



## AGENDA

### REGULAR SCHEDULED MEETING OF THE GOVERNING AUTHORITY OF WALKER COUNTY, GEORGIA

Walker County Courthouse Annex III, 201 S Main Street  
LaFayette, Georgia 30728

Date: Thursday October 8, 2020

Time: Immediately following the Public Hearing

Call to Order: Commissioner Whitfield will call the meeting to order

Open of the Regular Meeting

Minutes: Approval of the minutes from the Meetings on September 24, 2020 and on September 30, 2020.

New Business:

- I. Resolution R-028-20 to Support the Submission of a Pre-Application for a Land and Water Conservation Fund Grant to Benefit the Citizens of Walker County
- II. Acceptance of OneGeorgia special Purpose Award for Saddle Ridge School
- III. Walker County Departmental Statistics – September 2020
- IV. Informational: Commissioner Meeting Dates

Adjournment: Commissioner Whitfield will adjourn the meeting

**Open Discussion: The business on the Agenda being completed, Commissioner Whitfield will open the floor for general discussion related to Walker County. Speakers are asked to limit their questions and comments to 5 minutes and keep topics related to county business.**

*The next regular scheduled Commissioner's Meeting will be held on Thursday, October 22, 2020 at 6:00 PM.*



**Walker County Governmental Authority**  
***Office of the Commissioner***  
**101 S. Duke Street**  
**LaFayette, GA 30728**  
**706-638-1437**  
**Minutes of the Scheduled Public Hearing**  
**September 24, 2020**

**I. Call to order**

Commissioner Whitfield called to order the Public Hearing held at Walker County Courthouse Annex III, 201 S Main Street, LaFayette, Georgia at 6:11 PM on September 24, 2020.

**II. Attendees**

The following persons were present: Commissioner Shannon Whitfield, Public Relations Director Joe Legge, Planning and Zoning Director David Brown, Fire Chief Blake Hodge, Legal and Policy Director David Gottlieb and County Clerk Rebecca Wooden. Other guests signed in at the meeting as well, please see the attached sign in sheet.

**III. Invocation:**

Given by Commissioner Shannon Whitfield

**IV. Pledges :**

United States Flag and Georgia Flag

**V. Open of Public Hearing:**

- I. Commissioner Whitfield reviewed the request from Michael & Deborah Freeman requesting a rezone from R-3 to C-1 for property located at 524 Mission Ridge Road Rossville, GA. 30741. Tax map & parcel number 0-140-009. Commissioner Whitfield asked if anyone was present either for or against this request, there were none. Commissioner Whitfield asked

Planning and Zoning Chairman Phillip Cantrell if he had any further comments and Chairman Cantrell added there had been commercial buildings around this location for years and the Planning and Zoning Commission didn't have a problem with this request. Commissioner Whitfield approved the request.

- II. Commissioner Whitfield reviewed the request from MGM Developers LLC requesting a conditional use variance for property located at 0 Glentana Street Rossville, GA. 30741. Tax map & parcel number 0-133-054. Commissioner Whitfield approved the request.

**VII. Adjournment:** The Public Hearing was adjourned at 6:18PM

**VIII. Public Comment**

{Audio Recording of Public Hearing and comments are on file in Commissioner's Office – 20-09-24}

**IX. Commissioner Comments**

{Audio Recording of Public Hearing and comments are on file in Commissioner's Office – 20-09-24}

Minutes approved by:

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Shannon K. Whitfield  
Sole Commissioner  
Walker County Georgia

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Date

Minutes prepared by: Walker County Clerk, Rebecca Wooden



**Walker County Governmental Authority**  
***Office of the Commissioner***  
**101 South Duke Street, P.O. Box 445**  
**LaFayette, GA 30728**  
**706-638-1437**

**Minutes of the Regular Scheduled Meeting**

**September 24, 2020**

**I. Call to order**

Commissioner Whitfield called to order the Regular Scheduled Commissioner's Meeting held at Annex III, 201 S. Main Street, Lafayette, Georgia at 6:18 PM on September 24, 2020.

**II. Attendees:**

The following persons were present: Commissioner Shannon Whitfield Public Relations Director Joe Legge, Planning and Zoning Director David Brown, Fire Chief Blake Hodge, Legal and Policy Director David Gottlieb and County Clerk Rebecca Wooden, Other guests signed in at the meeting as well, please see the attached sign in sheet.

**III. New Business**

- I.** Commissioner Whitfield welcomed everyone for attending. He asked if anyone had any comments or questions concerning the minutes from our September 10<sup>th</sup> and September 17<sup>th</sup> meetings, there were none and he signed the minutes into record.
  
- I.** Commissioner Whitfield stated before reading Resolution R-024-20 under the previous administration Walker County made the decision to exit the ambulance business. It was not a business that was going favorable for the County at the time. And so the previous administration made the decision to put out for proposal to sell the assets of the ambulance service and to find a new provider to do that under a contract basis and to work that out where they would take over that operation providing ambulance service for five-year period of time. Under state law, every county's responsible to make sure ambulance

