

**GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS
PLANFIRST PROGRAM**

**MEMORANDUM OF AGREEMENT
Between
Georgia Department of Community Affairs and City of Dunwoody**

This Memorandum of Agreement is made and entered into effective January 1, 2017 by and between the Georgia Department of Community Affairs (DCA) and the City of Dunwoody. Both Parties agree to enter into this cooperative arrangement to maintain Dunwoody's designation as a PlanFirst Community for a three (3) year period, ending December 31, 2019.

I. Benefits and Activities

The following lists each of the benefits associated with the PlanFirst designation. The Parties intend to explore opportunities under each benefit.

- A. Three years of tools and support provided by DCA to help meet plan implementation goals;
- B. State-wide recognition for plan implementation successes;
 - Listed on the DCA's website
 - Listed on all PlanFirst Outreach Fliers
 - Listed on all PlanFirst Presentations
 - Provided one plaque for the community to display
- C. Access to Georgia Environmental Financing Authority (GEFA) state loans at an interest rate that is reduced by 50 basis points, or ½ percent;
- D. HUD CDBG non-entitlement local governments are eligible to apply for State CDBG funding every year;
- E. 100 basis point reduction, or 1%, for loans through the Employment Incentive Program;
- F. 100 basis point reduction, or 1%, for loans through the Redevelopment Fund Program;
- G. 100 basis point reduction, or 1%, for loans through the Downtown Development Revolving Loan Fund Program;
- H. Free attendance at any Community Planning Institute event for up to 2 community representatives.

II. PlanFirst Community Responsibilities

The City of Dunwoody agrees to carry out the following responsibilities in order to remain in good standing and thereby retain its PlanFirst Community designation:

- A. Continue to strive for planning excellence in all areas of comprehensive plan development and implementation;
- B. Participate in the PlanFirst program by supporting Dunwoody's staff member participation as a PlanFirst Reviewer, for application review as well as on-site visits to applicant;
- C. When called upon, to participate as a presenter at a Community Planning Institute event;
- D. Submit a minimum of one plan implementation success story annually to the *DCA Planning Success Stories and Best Practices* web page at <http://www.dca.ga.gov/development/PlanningQualityGrowth/programs/BestPractices.asp>;
- E. Maintain eligibility as a qualified local government (QLG) by having an approved Comprehensive Plan and Service Delivery Strategy and also to be current on all required reporting to DCA. In the event of loss of QLG by a PlanFirst community, the incentives awarded by designation will be suspended until QLG is restored.

III. Amendments

This Memorandum of Agreement represents the entire agreement between the Parties. An amendment can be added to this agreement if it is presented in writing and signed by both Parties.

IV. Name and PlanFirst Community Identification Items

DCA agrees to allow the use of the PlanFirst program identification items by the City of Dunwoody on/for any PlanFirst Program activities, grant applications and related activities. The City of Dunwoody acknowledges receipt of the PlanFirst Program items and any additional products and agrees to use these items only for activities related to or affected by the PlanFirst Program.

IV. Term and Termination

The Agreement is effective as dated above and shall expire December 31, 2019. DCA has the authority to terminate this agreement if Dunwoody does not continue to

maintain compliance with program requirements. The Selected Community will receive a written notice that their designation has been thus removed and GEFA will be notified to return any affected loan percentage rates back to the current normal interest rate. In this eventuality, the community agrees to discontinue using any PlanFirst plaques displayed in their community.

V. Affirmation and Signatures

In witness whereof, the parties hereto have executed this instrument by the duly authorized persons from both parties and agree to enter into this cooperative arrangement.

Georgia Department of Community Affairs:

Camila Knowles, Commissioner

City of Dunwoody:

Denis Shortal, Mayor