

RESOLUTION NO. R17-844

RESOLUTION AUTHORIZING MEMORANDUM OF UNDERSTANDING WITH THE CARL VINSON INSTITUTE FOR THE MAIN STREET STRATEGIC VISION; PROVIDING FOR SEVERABILITY, REPEALING INCONSISTENT RESOLUTIONS, PROVIDING AN EFFECTIVE DATE, AND FOR OTHER PURPOSES.

WHEREAS, the City of Stockbridge (“City”) is a municipal corporation located within Henry County, Georgia duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents located within the corporate limits of the City;

WHEREAS, Section 1.12(b)(3) of the City Charter provides that the City may make appropriations for the support of the government of the City; authorize the expenditure of money for any purposes authorized by the Charter and for any purpose for which a municipality is authorized by the laws of the State of Georgia; and provide for the payment of expenses of the City;

WHEREAS, Section 1.12(b)(7) of the City Charter provides that the City may enter into contracts and agreements with other governments and entities and with private persons, firms, and corporations;

WHEREAS, the City is interested in retaining the services of the Carl Vinson Institute to assist the Main Street Program in developing its strategic vision and short-term work program;

WHEREAS, the City Council finds that a resolution authorizing the attached Memorandum of Understanding is necessary and beneficial to its citizens and to the proper use of City funds.

NOW THEREFORE, THE COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES AS FOLLOWS;

Section 1. Authorization of Memorandum of Understanding. – The Memorandum of Understanding attached hereto as Exhibit A is hereby approved.

Section 2. Approval of Execution - The Mayor is hereby authorized to sign all documents and to perform all other acts necessary to effectuate this Resolution on behalf of the City of Stockbridge. The City Clerk is authorized to execute, attest to, and seal any document 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 **Repeal of Conflicting Provisions** - All City resolutions inconsistent with this Resolution are hereby repealed.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 on the date of its approval by the City Council and Mayor as provided in the City Charter.

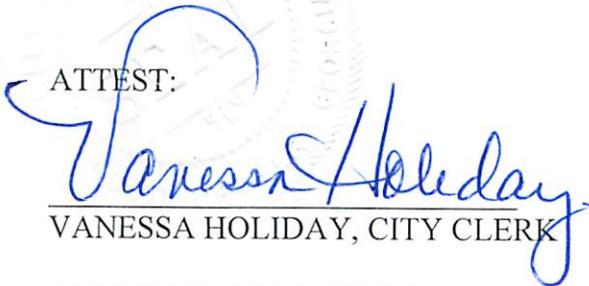
SO RESOLVED, this the 14th day of August 2017.

CITY OF STOCKBRIDGE, GEORGIA



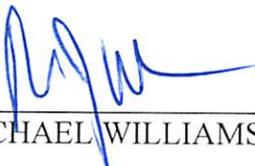
JUDY NEAL, MAYOR

ATTEST:



VANESSA HOLIDAY, CITY CLERK

APPROVED AS TO FORM:



MICHAEL WILLIAMS, CITY ATTORNEY

**CARL VINSON INSTITUTE OF GOVERNMENT
ATHENS, GEORGIA**

Memorandum of Understanding

This agreement is made and entered into as of the date of execution by and between the City of Stockbridge, Georgia and the Board of Regents of the University System of Georgia by and on behalf of the University of Georgia. The University of Georgia's Carl Vinson Institute of Government (Institute of Government) will perform all obligations of the Board of Regents of the University System of Georgia under this agreement.

The Institute of Government agrees to assist the City of Stockbridge, Georgia with developing an initial vision and short term work program (detailed Scope of Work included as Exhibit A). The total cost of the service is \$55,000. In consideration of the foregoing, the City of Stockbridge, Georgia agrees to pay the Institute of Government a fee of \$46,000 for the full and faithful performance of the services described herein, with the Georgia Municipal Association contributing the additional \$9,000 pursuant to the GMA/GCF contract with the Institute of Government dated 01/31/17. The Institute of Government will present to the City of Stockbridge, Georgia an invoice for services after the completion of work. The invoice should be sent to Ms. Judy Neal, Mayor, City of Stockbridge, 4640 North Henry Boulevard, Stockbridge, GA 30281; email jneal@cityofstockbridge-ga.gov; telephone 770-389-7900. The City of Stockbridge, Georgia shall promptly process the invoice and issue its payment to the Institute of Government not more than 30 days after receipt of said invoice.

