

RESOLUTION NO. R19-1049

**A RESOLUTION TO ADOPT A POLICY FOR THE USAGE OF CERTAIN BUILDINGS OWNED BY THE CITY OF STOCKBRIDGE**

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; and

WHEREAS, the City Council desires to establish a policy regarding the usage of the Merle Manders Conference Center and the Ted Strickland Center owned by the City;

THEREFORE, THE CITY COUNCIL OF THE CITY OF STOCKBRIDGE HEREBY RESOLVES:

**SECTION 1. Approval.** The policy attached hereto as Exhibit A is hereby approved.

**SECTION 2. Public Record.** This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Stockbridge.

**SECTION 3. Authorization of Execution.** The Mayor or Mayor Pro Tem is hereby authorized to sign all documents necessary to effectuate this Resolution.

**SECTION 4. Attestation.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

**SECTION 5. Effective Date.** This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Stockbridge as provided in the City Charter.

SO REOLVED this 26<sup>th</sup> day of March, 2019.

  
ANTHONY S. FORD, Mayor

ATTEST:

  
VANESSA HOLIDAY, City Clerk (SEAL)

APPROVED AS TO FORM:

  
MICHAEL WILLIAMS, City Attorney

## EXHIBIT A

### CITY MEETING SPACE USAGE POLICY

#### RENT

1. Except as provided for herein, the City shall collect rent at its standard rates any time any meeting space is utilized.
2. Each Council Member shall be permitted to utilize the Merle Manders Conference Center for a Council initiative once each year during a weekend (Friday – Sunday) and once each year during a week day (Monday-Thursday). With the approval of the City Council, the Ted Strickland Center may be used for additional Council Initiatives Monday through Thursday. For purposes of this policy, a Council Initiative may not include a partnering organization.
3. City employees shall be entitled to receive an employee discount of 25% once per year for the use of any City meeting space for wedding receptions, birthdays, parties, family reunions, banquets and other similar functions. Such employee discount shall not be transferable. Employees found to be violating this provision shall be required to pay to the City the difference between the discount rate and the standard rental rate and may be subject to additional disciplinary action.
4. Non-profit organization discounts shall be entitled to a twenty percent (20%) discount from the regular rental rates.
5. All rents collected, including rents from City functions, shall be deposited into the revenue account of the enterprise fund out of which the meeting spaces are maintained.