

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

FULTON COUNTY, GEORGIA

CONTRACTOR: Roswell Arts fund, Inc.

CFS STAFF

Robert L. Pitts
Robert L. Pitts, Chairman
Fulton County Board of Commissioners

ATTEST:

Tonya R. Grier
Tonya R. Grier
Clerk to the Commission

(Affix County Seal)



APPROVED AS TO FORM:

Chad Alexis
Office of the County Attorney

APPROVED AS TO CONTENT:

David Manuel
David Manuel, Director
Fulton County Department of Arts & Culture

Please select RCS or RM

RCS

X RM

Attach a copy of
the notarized
signature page &
LOA

Signed by: _____
Type Name Here , Board Chair

ATTEST: Please select Attest or Notary from the checkbox

Signed by: _____
Type Name Here , Executive Director

(Affix Corporate Seal)



Attach the
LOA using
the paper
clip.

ATTEST:

Notary Public (LOA)

County: _____

Commission Expires: _____

(Affix Notary Seal)

ITEM#: _____ RM: _____
REGULAR MEETING

ITEM#: 25-0786 2nd RM: 10/15/2025
SECOND REGULAR MEETING



September 3, 2024

To Whom It May Concern:

This letter certifies that **Scott Hitch, Board Chair Roswell Arts Fund** **scotthitch@hitchlaw.com 404-580-1270** has the authority to enter into a contract on behalf of **Roswell Arts Fund** with the Fulton County Commission under the guidance of the Department of Arts & Culture and Fulton County Arts Council.

Sincerely,



Lawrence Catchpole (Sep 4, 2024 09:30 EDT)

Lawrence Catchpole, Treasurer
Roswell Arts Fund

PO Box 768136 | Roswell, GA 30076

RoswellArtsFund.org

RAF - LOA_ FCAC 2025

Final Audit Report

2024-09-04

Created:	2024-09-03
By:	Becky Kile (becky@roswellartsfund.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAqFmPmxk5ANS4ObOqXoWPsiboezc0_xvG

"RAF - LOA_ FCAC 2025" History

-  Document created by Becky Kile (becky@roswellartsfund.org)
2024-09-03 - 4:50:36 PM GMT- IP address: 99.67.29.61
-  Document emailed to lawrence@roswellartsfund.org for signature
2024-09-03 - 4:50:40 PM GMT
-  Email viewed by lawrence@roswellartsfund.org
2024-09-04 - 1:28:47 PM GMT- IP address: 108.194.70.105
-  Signer lawrence@roswellartsfund.org entered name at signing as Lawrence Catchpole
2024-09-04 - 1:30:56 PM GMT- IP address: 108.194.70.105
-  Document e-signed by Lawrence Catchpole (lawrence@roswellartsfund.org)
Signature Date: 2024-09-04 - 1:30:58 PM GMT - Time Source: server- IP address: 108.194.70.105
-  Agreement completed.
2024-09-04 - 1:30:58 PM GMT



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 Document created by Becky Kile (becky@roswellartsfund.org)
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2024-09-03 - 4:50:40 PM GMT

 Email viewed by lawrence@roswellartsfund.org
2024-09-04 - 1:28:47 PM GMT- IP address: 108.194.70.105

 Signer lawrence@roswellartsfund.org entered name at signing as Lawrence Catchpole
2024-09-04 - 1:30:56 PM GMT- IP address: 108.194.70.105

 Document e-signed by Lawrence Catchpole (lawrence@roswellartsfund.org)
Signature Date: 2024-09-04 - 1:30:58 PM GMT - Time Source: server- IP address: 108.194.70.105

 Agreement completed.
2024-09-04 - 1:30:58 PM GMT

**AMENDMENT NO. 1 TO THE CONTRACT FOR SERVICES AGREEMENT
BETWEEN FULTON COUNTY, GEORGIA AND CONTRACTOR**

Contractor: Roswell Arts Fund, Inc
Address: 9100 Fouts Road
City, State Roswell, Georgia 30076
Telephone: (405)905-9359
E-mail: scotthitch@hitchlawllc.com
Contact: Scott Hitch

