



CITY OF WALNUT GROVE
Council Meeting & Public Hearing
January 30, 2024 – 6:00 p.m.
Municipal Building – 1021 Park Street
AGENDA

- I. Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. PUBLIC HEARING:**

A. The City of Walnut Grove & HB 581

The Mayor and Council of the City of Walnut Grove intends to opt out of the statewide adjusted base year ad valorem exemption for the City of Walnut Grove.

Additional Public Hearings will be held on Thursday, February 13, 2025, at 10:00 a.m. & 6:00 p.m. respectively. All Public Hearing will be held at the City of Walnut Grove Municipal Building, 1021 Park Street, Loganville, GA 30052.

- 1) Citizens who would like to speak against the action.
- 2) Citizens who would like to speak in favor of the action.

Adjourn Hearing

REGULAR MEETING

- VI. Approval of Agenda**
- VII. Discussion Item:** Updated Fee Schedule
- VIII. Discussion Item:** Stage 1 - Public Works Building Facelift/Repairs
- IX. Discussion Item:** Purchase of Code Enforcement truck
- X. Information:** Georgia Southern Student Practicum Project
- XI. Information:** Phase II LAS Sewer Plant Expansion Status
- XII. Adjourn**

INTENT TO OPT OUT OF HOMESTEAD EXEMPTION

The Mayor and Council of the City of Walnut Grove intends to opt out of the statewide adjusted base year ad valorem homestead exemption for the City of Walnut Grove.

All concerned citizens are invited to the public hearing on this matter to be held at Walnut Grove Municipal building, 1021 Park Street, Loganville, GA 30052, at 6:00 P.M. on January 30, 2025.

Times and places of additional public hearings on this matter are at Walnut Grove Municipal building, 1021 Park Street, Loganville, GA 30052 on February 13, 2025 and 10:00 A.M. and 6:00 P.M. respectively.



Georgia Municipal Association Local Government Practicum

Memorandum of Understanding between University, Local Government Client, and GMA Staff

Purpose:

The purpose of this agreement is to facilitate a formal relationship between (City/Entity the City of Walnut Grove (hereinafter "Client"), the Faculty Advisor at (University/College) Georgia Southern University for the Practicum (hereinafter, "University") and Georgia Municipal Association, Inc. staff (hereinafter "GMA") that will allow the Client to receive the best possible research product from the Student or Students ("collectively, "Student") working under the Faculty Advisor. Collectively, the Client, the University, and GMA shall be hereafter referred to as the "Parties".

Agreement:

A. The Client agrees to:

1. Identify the appropriate staff person or persons to work with the University and Student throughout the semester to facilitate completion of the project;
2. **No later than two weeks** after the project starts, have met with the University and Student to outline the scope of the project and provide a written, mutual agreement on the project deliverable(s) and each of their deadlines throughout the semester.
3. Meet with the Student a **minimum of five times** during the semester to discuss the project, in whichever mode of communication (face-to-face, virtual, hybrid, etc.) is agreed upon by the University, Client, and GMA; and
4. Attend (or send a representative to attend) the final project presentation.

B. The University agrees to:

1. Regularly contact pursuant to an agreed upon schedule via phone and email or other communication method the Client and GMA regarding the status of the project, providing progress updates as necessary to facilitate completion of the project and ensuring the Student is involved in those communications;
2. **No later than two weeks** after the project starts, have met with the Client to outline the scope of the project and provide a written, mutual agreement on the project deliverable(s) and each of



their deadlines throughout the semester and ensuring the Student is involved in those communications;

