

STATE OF GEORGIA  
COUNTY OF HENRY  
CITY OF STOCKBRIDGE

RESOLUTION NO. R18-913

**A RESOLUTION ESTABLISHING A POLICY WITH RESPECT TO THE  
PREPARATION OF AGENDAS FOR CITY COUNCIL MEETINGS**

WHEREAS, the City of Stockbridge ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds;

WHEREAS, the City Council desires to establish a formal policy with respect to the preparation of agenda for City Council meetings;

WHEREAS, the City Council specifically finds that the proposed policy promotes and protects the safety, health, peace, security, good order, comfort, convenience, and general welfare of the city and its inhabitants;

WHEREAS, the Mayor and Council believe that the proposed procedure is in the best interest of the City and its citizens;

NOW THEREFORE, BE IT AND IT IS HEREBY RESOLVED as follows:

Section 1.     **Establishment of Policy** – The Mayor and Council of the City of Stockbridge hereby direct the City Manager (or any person acting in such capacity) to adhere to the following when preparing agendas for City Council meetings:

1. The schedule of deadlines attached hereto as Exhibit A with respect to the submittal of information and materials for consideration by the City Council at its council meetings shall be followed by all staff and Council Members.
2. It shall require a consensus of the City Council to authorize any agenda item to be placed on the agenda at the request of a Council Member prior to a meeting of the City Council.

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

Section 3.     **Severability** - To the extent any portion of this Resolution is declared to be invalid, unenforceable, or non-binding, that shall not affect the remaining portions of this Resolution.

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 **Repeal of Conflicting Provisions** - All City resolutions inconsistent with this Resolution are hereby repealed.

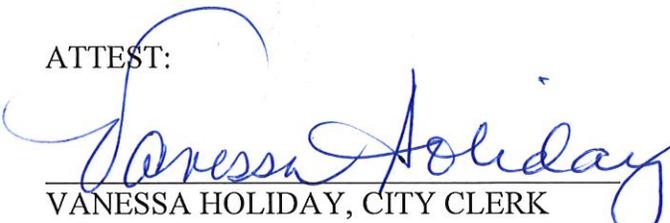
Section 5. **Effective Date** - This Resolution shall be effective immediately upon the date of its adoption by the City Council and Mayor as provided in the City Charter.

SO RESOLVED, this the 27th day of February, 2018.

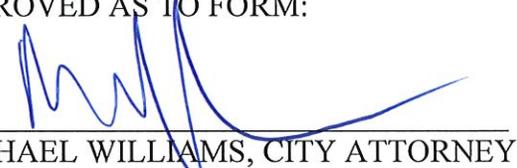
**CITY OF STOCKBRIDGE, GEORGIA**

  
\_\_\_\_\_  
ANTHONY S. FORD, MAYOR

ATTEST:

  
\_\_\_\_\_  
VANESSA HOLIDAY, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
MICHAEL WILLIAMS, CITY ATTORNEY

# AGENDA DOCUMENTS DEADLINE

DOCS DUE TO CLERK	WS MTG DATE	DOCS DUE TO CLERK	MTG DATE
Friday, January 12, 2018	Tuesday, January 30, 2018	Wednesday, January 31, 2018	Monday, February 12, 2018
Friday, February 09, 2018	Tuesday, February 27, 2018	Wednesday, February 28, 2018	Monday, March 12, 2018
Friday, March 09, 2018	Tuesday, March 27, 2018	Wednesday, March 28, 2018	Monday, April 09, 2018
Friday, April 06, 2018	Tuesday, April 24, 2018	Wednesday, April 25, 2018	Monday, May 14, 2018
Friday, May 11, 2018	Tuesday, May 22, 2018	Wednesday, May 23, 2018	Monday, June 11, 2018
Friday, June 08, 2018	<b>*Wednesday, 6/27/2018</b>	<b>Thursday, June 28, 2018</b>	Monday, July 09, 2018
Friday, July 06, 2018	Tuesday, July 24, 2018	Wednesday, July 25, 2018	Monday, August 13, 2018
Friday, August 10, 2018	Tuesday, August 28, 2018	Wednesday, August 29, 2018	Monday, September 10, 2018
Friday, September 07, 2018	Tuesday, September 25, 2018	Wednesday, September 26, 2018	Monday, October 08, 2018
Friday, October 05, 2018	Tuesday, October 30, 2018	Wednesday, October 31, 2018	Monday, November 12, 2018
Friday, November 09, 2018	Tuesday, November 27, 2018	Wednesday, November 28, 2018	Monday, December 10, 2018
Friday, November 30, 2018	Tuesday, December 18, 2018	Wednesday, December 19, 2018	Monday, January 14, 2019

**DEADLINE- DOCUMENTS TO CLERK'S OFFICE**

**WORK SESSION DATES**

**DEADLINE- DOCUMENTS TO CLERK'S OFFICE**

**COUNCIL MEETING DATES**