCIPAL, IF A FIRM OR PARTNERSHIP

STATE OF )
       ) SS
COUNTY OF )

On this __________ day of ________________, 20___ before me personally came and appeared ________________
to me known, and known to me to be one of the members of the firm of ________________
described in and who executed the foregoing instrument and he acknowledged to me that he executed the same as and for the act and deed of said firm.

(Notary Public)

(SEAL)

================================

ACKNOWLEDGEMENT OF PRINCIPAL, IF AN INDIVIDUAL

STATE OF )
       ) SS
COUNTY OF )

On this __________ day of ________________, 20___ before me personally came and appeared ________________
to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same.

(Notary Public)

(SEAL)

================================
ACKNOWLEDGEMENT BY SURETY COMPANY

STATE OF )
   ) SS
COUNTY OF )

On this __________ day of ______________, 20____ before me personally came and appeared ____________________________________________________________ the corporation described in and which executed the within instrument, who being by me duly sworn, did depose and say that he resides at ______________________ that he is the ______________________ of the said corporation; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

__________________________
(Notary Public)

(SEAL)
MEMORANDUM
City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

DATE: October 29, 2018
TO: Mayor and City Council
FROM: ChaQuias Thornton

The administration met with Landmark Insurance Associates on Tuesday, October 16th, 2018 to discuss the City’s options for benefits plans to be offered to eligible employees effective December 1, 2018. Plan options from several different carriers were reviewed. In addition, the administration received notice on Friday, October 26th, 2018 that quote expected to be received from Cigna would not be submitted.

The Administration presents the following information derived from the most comparable, available options:

### United Healthcare Split Co-pay - AUV4 - Base Plan

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All Eligible Employees

Average Participation

### United Healthcare Split Co-pay - AUVY

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<th>New Monthly</th>
<th>New Annual</th>
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<th>Difference in Annual</th>
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All Eligible Employees

Average Participation

### Humana NPOS 18 6 Gold - Simplicity

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<th>Current Annual</th>
<th>New Monthly</th>
<th>New Annual</th>
<th>Difference Monthly</th>
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All Eligible Employees

Average Participation

Tiered Premium Allocations

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<table>
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<th>596.14</th>
<th>7,153.70</th>
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<td>10%</td>
<td>66.24</td>
<td>794.86</td>
<td>23,448.25</td>
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</table>

The United Healthcare (UHC) base and buy-up options presented premiums most comparable to the expected increase in group health care expenses. The Administration, when presenting preliminary budget to the Governing Body, expected an average increase in premium of 10%. The United Healthcare Base Plan (Split Copay – AUV4) offers an estimated increase of 10.38%. However, in comparison to
coverage benefit options offered by the City’s current benefit plan, the UHC base plan offers higher copays, only 60% (or less) coinsurance, and higher prescription costs for employees. The UHC Alternative Buy-up Option offers benefits most comparable to coverage benefits offered by the City’s current benefit plan, but – if full premium is covered by the City – an increase in approximately 24% over current premium will be experienced.

The Humana – Simplicity OPT 6 Gold Plan is also a coverage option that is comparable to current benefits offered to employees, with only a slight increase in co-pays and an no increases in tier one or tier two prescriptions. Full payment of premium by the City will result in an increase of approximately 35% over the current year budget allocation. This option, however allows for a reduction in premium (minimum 7%) with employee participation in the associated wellness program. The wellness program option can work to create a better health scenario across the plan and can possibly generate reduction in not only current, but future plan premiums.

The United Healthcare Base Plan offers premium amounts in line with budget estimations for the upcoming year. However, the plan offers a significant reduction in those benefits that the administration deems most valuable to the employee (i.e. copays, coinsurance, and prescription costs).