services are provided in their jurisdiction of area that they have. Walker County wanted to make that change and they put a request out for proposals and the prior administration made the decision to engage with Puckett EMS ambulance service on a five year contract commitment with a \$250,000 annual subsidy. So we are coming on the sunset of that agreement that is almost run its full course. And so back just a few weeks ago to do the right thing and to do what's in the best interest of our County and our tax payers, as we put it back out for requests, for proposals to give a competitive environment for anyone that wanted to submit a proposal on providing services. And also in that RFP we had some additional requirements that we wanted to meet to provide a higher level of service. We wanted to go from providing just four ambulances in our County that are 24/7, 365 days to increase that to five back when Walker County ran this service back five plus years ago, there was five ambulances that were being provided. I understand that got reduced to four under the contract commitment. We wanted to increase this five and so that was a major change. The main reason for do that as our County is growing, our call volume has consistently been moving in an upward trend. We just wanted to be able to at this time of review of contract and what we wanted to do, to be able to review what a higher level of service, which would be, we were very grateful and very excited that we had five ambulance service providers that came and gave us a very detailed, very comprehensive plans in their proposal. Most of those doc packets were, you know, about an inch and a half thick of information and their financial records and all that was required. Everyone did an outstanding job in providing that information. Our legal attorney David Gottlieb, and also Blake Hodge and his team went through those in great detail to make sure that those that were submitting their proposals, met the criteria and also to make a recommendation to us at the commissioner's office of what they recommend in a summary. We were able to look very closely at the proposal Chi Memorial presented and what their request was. They asked if we could take and provide a million dollars upfront, so they could make the capital investment in the new ambulances and associated equipment that needs to go on those trucks, that they would provide five ambulances for a four year commitment, which is what we were looking for. If you do the math, that's still at \$250,000 a year average, which would equal that million dollars, but they just need those funds up front in order to buy the equipment. The other service providers were much more costly than that. The recommendation that was made to me was to accept the proposal from CHI Memorial because it offered us the best overall value. At this time Chief Blake

Hodge is here, who's our Fire Chief and EMA Director. I'm asking Blake if he wanted to maybe cover a little bit or an outline of the review process that he went through and talks about any highlights from those proposals. Chief Hodge stated, "Thank you Commissioner. I'd like to start by thanking all those in there, some present that submitted the proposals again. It was a good process and there were a lot of committed proposals submitted and a special thanks to Puckett EMS, there's representation here tonight. I want to be clear that this is in no way happening because of any kind of a breach of contract. The current contract has been a professional service provided by Puckett EMS over the last four and a half years. As you mentioned, we have to do our due diligence for the citizens and the review process. My view is based on the overall subsidy that was presented, which is the cost to the County, the regional stability from each one that submitted experience in 911 the ability to support Walker County with expanded services they provide regionally. One thing that we also put in there, we added the fifth ambulance, but we also will now have a 24 hour shift supervisor for the EMS, which is a component that was not in the contract previously. So that that's a big addition. So in reviewing, not only was the subsidy strong for Chi Memorial, but standing out to me is the regional stability that they have their hospital based. And not only in Chattanooga, but our local hospital. So I'm looking forward to expanding on that relationship. And I believe that we will see successes in the future as a result." Commissioner Whitfield asked if there were any other questions or comments on this. He stated he was going to go ahead and sign this resolution into the minutes and then I'm going to invite if they want to make their way on up the folks from CHI Memorial, then we'll let them come up here to the podium if they want to bring their team up and make a few comments, introduce yourself. Good evening. My name is Paul Feaster. I am the Director of EMS for CHR Memorial Hospital EMS, Janell Riley, CEO of CHI Memorial Healthcare, Duane Sherman, he's the Operations Manager for EMS and Andrew McGill, Senior Vice President for CHI Memorial. I would like to say first off, thank you for having us and thank you for the RFP process. It was a really good process to go through. I felt that was fair. And it was it was a good process and we look forward to the partnership for Walker County, hopefully for more than four years you know, we have a vested interest in the community with our clinics and hospital and we look forward to this relationship for a long time. Commissioner Whitfield stated this actually goes into effect February. February one is that is the date that was in the RFP. So that's our target date that this transition will take place. Puckett EMS is still providing services and will through the end of January. We'll have a

smooth transition and I'm glad that Chief Hodge pointed out there hasn't been any issues with our current level of service or care. We've been very, very happy with Puckett. They've been great to work with it just comes down to the financial decision based off of the RFPs. It really put us in a good position that we need to be in so thank you all for being here and coming down from your home offices up in Chattanooga. And we look forward to working with y'all and thank you for giving us such a great RFP.

- II.** Commissioner Whitfield explained Purchase Order 2020-00001766 to Progressive Communication for cameras at the Sheriff's office in the courtroom. Basically what this is allowing us to take some of our COVID funding to invest in a capital project that will allow for a video camera conferencing recording from our Sheriff's office to the courtroom. The judge can be in the courtroom and this would keep the person that's got a case where they do not have to be exposed to other people or be transported. We're trying to utilize technology to be able to work more efficient and to keep everyone safe. This is a purchase order of \$24,120.92, as we make capital purchases that exceed \$15,000, we always liked to bring those to you publicly. Talk about them; answer any questions Major Freeman is here tonight. He can answer any additional questions. This is an investment in our technology and will be funded with cash dollars from our COVID funding that we receive from the state. Commissioner Whitfield approved and signed this purchase order.
- III.** Next item is purchase order 2020-00001825 to Southern Emergency Products, LLC, for new vehicle equipment to, for the Sheriff's Department. A couple of months ago we were able to approve a purchase order for some new police vehicles, Ford Explorers. We're very excited about the Sheriff's office getting those vehicles. This purchase order is a Southern Emergencies product for \$32,690.38 for new vehicle equipment for the new vehicles that have been purchased. This is in their general fund budget and will also be paid in cash and come out of their capital operating budget. Being over \$15,000, we'd like to bring these publicly so you as citizens can ask questions and understand how your tax dollars are being invested. Commissioner Whitfield approved and signed this into the record.
- IV.** Commissioner Whitfield reviewed the request from Michael & Deborah Freeman requesting a rezone from R-3 to C-1 for property located at 524 Mission Ridge Road Rossville, GA. 30741. Tax map & parcel number 0-140-009. He stated the Planning and Zoning Commissions

recommendation agreed with this request and he was going to approve this request.

- V. Commissioner Whitfield reviewed MGM Developers LLC requesting a conditional use variance for property located at 0 Glentana Street Rossville, GA. 30741. Tax map & parcel number 0-133-054. He stated that the Planning and Zoning Commissions recommendation was to approve and he was going to approve this request as well.