W I T N E S S E T H

WHEREAS, pursuant to O.C.G.A. § 36-1-19.1, Fulton County is authorized under the laws of the State of Georgia to enter into contracts for services with individuals, corporations and institutions, for purely charitable purposes, including benevolent purposes for arts and humanities, and to purchase services from such individuals, corporations and institutions; and

WHEREAS, Roswell Arts Fund, Inc has submitted to the Fulton County Department of Arts & Culture ("FCAC") an application for Fulton County funding associated with the Fulton County Contracts for Services program for arts-related services, and the Fulton County Arts Council has recommended that this funding be made available to Roswell Arts Fund, Inc by the Fulton County Board of Commissioners ("BOC"); and

WHEREAS, on June 18, 2025, the Fulton County BOC approved the recommendations of the Fulton County Arts Council pursuant to Agenda Item 25-0476; and

WHEREAS, Fulton County ("County") entered into a Contract for Services Agreement with Roswell Arts Fund, Inc to provide arts-related services, dated June 18, 2025; and

WHEREAS, on September 17, 2025, the BOC approved Resolution 25-0721, which amended Fulton County's budget to increase the departmental budget for the FCAC by an additional \$1,700,000.00 based on current underruns in the County's overall Fiscal Year 2025 budget; and

WHEREAS, in light of Resolution 25-0721, the Fulton County Arts Council made new recommendations to the BOC, which included an additional contribution amount of **\$14820** for Contractor; and

WHEREAS, on October 15, 2025, the BOC approved the recommendations of the Fulton County Arts Council pursuant to Agenda Item 25-0786.

NOW, THEREFORE, the County and the Contractor agree as follows:

This Amendment No. 1 to the Contract for Services Agreement between Fulton County, Georgia and Roswell Arts Fund, Inc (“the Parties”) is effective as of this the 15 day of October 2025. The Parties agree that all Services specified will be performed in accordance with this Amendment No. 1 to Form of Contract and the original Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** Contractor is to perform the Scope of Work set forth in the original Contract.
2. **COMPENSATION:** The services described under the Scope of Work in the original Contract shall be performed by Contractor for a total additional amount not to exceed **\$14820** (FOURTEEN THOUSAND EIGHT HUNDRED TWENTY DOLLARS).
3. **LIABILITY OF COUNTY:** This Amendment No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chairman of the Fulton County Board of Commissioners, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF AMENDMENT NO. _1_ TO FORM OF CONTRACT:** Except as modified by this Amendment No. _1_ to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

[INTENTIONALLY LEFT BLANK]

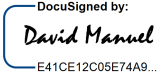
Certificate Of Completion

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Subject: Roswell Arts Fund, Inc REV - 2025 CONTRACTS FOR SERVICES- - AMENDMENT - Agenda Item - 25-0786		
Parcel ID:		
Employee Name:		
Source Envelope:		
Document Pages: 7	Signatures: 6	Envelope Originator:
Certificate Pages: 7	Initials: 0	Alexis Whitehead
AutoNav: Enabled	Stamps: 2	141 Pryor Street
Envelopeld Stamping: Enabled		Purchasing & Contract Compliance, Suite 1168
Time Zone: (UTC-05:00) Eastern Time (US & Canada)		Atlanta, GA 30303
		Alexis.Whitehead@fultoncountyga.gov
		IP Address: 47.36.39.235

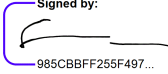
Record Tracking

Status: Original	Holder: Alexis Whitehead	Location: DocuSign
11/14/2025 1:24:37 PM	Alexis.Whitehead@fultoncountyga.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Fulton County Government	Location: Docusign

Signer Events

Signer Events	Signature	Timestamp
David Manuel david.manuel@fultoncountyga.gov Director of Arts & Culture Security Level: Email, Account Authentication (None)	DocuSigned by:  E41CE12C05E74A9... Signature Adoption: Pre-selected Style Using IP Address: 208.190.197.193	Sent: 11/14/2025 1:27:15 PM Resent: 11/14/2025 4:42:25 PM Viewed: 11/15/2025 10:42:12 AM Signed: 11/15/2025 10:42:22 AM