In giving much thought to the plan options presented, I make the following recommendation:

If the City to choose not to cover the higher premium of the UHC AUvy or the Humana plan options:

1. The City offers the United Healthcare Split Copay – AUv4 plan as the base plan option, and the United Healthcare Split Copay – AUvY as the buy Up Plan Option for its eligible employees.
2. The City provides 100% premium payment for employees only for the base plan and reimbursement of use of plan related expenditures of up to $500 per employee. (Full plan participation – 33 employees – $16,500 maximum).

   Scenario: If an employee elects the base plan option, the full employee premium of $481.76 per month will be covered by the employer (City). The employee then has the ability to submit request for reimbursement of use of plan related expenditures (i.e. copays, prescription deductibles, etc.) in an amount up to $500.00.

   Scenario 2: If an employee elects the buy up plan option, the City would cover employee only premium payments in the amount of the base premium of $481.76 per month for the plan term, plus an additional $500.00 annually. (Full plan participation - $16,500)

This recommendation serves to provide the following:

1. The City does not commit to the full premium of the higher cost of the other plan options.
2. The City offers its employees reimbursement to potentially offset the cost of the higher copays, higher prescription costs, and other increased costs.
3. The City offers its employees plan options that serve to encourage healthcare visits and potentially, positively affect the health scenario of the employee population.

Thank you,

CMThornton

Memo: Employee Benefit Plan – Renewal Dec 1, 2018
coverage benefit options offered by the City’s current benefit plan, the UHC base plan offers higher copays, only 60% (or less) coinsurance, and higher prescription costs for employees. The UHC Alternative Buy-up Option offers benefits most comparable to coverage benefits offered by the City’s current benefit plan, but – if full premium is covered by the City – an increase in approximately 24% over current premium will be experienced.

The Humana – Simplicity OPT 6 Gold Plan is also a coverage option that is comparable to current benefits offered to employees, with only a slight increase in co-pays and no increase in tier one or tier two prescriptions. Full payment of premium by the City will result in an increase of approximately 35% over the current year budget allocation. This option, however, allows for a reduction in premium (minimum 7%) with employee participation in the associated wellness program. The wellness program option can work to create a better health scenario across the plan and can possibly generate reduction in not only current, but future plan premiums.

The United Healthcare Base Plan offers premium amounts in line with budget estimations for the upcoming year. However, the plan offers a significant reduction in those benefits that the administration deems most valuable to the employee (i.e. copays, coinsurance, and prescription costs).

In giving much thought to the plan options presented, I make the following recommendation:

If the City chooses not to cover the higher premium of the UHC AUYY or the Humana plan options:

1. The City offers the United Healthcare Split Copay – AUYY plan as the base plan option, and the United Healthcare Split Copay – AUYY as the Buy Up Plan Option for its eligible employees.
2. The City provides 100% premium payment for employees only for the base plan and reimbursement of use of plan related expenditures of up to $500 per employee. (Full plan participation – 33 employees – $16,500 maximum).

Scenario: If an employee elects the base plan option, the full employee premium of $481.76 per month will be covered by the employer (City). The employee then has the ability to submit request for reimbursement of use of plan related expenditures (i.e. copays, prescription deductibles, etc.) in an amount up to $500.00.

Scenario 2: If an employee elects the buy up plan option, the City would cover employee only premium payments in the amount of the base premium of $481.76 per month for the plan term, plus an additional $500.00 annually. (Full plan participation - $16,500)

This recommendation serves to provide the following:

1. The City does not commit to the full premium of the higher cost of the other plan options.
2. The City offers its employees reimbursement to potentially offset the cost of the higher copays, higher prescription costs, and other increased costs.
3. The City offers its employees plan options that serve to encourage healthcare visits and potentially positively affect the health scenario of the employee population.