IV. **Adjournment:** The Regular Scheduled meeting was adjourned at 6:38 PM

VIII. **Public Comment**

{Audio Recording of Regular Scheduled meeting and comments are on file in Commissioner's Office – 20-09-24}

IX. **Commissioner Comments**

{Audio Recording of Regular Scheduled meeting comments are on file in Commissioner's Office – 20-09-24}

Minutes approved by:

\_\_\_\_\_  
Shannon K. Whitfield  
Sole Commissioner  
Walker County Georgia

\_\_\_\_\_  
Date

Minutes prepared by: Walker County Clerk, Rebecca Wooden





**Walker County Governmental Authority**  
***Office of the Commissioner***  
**101 S. Duke Street**  
**LaFayette, Georgia 30728**  
**706-638-1437**  
**Minutes of the Scheduled Public Hearing**  
**September 24, 2020**

**I. Call to order**

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**II. Attendees**

The following persons were present: Commissioner Shannon Whitfield, Public Relations Director Joe Legge, Planning and Zoning Director David Brown, Fire Chief Blake Hodge, Legal and Policy Director David Gottlieb and County Clerk Rebecca Wooden. Other guests signed in at the meeting as well, please see the attached sign in sheet.

**III. Invocation:**

Given by Commissioner Shannon Whitfield

**IV. Pledges :**

United States Flag and Georgia Flag

**V. Open of Public Hearing:**

Commissioner Whitfield explained we have released this budget on our website. There is a 16 page summary of our general fund. And then we also have a separate enterprise fund and special revenues fund that is separate. We'll go through that and make some highlights. But this year we are projecting some of our revenues to be down. Our physical year runs October 1st through September 30th; we're coming to a close of our current 2020 fiscal year and getting ready to

enter into our FYI 2021 budget. To follow the guidelines by the state of Georgia that all local governments have to follow the budget has to be presented and there has to be a notice in the paper. We published this on our website and shared the link to it off of Facebook. Also, we make this available for people to look at and view or people can submit comments or questions to the commissioner's office. We are required to have a public hearing for people to be able to come and ask any questions or place comments about the budget in public. This year, as well as last year, we actually held two meetings. The minimum requirement is one, but we decided to hold two meetings. We had one last week up at the Civic Center at nine o'clock in the morning, to try and give an option for people to be able to come in the morning time and located in the center of the County. This is a little easier accessibility to facilities and just hoping maybe people would want to come out. We did have one attendee that was able to join us. We went through and an overview and highlights. We also did record that meeting and it is also on our YouTube channel. We do have copies of the budget on the table. Again is on our website along with past years budgets and information. This format shows what the budget was on the prior years and shows what the review is. Our actual final adoption of a budget is scheduled for Wednesday, September the 30th at 12 noon at the commissioner's office; this will be the final adoption of the budget. We wanted to make sure we had time after a public hearing to get back with anyone on any questions they may have, anything that we needed to research or anything we need to look into. We actually set our adoption of the budget a few days later and we'll do that at 12 noon at the Commissioner's office. One thing that has come up in question about our budget is how come the projected revenue is down, you know, almost \$2 million or so from the prior year. And part of that is this budget cycle, we don't have the fee or as we'll call it a tax that had to be placed three years ago to settle the debt with the Hutcheson lawsuit of the \$8.7 million. So there's a little over \$2 million that we do not have to collect that revenue anymore. So it's actually, the citizens are paying less money. It reflects that here in this budget, but the offsetting of the expenses is also less. We do have to, by state law present a balanced budget; we have, have done so, but keep in mind that this is a working document. As different people look at this and we get comment and as things move forward, there is always the possibility that something might get slightly modified or tweaked a little bit before the actual final passage, but anything like that would get updated immediately on the website. I don't anticipate any major changes, but I always like

to give that disclaimer, that it is a work in progress and it is quite a complex budget. I think when you look at all the special revenues funds and the departmental funds and the operational funds that we have with our landfill and Mountain Cove Farms, different things, I think there's over about 70 plus different budget categories that we go through. And, you know, you're dealing with over \$30 million of actual line items. So our total projected revenue, one thing I wanted to mention on the first page is fines and forfeitures. We are projecting a little bit down on what those fines and forfeitures would be by round numbers, a couple of hundred thousand dollars because our court systems are not able to run at full capacity like they have been. We have seen already a decrease this year in our revenues, that's normally generated through the judicial system. Since our fiscal year again starts in October and they're still judicial orders that limit the courtroom activity and jury trials and things of this nature. We are projecting a lower number there. Everything's laid out there on the revenue, but this is broken out by the different departments. And so you have a summary of the personnel services and employee benefits, which covers the employees, taxes, insurance, and personnel costs in its entirety, purchase contracts and services. Anything from copier maintenance to any type of services provided by third party vendor, supplies are pretty straight forward, pretty much, supplies to run the office or shop, different things like that. Those supplies are capital outlay. We do break that out separately, to show any capital outlay. That's pretty much in most all of these, the three categories that you're going to see, you will see on a couple of them some inner governmental department of funding, this done and other cost. It's usually some miscellaneous, but overall personnel operations and capital is pretty much our three budget categories. The second part of this, you have what is referred to as special revenues. Our other funds that we have are everything from the law library to any grants that comes in. This also includes the funding for drug court. Also this year, it has in here the hotel motel tax is being collected in Walker County, but also the 911 center separated since there's a separate revenue string for that. I think it is per month, it's charged on any phone bill in the state. So there's a revenue stream for that 911 center. It doesn't