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Scott Hitch scotthitch@hitchlawllc.com Board Chair Roswell Arts Fund Security Level: Email, Account Authentication (None)	Signed by:  985CB8FF255F497... Signature Adoption: Drawn on Device Using IP Address: 2a04:4e41:7003:a173::c9f9:4173 Signed using mobile	Sent: 11/15/2025 10:42:23 AM Viewed: 11/15/2025 10:46:12 AM Signed: 11/15/2025 10:46:45 AM
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Electronic Record and Signature Disclosure:
Accepted: 11/15/2025 10:46:12 AM
ID: 43e2e742-125d-49c7-a7b9-301816664f90

Aaron James Aaron@roswellartsfund.org Director of Development Security Level: Email, Account Authentication (None)	Signed by:  375097360C9540E...  Signature Adoption: Drawn on Device Using IP Address: 138.43.116.92	Sent: 11/15/2025 10:46:47 AM Viewed: 11/15/2025 12:07:27 PM Signed: 11/17/2025 12:23:04 PM
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Electronic Record and Signature Disclosure:
Accepted: 11/15/2025 12:07:27 PM
ID: 1cc3fcbe-cefc-41df-a7f2-4128dc686e67

Signer Events	Signature	Timestamp
Alexis Whitehead Alexis.Whitehead@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 73.43.28.9	Sent: 11/17/2025 12:23:08 PM Viewed: 11/21/2025 9:20:14 AM Signed: 11/21/2025 9:20:18 AM
Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 11/24/2025 7:39:21 AM ID: 417809f5-e5f2-4f9d-a800-ced23fab53d3	Completed Using IP Address: 2600:1700:1960:2e70:5ccb:67e1:fa4d:31d	Sent: 11/21/2025 9:20:20 AM Resent: 11/21/2025 10:19:36 AM Viewed: 11/24/2025 7:39:21 AM Signed: 11/24/2025 7:40:46 AM
Chad Alexis Chad.Alexis@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/2/2025 8:36:32 PM ID: 22048b79-1f16-4a7c-aef1-42d6b9c51066	<i>Chad Alexis</i> Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.10	Sent: 11/24/2025 7:40:50 AM Resent: 12/1/2025 1:22:34 PM Viewed: 12/2/2025 8:36:32 PM Signed: 12/2/2025 8:37:53 PM
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8	Completed Using IP Address: 74.174.59.10	Sent: 12/2/2025 8:37:57 PM Viewed: 12/3/2025 11:17:04 AM Signed: 12/3/2025 11:17:24 AM
Robert L. Pitts harriet.thomas@fultoncountyga.gov Chairman Fulton County Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/3/2025 11:20:10 AM ID: b9fab402-3f15-4136-ae1a-21cd0557144f	<i>Robert L. Pitts</i> Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.10	Sent: 12/3/2025 11:17:27 AM Viewed: 12/3/2025 11:20:10 AM Signed: 12/3/2025 11:20:20 AM
Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/3/2025 11:20:10 AM ID: b9fab402-3f15-4136-ae1a-21cd0557144f	<i>Tonya Grier</i>  Signature Adoption: Uploaded Signature Image Using IP Address: 134.231.232.250	Sent: 12/3/2025 11:20:22 AM Viewed: 12/3/2025 9:22:41 PM Signed: 12/3/2025 9:22:51 PM

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Brian Jones brian.jones@fultoncountygga.gov President-Elect Fulton County Government Security Level: Email, Account Authentication (None)	COPIED	Sent: 12/3/2025 9:22:55 PM
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Shantras Lakes shantras.lakes@fultoncountygga.gov Contracts for Services Program Manager Fulton County Government Security Level: Email, Account Authentication (None)	COPIED	Sent: 12/3/2025 9:22:57 PM
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Tasha Tavaras tasha.tavaras@fultoncountygga.gov CFS Specialist Fulton County Government! Security Level: Email, Account Authentication (None)	COPIED	Sent: 12/3/2025 9:22:58 PM
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Completed	Security Checked	12/3/2025 9:22:58 PM

Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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- ii. send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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