Thank you,

CMThornton

Memo: Employee Benefit Plan – Renewal Dec 1, 2018
# City of Stone Mountain
United Healthcare Options for December 1, 2018

- Out of Pocket Shown Includes the Deductible

<table>
<thead>
<tr>
<th>IN-NETWORK</th>
<th>UHC Base Plan</th>
<th>UHC Alternative Buy Up Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Split Copay</td>
<td>AUV4</td>
</tr>
<tr>
<td>Annual Deductible</td>
<td>$3,000</td>
<td>$4,500</td>
</tr>
<tr>
<td>PCP Office Copay</td>
<td>$60 Copay</td>
<td>$30 Copay</td>
</tr>
<tr>
<td>Specialist Office Copay</td>
<td>$100 Copay</td>
<td>$60 Copay</td>
</tr>
<tr>
<td>Coinsurance</td>
<td>60%</td>
<td>100%</td>
</tr>
<tr>
<td>Out of Pocket (incl. Ded)</td>
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<td>$6,000</td>
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<tr>
<td>Emergency Room</td>
<td>Deductible &amp; 50% Coinsurance</td>
<td>$350 Copay Facility</td>
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<tr>
<td>Hospital</td>
<td>Deductible &amp; 60% Coinsurance</td>
<td>Deductible Applies</td>
</tr>
<tr>
<td>Out-Patient Facility</td>
<td>Deductible &amp; 60% Coinsurance</td>
<td>Deductible Applies</td>
</tr>
<tr>
<td>Prescription Drug</td>
<td>No Rx Deductible</td>
<td>No Rx Deductible</td>
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<tr>
<td>Tier 1</td>
<td>$25</td>
<td>$15</td>
</tr>
<tr>
<td>Tier 2</td>
<td>$150</td>
<td>$45</td>
</tr>
<tr>
<td>Tier 3</td>
<td>$250</td>
<td>$85</td>
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<tr>
<td>Tier 4</td>
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</tr>
<tr>
<td>90 Day Mail Order</td>
<td>2.5 x Copay</td>
<td>2.5 x Copay</td>
</tr>
<tr>
<td>Lifetime Maximum</td>
<td>Unlimited</td>
<td>Unlimited</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OUT OF NETWORK</th>
<th>UHC Base Plan</th>
<th>UHC Alternative Buy Up Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Split Copay</td>
<td>AUV4</td>
</tr>
<tr>
<td>Annual Deductible</td>
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<td>Coinsurance</td>
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<td>60%</td>
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<td>$15,000</td>
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<th>RATES</th>
<th>Current Aetna Base Plan</th>
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<th>Current Aetna Buy Up</th>
<th>UHC New</th>
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This outline is meant to be a brief high level summary only. Please refer to carrier SBC (summary of benefits and coverages) for detailed outline of coverage.

Landmark Insurance Associates - Prepared: October 25, 2018 - JC
# City of Stone Mountain
**Humana - December 1, 2018**

- Out of Pocket Shown Includes the Deductible

<table>
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<tr>
<th>IN-NETWORK</th>
<th>Humana Simplicity OPT 6 Gold</th>
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<td>$7,350 then 100%</td>
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<tr>
<td>Emergency Room</td>
<td>$500 ER Copay</td>
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<tr>
<td>Hospital</td>
<td>$2,000 Copay/Day - 3 Days Max</td>
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<tr>
<td>Out-Patient Facility</td>
<td>$2,000 Copay/Visit</td>
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<tr>
<td>Prescription Drug</td>
<td>No Drug Deductible</td>
</tr>
<tr>
<td>Tier 1</td>
<td>$10 Copay</td>
</tr>
<tr>
<td>Tier 2</td>
<td>$45 Copay</td>
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<tr>
<td>Tier 3</td>
<td>$90 Copay</td>
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<tr>
<td>Tier 4</td>
<td>25% Coinsurance</td>
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<td>90 Day Mail Order</td>
<td>2.5 x Copay</td>
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<tr>
<td>Lifetime Maximum</td>
<td>Unlimited</td>
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<table>
<thead>
<tr>
<th>OUT OF NETWORK</th>
<th>OUT OF NETWORK</th>
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</thead>
<tbody>
<tr>
<td>Annual Deductible</td>
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<td>Coinsurance</td>
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<tr>
<td>Out of Pocket (Incls Ded.)</td>
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<td>Lifetime Maximum</td>
<td>Unlimited</td>
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</table>