3. Meet with the Client a **minimum of five times** during the semester to discuss the project, in whichever mode of communication (face-to-face, virtual, hybrid, etc.) is agreed upon by the University, Client, and GMA and ensuring the Student is included in those meetings; and
 4. Working with the Student, prepare and submit each agreed-upon deliverable(s) by the stated deadline, which may include a final, in-person or virtual presentation of research findings before the Client;
 5. Provide timely feedback and guidance to the Student(s) on the project as needed throughout the semester;
 6. Meet with the Student(s) at least bi-weekly during the semester to discuss the project, in whichever mode of communication (face-to-face, virtual, hybrid, etc.) is agreed upon by the Student(s) and the Advisor;
 7. Receive and provide feedback as necessary and apply such feedback as necessary to further progress on the project.
5. GMA agrees to:
1. Facilitate communication between the University and Client;
 2. Provide timely feedback and guidance to the University and the Student on the project as needed throughout the semester;
 3. Set up a **minimum of two check-ins** with the University, Student, and Client in whichever mode of communication (face-to-face, virtual, hybrid, etc.) is agreed upon by the University, Client, and GMA during the semester to discuss progress on the project; and
 4. Make arrangements for the final project presentation and invite GMA staff and other stakeholders, including municipal officials, to attend this meeting.
6. The Parties agree that:
1. The mutual agreement on the project deliverables shall be attached to this agreement as an **Exhibit A**.
 2. Any deliverables produced by the stated deadline shall be attached to this agreement as an **Exhibit B**.



F. Ownership of Project Product:

When University, including the Student, creates content that is specific to Client as a result of this Agreement ("Work Product"), the Work Product belongs solely to Client. Work Product includes, but is not limited to, all unique correspondence with Client about the Project described in Exhibit A and produced in Exhibit B. Work Product shall be the exclusive property of Client, for whatever use Client deems appropriate. University hereby transfers and assigns all rights in the Work Product to Client. University also agrees to waive and not assert any moral rights he or she may have in such works. University shall provide all assistance reasonably requested by Client in the establishment, preservation, and enforcement of its rights in such Work Products, without any additional compensation to University. University agrees to and hereby, to the extent permissible, waives all legal and equitable rights relating to the Work Products, including without limitation all rights of approval, restriction or limitation on use or subsequent modifications. University is hereby granted a limited license to use the Work Product for his or her records, to utilize as a reference, and as may otherwise be agreed upon by the University and the Client. University retains all rights to intellectual property it owned before the Effective Date and all intellectual property it creates other than "Work Product."

G. Contact Information:

1. Client:	(Name and Title)	<u>Stephanie Moncrief, Mayor</u>
	(City/Entity)	<u>City of Walnut Grove</u>
	(Address)	<u>2581 Leone Avenue Walnut Grove, GA 30052</u>
	(Email)	<u>mayor@cityofwalnutgrove.com</u>
	(Phone)	<u>404-805-1632</u>

2. Faculty Advisor:	(Name and Title)	<u>Cary Christian, Associate Professor of Public Administration</u>
	(University/College)	<u>Georgia Southern University</u>
	(Address)	<u>1332 Southern Drive Statesboro, GA 30458</u>
	(Email)	<u>pchristian@georgiasouthern.edu</u>
	(Phone)	<u>912-478-8018</u>



3. GMA: Claire Chan
 Manager, Research and Federal Relations
 Georgia Municipal Association, Inc. 201 Pryor Street, SW
 Atlanta, Georgia 30303
cchan@gacities.com
 (678) 686-6246

H. Termination:

This agreement shall remain in effect until the end of the university semester: 5/16/2025.

Authorization:

Faculty Advisor:

(Signature) _____
 (Name)

Date: _____

Client:

(Signature) Steph M...
 (Name) Stephanie Moner...

Date: 1/24/2025

GMA:

(Signature) Claire Chan
 (Name) Claire Chan

Date: 1/22/2025



Georgia Municipal Association Local Government Practicum

Exhibit A

Project Description

The City of Walnut Grove would like to update the policies and procedures manual for city employees to make it more comprehensive. The Mayor and the city attorney will advise on the project. The project will involve researching 'model' manuals from other cities to use as a reference.

Expected Deliverables

The student will create and present the updated manual to the City.