The Institute of Government also agrees to retain all records bearing upon payments under this agreement until the expiration of three years after final payment and grants the agency access to and the right to examine such records.

The Institute of Government employees will not be employees of the City of Stockbridge, Georgia while performing this service and will not be entitled to fringe benefits normally accruing for employees of the City of Stockbridge, Georgia.

This agreement will become effective upon signing by both parties and will terminate on July 15, 2018 or earlier upon written notice by either party. In the event of such termination the City of Stockbridge, Georgia will pay the Institute of Government a prorated portion of the contract amount consistent with the revised termination date and will also pay the Institute of Government for all non-cancellable and outstanding obligations related to this agreement.

FOR THE
CITY OF STOCKBRIDGE, GEORGIA:

By: Judy Neal
Judy Neal, Mayor
acting City Mgr.
Date: 08.17.17

FOR THE BOARD OF REGENTS OF THE
UNIVERSITY SYSTEM OF GEORGIA BY
AND ON BEHALF OF THE UNIVERSITY
OF GEORGIA:

By: Laura J. Meadows 6/21/17
Dr. Laura J. Meadows, Interim Vice President
for Public Service and Outreach

Date: _____

EXHIBIT A
DOWNTOWN STOCKBRIDGE STRATEGIC VISION AND PLAN
SCOPE OF WORK

Step 1

1. Designate a local community member as the lead downtown liaison

One person will be designated as the community liaison and will be in charge of the process.

- Main Street Manager, City Manager, or Mayor.

2. Formation of Steering Committee, which will guide the overall process.

- The Steering Committee should be a diverse group of 5-9 people.
- Community liaison should Chair the Steering Committee.

3. Data Collection and Review

- The community liaison will collect and send to the Institute of Government relevant plans and GIS data that have been developed over the previous five years; i.e., comprehensive land use plans, parks and recreation plans, zoning and ordinances, public works, etc.
- Institute of Government will do a plan review.

4. Survey Development and Distribution

- An electronic and hardcopy survey will be developed by Institute of Government and community liaison. The survey will be online for one-two months.
- The community liaison will be responsible for distributing and advertising the survey throughout the community.
- The community liaison will collect all hardcopies.

Possibilities of organizations for distribution:

- Arts Council
- Banks
- City Departments
- County Departments
- Development Authority
- Downtown Merchants
- Downtown Property Owners
- Downtown Residential
- Downtown Churches/Faith-based Organizations
- Newspaper
- Chamber of Commerce
- Health Systems
- Real Estate Firms
- Schools

5. Initial Steering Committee Meeting, Site Visit

- Institute of Government will lead a kickoff session with the Steering Committee.
 - Review scope of work.
 - Define project area.

6. Conduct Steering Committee Focus Group

- Explain the Visual Preference Assessment and charge the committee with its implementation.

7. Conduct Interviews, Focus Groups, and Community Input Meeting

The Institute of Government will conduct up to ten (10) face-to-face interviews with key people identified by the community liaison. Up to ten (10) additional interviews can be conducted by phone. The Institute of Government will conduct up to ten (10) focus groups with key community groups and conduct a community-wide meeting. The Institute of Government can also conduct an electronic town hall meeting.

8. Steering Committee Update

At the completion of Step 1, the Steering Committee will be briefed on the initial public input findings. The Steering Committee will develop the Top Issues the plan will address.

Step 2

9. Vision and Plan Development

The Institute of Government will spend the next two to three months focusing on integrating the community input into illustrative designs.

Step 3

10. Steering Committee Meeting

- Work Plan overview.
- Discuss soliciting Work Plan volunteers.

11. Work Program Meeting (two to three meetings)

The Steering Committee and community liaison are responsible for recruiting community members to participate in the Work Plan development. The Institute of Government will work with the community members to develop action items to initiate the short-term Work Plan.

- Work Plan review.
- Work Plan area of interest selection.
- Develop short term (1 year) implementation goals and strategies.
- Action Item development.

Final Presentation and Report

12. Final Plan Presentation

The Steering committee and action item leaders, along with the Institute of Government, will make a final presentation so the community can see what was developed and is recommended based on their input.

13. Final Report Development

Following the Work Plan development, the Institute of Government will finalize the plans and recommendations and layout the document for publication. The Institute of Government will create fifty (50) full-color illustrative reports that provide before and after visuals of design scenarios along with implementation recommendations. The final report will also be accompanied by a compact disc (to keep printing costs low) as an appendix to account for the public engagement information analysis, as well as other relevant information gleaned throughout the process.