<table>
<thead>
<tr>
<th>RATES</th>
<th>OPTION</th>
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<td>Employee</td>
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<tr>
<td>Employee &amp; Spouse</td>
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<td>Employee &amp; Child(ren)</td>
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<td>Monthly</td>
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<tr>
<td>Annual</td>
<td>$221,367.48</td>
</tr>
</tbody>
</table>

This outline is meant to be a brief high level summary only. Please refer to carrier SBC (summary of benefits and coverages) for detailed outline of coverage.

Landmark Insurance Associates - Prepared: October 2018
Mayor and Council,

Please see the attached information regarding an additional scope of work necessary for completion of the current phase of the Historic Stone Mountain Depot project (SMD Macallan Proposal – Code Upgrades Existing Conditions - $32,174). I have inquired with DeKalb Community Development regarding an opportunity for additional funding for subsequent phases, towards project completion. However, the additional scope includes required upgrades to existing conditions that are required for completion of the current phase.

In April 2018, the City’s project engineer’s, Lord, Aek & Sargent, submitted proposal for the engineering services relevant to an additional building interior scope of work in the amount of $33,500. At the time, this amount was included in a budget amendment in the form of Resolution 2018-08. When the contract for construction was awarded to Macallan Construction in July 2018, the bid award amount also included the additional building interior scope and an amendment to the project budget was made in the amount of $47,651.00 ($196,651 award - $149,000 CDBG funding).

Therefore, there is enough current funding to fund the additional $32,174 with $1,326 in excess. This being the case, the Administration would like to proceed with change order request to amend the scope of work for the project, with the understanding that funding is presently available. The Administration will also continue to seek additional CDBG funding, either for further reimbursement of expenses incurred within the current phase, or for expenses expected to be incurred in future phases of the project.

Thank you,

ChaQuias Miller Thornton
City Manager
City of Stone Mountain, Georgia
875 Main Street
Stone Mountain, Georgia 30083
Phone: 770-498-8984
Fax: 770-498-8609
cth thornton@stonemounta incity.org

“The single biggest problem in communication is the illusion that it has taken place.”
George Bernard Shaw
City of Stone Mountain  
875 Main Street  
Stone Mountain, GA 30083  
Attn: ChaQuias Thornton  
Date: October 18, 2018

RE: Historic Stone Mountain Depot - Changes Due to Existing Conditions

Ms. Thornton,

Please accept this proposal of $32,174 to bring existing overhead electrical work up to code in the Future Visitors Center and to complete other changes necessitated by existing conditions as detailed below. As discussed, the following conditions were discovered during the course of construction and must be corrected in order to obtain a Certificate of Occupancy for the Historic Stone Mountain Depot.

**Visitors Center Electrical Upgrades, As Required By Code** -  
At the request of Macallan’s electrical subcontractor, SAFEbuilt performed a courtesy electrical inspection at the beginning of the project and identified multiple code violations above both ceilings at Stone Mountain Depot. Violations include, but are not limited to, open junction boxes, wire splices outside of junction boxes, and electrical wiring not properly suspended above ceiling grid. At a minimum, overhead electrical in the Future Visitors Center must be reworked and brought into compliance with current electrical and life safety codes prior to requesting a final inspection, since the City intends to occupy this section of the building.

**Relocation of Water Tie-In, As Requested By Owner** -  
At the City's request, Macallan will connect the new domestic water supply to the existing water meter. Plumbing drawings show the tie-in point at a new meter outside of Store Room 12. However, it was determined that the existing meter is still in good condition and does not require replacement. Approximately 17" of additional sidewalk must be demolished and re-poured in order to extend the water line to the existing meter.