quite cover all of the operational costs for the 911 center, but it has gotten closer in the last year with the state making some changes on how those are reported. Now, all of the fees that are collected from all the telecoms actually go to the state and the state reconciles that and pushes that back out to local government and that has actually made it fairer and balanced for local governments. Our Fire Department is in here since they have a revenue stream, the public safety fee each year. And so both and all of these subcategories have to have a balanced budget as well. So the 911 center has a balanced budget. The Fire Department has a balanced budget. And as you go through this, you will also see in here, I'd mentioned the Landfill operation is in here. It has a balanced budget. And then you get into the Mountain Cove Farms operation, which is balanced with a, with a revenue from the general fund to cover because that operation is still not fully safe, self sustainable. We've gotten a lot closer, but there's \$91,764. That's an inner fund transfer from the general fund to Mountain Cove Farms to offset that budget. So it is balanced from the general fund, but in past years in the prior year that I came in office that was closer to about a half a million dollars that was coming out of the general fund offset that, and was as high as 925,000 in its first couple of years when the restaurant operation was going. That's much more manageable now that we're under a hundred thousand dollars and we have been the last several years. So are there any questions, comments about the Budget? Hearing none Commissioner Whitfield approved and signed this into record.

**VII. Adjournment:** The Public Hearing was adjourned at 6:11 PM

**VIII. Public Comment**

{Audio Recording of Public Hearing and comments are on file in  
Commissioner's Office – 20-09-24}

**IX. Commissioner Comments**

{Audio Recording of Public Hearing and comments are on file in  
Commissioner's Office – 20-09-24}

Minutes approved by:

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Shannon K. Whitfield  
Sole Commissioner  
Walker County Georgia

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Date

Minutes prepared by: Walker County Clerk, Rebecca Wooden



**Walker County Governmental Authority**  
***Office of the Commissioner***  
**101 South Duke Street, P.O. Box 445**  
**LaFayette, GA 30728**  
**706-638-1437**

**Minutes of the Special Called Commissioners Meeting**  
**September 30, 2020**

**I. Call to order**

Commissioner Whitfield called to order the Regular Scheduled Commissioner's Meeting held at Walker County Courthouse Annex III, 201 S Main Street, Lafayette, Georgia at 12:00 PM on September 30, 2020.

**II. Attendees**

The following persons were present: Commissioner Shannon Whitfield, Legal and Policy Director David Gottlieb, Public Relations Director Joe Legge, Walker County Clerk Rebecca Wooden. Other guests signed in at the meeting as well, please see the attached sign in sheet.

**III. New Business:**

- I. Commissioner Whitfield read Resolution R-025-20 and explained there has been one modification made to the budget. It did not change the overall revenue structure or the total expenditure structure, but there was \$12,725 that we had under human resources that was no longer needed as we first thought. So those funds were moved over into the tax commissioner's personnel budget. So you'll see a reduction of \$12,725 from what the original proposal was and human resources. And that exact amount was added to the personnel budget of the tax commissioners budget. But we have presented a balanced budget of revenues and expenses of \$28,364,000 even would that one modification since our two public hearings, any questions or comments on this resolution and proposing or approval of the general fund hearing? Hearing none Commissioner Whitfield approved and signed this into the record.

- II. Commissioner Whitfield read Resolution R-026-20 and explained there has been no changes to this, our last public hearing, which was on September 24th. At that time, there were a couple of categories that had been omitted accidentally, one being the hotel motel tax. And I think there were a couple of other revenue funds. It just got overlooked into printing. So that was republished on the 24th of September. And everything stands as it did on the 24th. Is there any questions or comments on the enterprise funds or special revenue funds hearing none Commissioner Whitfield approved and signed this into the record.
- III. Commissioner Whitfield read Resolution R-027-20, he explained exhibit C that has been signed off by the sheriff is a list of inoperable tasers X 26 units, to declare the property unserviceable to be sold or disposed of allowed by law. And they've listed serial numbers.
- IV. Commissioner Whitfield discussed Purchase Order 2020-00001844 to Prater Ford for the purchase of 1 Ford Explorer for the Sheriff's Department in the amount of \$32,747.24. Commissioner Whitfield stated that the Sheriff was in attendance and asked if he had any comments. Sheriff Wilson stated these were funds that were in the budget already for 2020, so this is coming out of the 2020 budget.
- V. Commissioner Whitfield reviewed Purchase Order 2020-00001895 to Weathers Roofing. for the building improvements, the removal and replacement of the entire roofing at the Rossville athletic center. This is for a total cost of \$261,000. I did want to give a little more explanation on this one. The roofing, let me backup. First of all, the Rossville Athletic Center there in the city of Rossville was formerly the Rossville High School gym. That facility was built and furnished by the Peerless Company by the Hutcheson family for Rossville High School. As my understanding is that when Rossville high school and Chattanooga Valley high school consolidated and became Ridgeland high school, that the gymnasium was donated to Walker County for public use for the community. So Walker County has owned that property after that donation for quite some time. That is an older building, but it's structurally foundation wise walls and everything is a very solid built building and it gets a lot of use. There's a lot of children's activities and social events and a lot of different things that go on there. I'd say the buildings probably utilize four to six times a week, maybe more and the roofing system has been leaking probably for a decade. I know when I came in office, it was one of the things that was brought to my

attention. We took a look at it and we just didn't have the funding at the time to even approach that roof. And so weed has obviously got worse and we're risking structural damage to the building such as the gym floor and things that have been well-preserved over the years. If we don't get the roof fixed we got several estimates on this. Some of them as much as over \$600,000 to replace the roof, and this is the complete removal of the roofing all the way down to the decking. They're telling me that there's four different layers of roofing on this building, where the roof has been upgraded over the years. I know we've patched on this roof every year since I've been here and just not being able to control the leaks longterm. This is a great price to have that entire roofing system stripped down all the way to the decking. We're going to have some decking that it won't be damaged. It's gonna have to be replaced and they'll haul everything off. So I know there are questions and some people think that the city of Rossville owns the building and to my knowledge, they never have. It's always been either the Hutchinson family or the County but Carthell Rogers does a great job with working with the children in the community and allows them to utilize the facility. He also coordinates a lot of Rec ball sports events in the facility, cheerleading and other things. And then they always do a big Christmas for the kids and needs in that community. So this is a project to keep the integrity of that building in place that we need. And it is an asset of the County and we need to be able to continue to maintain and upgrade our roofing systems. We still have many more buildings to go and we have serious roof problems, but this was the next one on the list to try to get this done before winter. The kids will be able to use it for the following winter sports. Are there any questions on this purchase order? And this also is in our 2020 budget. So we did have capital funds allocated for building improvements, that's in the budget. So this is within our budget.