**Replacement of Loose Plaster in ADA Restroom** -  
Existing plaster in the ADA restroom is loose in several locations due to the keys breaking off inside the wall. Many sections are missing or in danger of falling in the future. We propose to remove plaster and lath up to the picture rail and install new drywall between the bottom of the rail and top of the wall tile. Drywall will be furred out to sit flush with the surface of the plaster.

If approved, the proposed work can begin immediately and be completed by the end of October. The overall project schedule will be extended by two weeks. Below is a cost breakdown.

<table>
<thead>
<tr>
<th>Items</th>
<th>Scope Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Electrical rework in Visitors Center</td>
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<tr>
<td>2</td>
<td>Allowance for loose plaster replacement</td>
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</tr>
<tr>
<td></td>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>---</td>
<td>-----------------------------------------------------</td>
<td>--------</td>
</tr>
<tr>
<td>3</td>
<td>Allowance for water tie-in</td>
<td>$ 5,500</td>
</tr>
<tr>
<td>4</td>
<td>Two weeks of additional general conditions</td>
<td>$ 9,019</td>
</tr>
<tr>
<td>5</td>
<td>Macallan OH&amp;P @7.5% on cost of work</td>
<td>$ 1,746</td>
</tr>
</tbody>
</table>

If you have any questions please feel free to contact me.

Thank you,
MACALLAN CONSTRUCTION
Kerri Linscott
Project Manager
MEMORANDUM
City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

DATE: October 31, 2018
TO: Mayor and City Council
FROM: ChaQuias Thornton
RE: Amendment – Employee Classification Plan

A short while ago, the current Municipal Court Clerk Jan Lewis announced her termination from employment within the City’s Court Services Department. The Administration announced Ms. Lewis’ leave of employment, scheduled for November 30th, 2018 and informed Council of the Administration’s intent to promote from within the Court Services Department. This course of action warranted the solicitation of applications for a Deputy Court Clerk. In the interim, the Administration, including Ms. Lewis in her supervisory capacity as Court Clerk, have been working to ensure a seamless transition and to continue to advance toward more efficient court services operations. In an, As the Administration sought to employ a Deputy Court Clerk, we were presented with resumes that included a level of experience and progressiveness in court service positions of employment that would undoubtedly enhance efforts to ensure forward progress in the efficiency of operations.

Of course, with the level of service, education, and experience found in the review of resumes, the Administration was also aware that the ability to hire at that level might warrant the necessity to pay the applicant for the particular level of service they would be able to provide.

Being that the City’s Court Department – its effectiveness of operations and its ability to adjust to the growth experienced over the last few years, have been expressed as a priority by both the Administration and the Governing Body, the Administration makes the following recommendation:

1. Reclassify the current Deputy Clerk position as Deputy Court Clerk I to encompass one of the two current Deputy Court Clerk positions.
2. Reclassify the second of the two current Deputy Court Clerk positions as Deputy Court Clerk II.
3. Establish the reclassified position of Deputy Court Clerk II within Classification Grade 15 of the City’s Personnel Classification Plan.

The Administration asks that consideration be made of this recommendation to amend the Employee Classification Plan with the change, if approved, being effective November 5th, 2018.

This amendment not only serves to establish adequate duty of service-to-pay scale ratio for the level of service expected to be provided by the employee, but also serves to add a form of ranking system for Court Services personnel that will prove beneficial in the assignment of Court Clerk duties in the absence of the Court Clerk, and that will work well in the narrative to strengthen operations.

Amend the Employee Classification Plan – Effective November 5, 2018
<table>
<thead>
<tr>
<th>GRADE</th>
<th>JOB TITLE</th>
<th>MINIMUM</th>
<th>MAXIMUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Custodian</td>
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<tr>
<td>2</td>
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<td>18,782.40</td>
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<tr>
<td>3</td>
<td></td>
<td>19,385.60</td>
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<td>4</td>
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<td>23,235.51</td>
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<td>5</td>
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<td>21,340.80</td>
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<td>6</td>
<td>Solid Waste Collector</td>
<td>23,150.40</td>
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<td>7</td>
<td>Public Works Laborer I</td>
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<td>27,825.54</td>
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<tr>
<td>8</td>
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<td>Facility Maintenance</td>
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<tr>
<td></td>
<td>Public Works Laborer II</td>
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<tr>
<td>10</td>
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<tr>
<td>11</td>
<td>Deputy Court Clerk I</td>
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<td>12</td>
<td>Communications Operator</td>
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<td>13</td>
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<td>15</td>
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<td>HPC Co-ordinator</td>
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<tr>
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<td>Municipal Court Clerk</td>
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<tr>
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<td>Public Works Supervisor</td>
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<td></td>
<td>Police Administrative Officer</td>
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<td>20</td>
<td>Police Officer First Class</td>
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<tr>
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<td>Finance &amp; HR Specialist</td>
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<td>51,700.33</td>
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<td>Public Works Foreman</td>
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<tr>
<td>22</td>
<td>Investigator I</td>
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<td>53,355.83</td>
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<td>23</td>
<td></td>
<td>42,120.00</td>
<td>54,957.05</td>
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<td>24</td>
<td>Accountant</td>
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<td>56,585.40</td>
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<tr>
<td></td>
<td>Police Sergeant</td>
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<td></td>
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<tr>
<td>25</td>
<td></td>
<td>44,616.00</td>
<td>58,213.76</td>
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<td></td>
<td>45,947.20</td>
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<tr>
<td>35</td>
<td>Chief of Police</td>
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<td>76,261.38</td>
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RESOLUTION 2018-24
A resolution of the Mayor and City Council of Stone Mountain, Georgia to amend the general fund budget for the year ending December 31, 2018

WHEREAS, the local budget for the City of Stone Mountain, Georgia was adopted on December 18, 2017; and

WHEREAS, it is necessary to amend such budget now;

THEREFORE, be it resolved by the Mayor and Council of the City of Stone Mountain, Georgia, that the following amendment to the general fund budget be made this ___ day of ______________, 2018.

<table>
<thead>
<tr>
<th>REVENUE</th>
<th>Increase</th>
<th>Decrease</th>
<th>Balance</th>
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</thead>
<tbody>
<tr>
<td>01 3000.39.1100 Interfund Transfer General Fund</td>
<td>42,307</td>
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<tr>
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<td>Total</td>
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<th>EXPENSE</th>
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Patricia Wheeler, Mayor

Alicia Daniels, Asst. City Clerk
RESOLUTION 2018-23

WHEREAS, the City of Stone Mountain seeks to employee individuals capable of outstanding performance in public service; and

WHEREAS, employee benefits are an aide in the recruitment of highly skilled workers; and

WHEREAS, medical and dental benefit plans are commonly used by municipalities to attract highly skilled workers;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Stone Mountain, Georgia, this _____, day of ________________ 2018, as follows:

1. that the medical insurance plan known as the ______________________ Plan is the official medical benefits plan for the City of Stone Mountain effective December 1, 2018;
2. that the City of Stone Mountain will offer the plan known as the ______________ as a buy-up option for employees, with the difference in the employee premium cost for the buy-up plan to be paid by the employee who elects the buy-up plan during the policy year ending November 30, 2019;
3. that eligible dependents of the employee may participate in the medical benefits plan provided that one hundred percent (100%) of the premium for the dependents is paid by the employee;
4. that the dental insurance plan provided by ______________________ is the official dental benefits plan for the City of Stone Mountain;
5. that employees, eligible dependents of the employee and COBRA participants in the plan may participate in the dental benefits plan provided that one hundred percent (100%) of the premium is paid by the employee or COBRA participant in the plan;
6. that employees who experience an event qualifying for COBRA continuation coverage and their eligible dependents may participate in the medical and/or dental plan for a period of eighteen months following the month of termination provided that one hundred percent (100%) of the premium is paid by the COBRA participant;

Patricia Wheeler, Mayor

Alicia Daniels, Assistant City Clerk