- VI. Commissioner Whitfield reviewed P.O. 2020-00001897 for T L C Tri State Laundry Company for five washers, extractors and dryer cabinets and installations for the fire department. We're utilizing some of our cares act funding for this is y'all know. We learned a lot from 911 about the pollution and carcinogens. There are the things that these firemen first responders breathe. It's recommended that after every fire event that they're turnout gear is laundered properly. So this will give our fire department, the equipment to be able to do that, to better protect the health and safety of our employees, and try to help mitigate any health conditions that may come from the contaminants to get onto their gear. So these five sets are \$130,790.
  
- VII. We do have a quick claim deed between Walker County government and the Walker County board of education. I'm not



gonna read all of the legal ease of this, but I did want to speak to this briefly. Then we'd have our County attorney here that has worked on this, but I'm back. I think it's probably been eight to 12 years ago. I'm not really sure the exact timeline without looking, but the lion's club at that time had entered into an agreement with the County to actually construct a playground using some splash dollars. Well, that project, in order to do that, to use County dollars, you had to have ownership of the property. So the lions club agreed with the County and they took out a center portion of that property and deemed it an area to build a playground using splash dollars. Needless to say, that never happened, unfortunately for the community that never happened. And so recently it's probably been about six or seven months the lion's club approached the County because they were working in agreement with the school system. The lion's club is working an agreement with the school system for all of that property and complex to go to the school system. So in order to make all of this work and for everybody to get what they're after on this, we needed to take in quick claim over the property that's owned by the County government, fulfill the wishes of the Chattanooga Valley Lions Club by quick claiming this property over to the Walker County Board of Education. And that's what this document does. David Gottlieb has worked with Ron Womack, the attorney for the school board. The school board has been involved along with Daymon Rains, also working in collaboration with the Lions Club once again. So this is just clearly to document that this property is going to the school system, part of the wishes of the Lion's Club. Commissioner Whitfield asked Mr. Gottlieb if he had anything he wanted to add. Mr. Gottlieb stated, "No, sir. I thank you, that accurately summarized the circumstances. I have reviewed the legal description and it is accurate and I feel like it is okay, Commissioner Whitfield explained, "There's not any financial exchange here at all. There's no monetary gain for the County. This is just to put the school system in a position where they can actually invest funding into that another one of the ball fields now for middle school and they want to take and make some significant upgrades to that complex. So it can be utilized by the children of Walker County to be able to host ball games and things, school property. So this is our portion of that.

**IV. Adjournment:** The Commissioner's Meeting was adjourned at 12:20 PM

**VIII. Public Comment**

{Audio Recording of Regular Scheduled Commissioner's Meeting  
and comments are on file in Commissioner's Office – 20-09-30}

**IX. Commissioner Comments**

{Audio Recording of Regular Scheduled Commissioner's Meeting  
comments are on file in Commissioner's Office – 20-09-30}

Minutes approved by:

\_\_\_\_\_  
Shannon K. Whitfield  
Sole Commissioner  
Walker County Georgia

\_\_\_\_\_  
Date

Minutes prepared by: Walker County Clerk, Rebecca Wooden



**RESOLUTION R-028-20**

**A RESOLUTION OF THE SOLE COMMISSIONER OF WALKER COUNTY TO SUPPORT THE SUBMISSION OF A PRE-APPLICATION FOR A LAND AND WATER CONSERVATION FUND GRANT TO BENEFIT THE CITIZENS OF WALKER COUNTY**

**WHEREAS**, the Congress has established a federal Land and Water Conservation Fund (LWCF) to conserve irreplaceable lands and improve outdoor recreation opportunities throughout the nation; and

**WHEREAS**, Walker County owns and operates an unnamed recreational park on the grounds of the Walker County Civic Center campus and desires to make improvements so that children of all abilities could utilize this community asset; and

**WHEREAS**, Walker County will submit a pre-application for a LWCF grant during the current grant cycle to assist with renovations to the current playground at this location; and

**WHEREAS**, Walker County further agrees that in the event the County's pre-application is recommended for funding by the Department of Natural Resources, Walker County certifies and assures that it has the ability and intention to finance 50 percent of the total project cost, using voter approved Special Purpose Local Option Sales Tax (SPLOST) funds; and

**WHEREAS**, Walker County agrees to move forward with due diligence to prepare, or have prepared, appropriate documentation required for a formal LWCF application; and

**THEREFORE, BE IT RESOLVED** by the Sole Commissioner of Walker County, Georgia that Walker County authorizes up to \$200,000 from the 2020 SPLOST as a match for the grant, if it is awarded, of LWCF for improvements to the unnamed park on the Walker County Civic Center campus.

**SO RESOLVED AND ADOPTED** this 8<sup>th</sup> day of October, 2020.

**ATTEST:**

**WALKER COUNTY, GEORGIA**

\_\_\_\_\_  
REBECCA WOODEN, County Clerk

\_\_\_\_\_  
SHANNON K. WHITFIELD, Sole Commissioner

September 23, 2020

Honorable Shannon K. Whitfield, Sole Commissioner  
Walker County Commission  
101 South Duke Street  
Lafayette, Georgia 30728

Re: OneGeorgia Special Purpose Award #19si-146-1-5017

Dear Commissioner Whitfield:

Congratulations on the selection of your project as a recipient of a OneGeorgia Special Purpose Award. These funds in the amount of \$75,000 are budgeted to assist with the construction of a partially enclosed pavilion for the Walker County Board of Education Saddle Ridge School Rock Spring Outdoor Learning Lab.

Enclosed are the Statement of Award, Statement of Special Conditions, and Approved Budget that have been placed on the award. Also enclosed are the forms with instructions to be used in the administration of your project.

Please note your acceptance of this contract document makes you responsible for adherence to all award requirements. After careful study of both Statements of Conditions, please acknowledge your acceptance by signing all copies of the Statement of Award, Statement of General Conditions, Statement of Special Conditions, and the Approved Budget. Once signed, the original copy (white) of the Statement of Award, original Statement of Special Conditions, original Statement of General Conditions, Approved Budget, and Statement of Revisions, if any, must be returned to the **OneGeorgia Authority, Georgia Department of Community Affairs, 60 Executive Park South, NE, Atlanta, Georgia 30329**.

The pink copy of the Statement of Award and copies of other award documents should be retained for your files. The award does not become effective until we receive all executed copies. Also, the Vendor Management Bank Account Form, signature card necessary for drawing down funds and the agreement to provide independent audit reports should be returned with your executed award documents.

If you have any questions concerning this award, please do not hesitate to contact Alyssa Justice, OneGeorgia Program at (470) 225-0592.

Sincerely,

  
G. Christopher Nunn  
Commissioner

CN/bs

Enclosures as stated

cc: Patrick Vickers, DCA (by email)

# ONEGEORGIA AUTHORITY PROJECT CHECKLIST

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## Within 30 Days of Award:

- \_\_\_\_\_ Carefully read and review ALL information received.
- \_\_\_\_\_ Execute TWO sets of Original Award Documents (white and pink).
- \_\_\_\_\_ Return the **white** set of Original Award Documents to DCA.
- \_\_\_\_\_ If applicable, the recipient should begin clearing Special Conditions.
- \_\_\_\_\_ Review and complete ALL Financial/Administrative forms.
- \_\_\_\_\_ Return original of all forms along with a voided check from a non-interest bearing, separate checking account to DCA. Do not complete Section 3 on the Vendor Management Form. A sample is included for your convenience. Voided check must have vendor name printed on the check. A generic counter check will not be accepted. If voided check with vendor name is not available, please submit a bank letter in its place. The bank letter should be printed on bank letterhead, reference the routing and account numbers, reference that the account is non-interest bearing, and be signed by a bank official.
- \_\_\_\_\_ Submit a W-9 for recipient of funding

## Prior to Drawdown of Funds:

- \_\_\_\_\_ Submit documentation to clear special conditions that reference "prior to drawdown."
- \_\_\_\_\_ Verify clearance of pre-drawdown special conditions and fund availability.
- \_\_\_\_\_ Ensure progress report has been filed within the past 6 months. Progress Reports are due on a semi-annual basis. Email executed reports to oed@dca.ga.gov.

## To initiate Drawdown of Funds:

- \_\_\_\_\_ Time your request so that you have a 10 to 14 day window before funds are needed.
- \_\_\_\_\_ Complete "Request for Drawdown of Funds" per instructions.
- \_\_\_\_\_ Compare Budget Breakdown to your draw request for line item codes and allowable amounts.
- \_\_\_\_\_ Review drawdown request for acceptable authorized signatures.
- \_\_\_\_\_ Attach cost documentation that has been reviewed, reconciled and initialed as accepted by the recipient as to accuracy and completeness.
- \_\_\_\_\_ Submit an electronic copy of the draw request along with legible copies of sufficient cost documentation to oed@dca.ga.gov.

# ONEGEORGIA AUTHORITY PROJECT CHECKLIST

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## Grant Close-Out Procedures:

- \_\_\_\_\_ Complete any remaining Special Conditions listed that must be cleared prior to close-out and final drawdown of funds.
- \_\_\_\_\_ Complete final drawdown request for remaining funds.
- \_\_\_\_\_ Complete in detail the Project Final Report; additional supporting documentation may be attached.
- \_\_\_\_\_ Provide timely independent audit report each fiscal year of the project. A Source and Application of Funds Schedule and a Project Cost Schedule for all OneGeorgia funds must be included in the audit report.
- \_\_\_\_\_ Retain grant documents for 3 years after close out process.

Progress Reports, Draw Requests, and Special Condition documentation may be emailed to [oad@dca.ga.gov](mailto:oad@dca.ga.gov).

**Please include the grant award number and type of documentation in the subject line, e.g., 17gq-xxx-x-xxxx – Special Condition #4 or Draw #1**

Hard copy documentation is also accepted at:

OneGeorgia Authority, Georgia Department of Community Affairs, P.O. Box 15481, Atlanta, GA 30333

# Georgia Department of Community Affairs

## Statement of Special Purpose Award

Recipient: Walker County

Date of Award: 9/23/2020

Special Purposes: \$75,000

Award Number: 19si-146-1-5017

Type Grant

Award Period: From 9/23/2020 To 3/23/2022

An award is hereby made in the amount and for the period shown above as authorized under O.C.G.A. 50-34-1 et seq. and by resolution of the Board of the OneGeorgia Authority, to the Recipient indicated above, in accordance with the plan set forth in the application submitted by the Recipient and subject to any attached revisions and conditions.

This award is subject to all applicable laws, rules, regulations and conditions prescribed by the OneGeorgia Authority's Special Purpose Regulations and Guidelines as well as all applicable provisions contained in state law. It is also subject to such further rules, regulations and policies as may be reasonably prescribed by the State and the OneGeorgia Authority consistent with the purposes and authorization of O.C.G.A. 50-34-1.

This award shall become effective on the beginning date of the award period shown above, provided that within thirty (30) days of the award execution date (below), the properly executed original Statement of Special Purpose Award and any attached properly executed revisions and condition statements are returned to the OneGeorgia Authority, Georgia Department of Community Affairs, 60 Executive Park South, NE Atlanta GA 30329.

For the  
**ONE GEORGIA AUTHORITY**  
By The Georgia Department of Community Affairs

This award is subject to the approved budget and general conditions. (attached)

This award is subject to special conditions. (attached)



Commissioner

9/23/20

Date Executed

I, \_\_\_\_\_, acting under my authority to contract on behalf of the recipient, hereby signify acceptance for the recipient of the above described Award on the terms and conditions stated above or incorporated by reference therein.

Date of Acceptance: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title (typed)

**Georgia Department of Community Affairs**  
**Statement of Special Purpose General Conditions**

Recipient: Walker County

Award Number: 19si-146-1-5017

1. Unless otherwise stated, upon approval of the OneGeorgia Authority, up to 90% of the total award may be drawn down as soon as the award documents are properly executed, special conditions (if any) cleared, and appropriate cost documentation submitted. Draws will be processed on an as-needed basis but no more than twice per week. OneGeorgia reserves the right to withhold payment of the final 10% of the grant award until after completion of the OneGeorgia portion of the project and satisfactory submission of all interim or final reports (depending on overall project status) and copies of cancelled checks, bank statements and/or other appropriate documentation related to the OneGeorgia-funded activities of the project.
2. Recipient's internally adopted procurement procedures must meet applicable state and local requirements (e.g., HB 1079). The procedures will be adhered to and proper documentation shall be maintained in the program file so as to document such adherence.
3. Drawdowns for construction costs and/or professional services shall be disbursed to the recipient subject to OneGeorgia's approval of copies of vendor invoices or paid invoices, properly completed drawdown forms and, if applicable, properly completed certification forms (e.g. AIA or similar). If force-account labor is used, recipient shall provide cost documentation that is certified by the appropriate local government official. This information should include, but not be limited to, the number of labor and/or machinery hours and their hourly rates. All invoices must clearly display either the name of the project, or the OneGeorgia award number.
4. Drawdowns for machinery and/or equipment shall be disbursed to the recipient based on approved unpaid or paid vendor invoices. All invoices must show the recipient as the "bill-to" entity or else be accompanied by secondary documentation (e.g., bill of sale) that indicates title to and ownership of the subject machinery and/or equipment has been transferred to the recipient. All invoices must clearly display either the name of the project, or the OneGeorgia award number.
5. Drawdowns for land acquisition must demonstrate the acquisition cost (e.g., purchase option and/or sales contract). Within 45 days of drawdown, documentation evidencing the land acquisition (i.e., executed settlement statement and a properly recorded deed evidencing the recipient's fee simple title to the land) must be forwarded to the OneGeorgia Authority. If the land was acquired with interim financing, the recipient must submit evidence of secured interim financing (i.e., executed loan papers). In such a case, within 45 days of drawdown, the recipient must provide OneGeorgia with evidence that the interim financing has been paid off (i.e., satisfied or paid promissory note and release of any security interest in the land) and a copy of the recorded deed evidencing the recipient's fee simple title to the land.
6. The recipient agrees to provide for the balance of funding for any cost overruns that exceed award amount.
7. The recipient certifies that all assets financed with OneGeorgia funds will be publicly owned property and that appropriate documentation evidencing such ownership will be available for OneGeorgia review.
8. The recipient certifies that before engaging in any land-disturbing activity and before acquiring real property, it will comply with the Environmental Policy Act (O.C.G.A. § 12-16-1 et seq.) and any other applicable laws and regulations.
9. The recipient certifies that the project is in compliance with the applicable local government's Comprehensive Plan, as approved by the State, is consistent with the applicable community's adopted Service Delivery Strategy and is in compliance with the State's rules governing Developments of Regional Impact. Furthermore, the appropriate local government is a Qualified Local Government as certified by the State.

Date of Acceptance: \_\_\_\_\_

\_\_\_\_\_  
Title (typed)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name (typed)

(Please Sign Pages 1, 2, and 3)



Georgia Department of Community Affairs
Statement of Special Purpose General Conditions

Recipient: Walker County

Award Number: 19si-146-1-5017

- 10. Where applicable, the recipient agrees to obtain approval from the Georgia Environmental Protection Division for the project's plans and specifications as required.
11. The recipient certifies that no applicable state laws, rules, regulations or applicable local ordinances shall be violated in carrying out this project and expending OneGeorgia funds.
12. The recipient certifies that no conflicts of interest exist with regard to this project.
13. The recipient certifies that without limitation of any other condition, OneGeorgia funds shall not be used to pay the cost of entertainment.
14. All applications as well as supporting documentation submitted to the OneGeorgia Authority shall be subject to the provisions governing Georgia Open Records requests.
15. Local government recipients shall maintain their accounting records in accordance with the Uniform Chart of Accounts for Local Governments in Georgia.
16. Development Authorities with powers set forth in Chapter 62 of Title 36 of the Official Code of Georgia Annotated must adhere to O.C.G.A. § 36-62-7 and any other applicable law or regulation when selling or leasing assets funded in whole or in part with OneGeorgia funds.
17. The OneGeorgia award will remain "open" until the entire project (including activities funded by other sources) is complete.
18. The recipient will be responsible for submitting semi-annual progress reports to the OneGeorgia Authority for the term of the award.

Date of Acceptance: \_\_\_\_\_

Title (typed)

Authorized Signature

Name (typed)

**Georgia Department of Community Affairs  
Statement of Special Purpose General Conditions**

Recipient: Walker County

Award Number: 19si-146-1-5017

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19. The Recipient, by signing these Conditions, is certifying that it will comply with the requirements of O.C.G.A. § 50-36 entitled "Verification of Lawful Presence Within United States" and verify the lawful presence in the United States of any natural person 18 years of age who has applied for state or local public benefits, as defined in 8 U.S.C. Section 1621, or for federal public benefits, defined in U.S.C. Section 1611, that is administered by an agency or a political subdivision of this state.
  
  20. The Recipient, by signing these conditions, is certifying that it will comply with the requirements of O.C.G.A. § 13-10-91 under Article 3 entitled "Security and Immigration Compliance." This requires, among other things, that every public employer, including, but not limited to, every municipality and county, will register and participate in the federal work authorization program to verify employment eligibility of all newly hired employees. For more information, including a link to the Homeland Security website and the I-9 Form requirements for all new employees, see the OGA Recipient Manual and Forms Page at: <https://www.dca.ga.gov/community-economic-development/funding-programs/onegeorgia-authority>
  
  21. The OneGeorgia Authority expects that all assets constructed, improved and/or purchased with OneGeorgia funds will be used for the approved use for no less than five years from the award date. OneGeorgia should be contacted immediately if there is a proposed change in use. OneGeorgia will require repayment of the award in the event a facility and/or asset is converted to an ineligible use or from public ownership.
  
  22. For EDGE projects only: the recipient certifies that in accordance with Section 413-2.05(6) of the EDGE regulation, it will be accountable for this state EDGE expenditure made in partial consideration of assisting the recipient in fulfilling its mission as outlined in its EDGE application, local inducement resolution and local development agreements.
  
  23. The Equity and EDGE programs generally require all Special Conditions to be cleared before funds can be drawn down. **Requests for drawdown of Equity or EDGE funds must be accompanied by adequate supporting cost documentation (including approved pay request(s) and/or invoices), certified by the Authority to demonstrate local oversight, and copies provided of cancelled checks or EFT payment verification for the cost documentation being submitted. No funds will be paid without complete documentation to support the drawdown request.**

Date of Acceptance: \_\_\_\_\_

\_\_\_\_\_  
Title (typed)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name (typed)

(Please Sign Pages 1, 2 and 3)

# Statement of Special Conditions

Recipient Walker County

Award\_No 19si-146-1-5017

01. Prior to drawdown of funds, the recipient must submit for OneGeorgia Authority approval final executed copies of the bid specifications and tabulations and contract(s) for the proposed project. (Please submit all required documents at one time).

Date of Acceptance: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name (typed)

\_\_\_\_\_  
Title (typed)



# Georgia Department of Community Affairs

## Statement of Special Purpose Award

Recipient: Walker County

Date of Award: 9/23/2020

Special Purposes: \$75,000

Award Number: 19si-146-1-5017

Type Grant

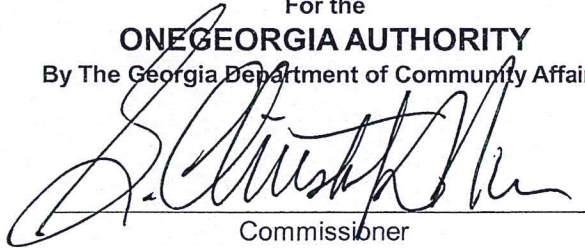
Award Period: From 9/23/2020 To 3/23/2022

An award is hereby made in the amount and for the period shown above as authorized under O.C.G.A. 50-34-1 et seq. and by resolution of the Board of the OneGeorgia Authority, to the Recipient indicated above, in accordance with the plan set forth in the application submitted by the Recipient and subject to any attached revisions and conditions.

This award is subject to all applicable laws, rules, regulations and conditions prescribed by the OneGeorgia Authority's Special Purpose Regulations and Guidelines as well as all applicable provisions contained in state law. It is also subject to such further rules, regulations and policies as may be reasonably prescribed by the State and the OneGeorgia Authority consistent with the purposes and authorization of O.C.G.A. 50-34-1.

This award shall become effective on the beginning date of the award period shown above, provided that within thirty (30) days of the award execution date (below), the properly executed original Statement of Special Purpose Award and any attached properly executed revisions and condition statements are returned to the OneGeorgia Authority, Georgia Department of Community Affairs, 60 Executive Park South, NE Atlanta GA 30329.

For the  
**ONEGEORGIA AUTHORITY**  
By The Georgia Department of Community Affairs



Commissioner

- This award is subject to the approved budget and general conditions. (attached)
- This award is subject to special conditions. (attached)

9/23/20

Date Executed

I, \_\_\_\_\_, acting under my authority to contract on behalf of the recipient, hereby signify acceptance for the recipient of the above described Award on the terms and conditions stated above or incorporated by reference therein.

Date of Acceptance: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title (typed)





Walker County Commissioner's Office  
[walkercountyga.gov](http://walkercountyga.gov)  
[www.facebook.com/WalkerCountyCommissioner](https://www.facebook.com/WalkerCountyCommissioner)

## REGULAR MEETING CALENDAR FOR THE REMAINDER OF 2020 FOR THE GOVERNING AUTHORITY OF WALKER COUNTY, GA

LaFayette, GA – The Governing Authority of Walker County, GA will hold regular public meetings on the following dates during the 2020 calendar year:

October 8, 2020  
October 22, 2020  
November 12, 2020  
November 19, 2020\*  
December 10, 2020  
December 29, 2020\*

\*Regular meetings are typically held on the second and fourth Thursday of each month. There will not be a meeting on Thanksgiving Day or Christmas Eve. The November 19<sup>th</sup> and December 29<sup>th</sup> meetings serve as replacements.

All public meetings are held at 6:00 p.m. at the Walker County Courthouse Annex III building, located at 201 S Main Street in LaFayette, GA.

Those planning to attend will encounter a number of COVID-19 related precautions, such as a temperature screening, sign-in sheet for contact tracing and limited seating so social distancing can be observed. The meeting space can accommodate about 24 people. Face masks are encouraged, but not required. Hand sanitizer will be provided.