

BOARD OF COUNTY COMMISSIONERS

Randy Ognio, Chairman
Charles W. Oddo, Vice Chairman
Edward Gibbons
Eric K. Maxwell
Charles D. Rousseau



FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Tameca P. White, County Clerk
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

AGENDA

January 24, 2019

6:30 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

Call to Order

Invocation and Pledge of Allegiance by Vice Chairman Charles Oddo

Acceptance of Agenda

PROCLAMATION/RECOGNITION:

1. Recognition of Winners of the 2018 Model Water Tower Competition and Water System Staff. (page. 3)
2. Proclamation honoring the life and memory of the late Mayor Herb Frady. (pages 4-5)

PUBLIC HEARING:

3. Consideration of a Petition RP-069-18 to revise the Final Plat of Keyland Woods to add one lot to the subdivision by subdividing Lot 1A into two separate lots; property located in Land Lots 25 & 26 of the 5th District and fronts Lockwood Road & SR 92 South. (pages 6-35)
4. Consideration of a Petition RP-070-18 to revise the Final Plat of North Bend to reconfigure Lot 1 by adding/exchanging property from an adjacent tract; property located in Land Lot 202 of the 5th District and fronts Corinth Road. (pages 36-49)

CONSENT AGENDA:

5. Approval of Resolution 2019-01: Resolution of the Fayette County Commissioners Pledge to Citizens and County Staff on Core Values and Beliefs. (pages 50-51)
6. Approval of staff's recommendation to award Proposal #1576-P for Investment Services to Public Trust Advisors, LLC.(pgs. 52-55)
7. Water Committee recommendation to close the Lake McIntosh Park on Saturday, March 16, 2019 for the Peachtree City Rowing Club Rowing Scrimmage Event. (pages 56-59)
8. Approval of the January 10, 2019 Board of Commissioners Meeting Minutes. (pages 60-64)

OLD BUSINESS:

NEW BUSINESS:

9. Presentation by Fayette County's auditing firm, Nichols, Cauley & Associates, LLC, of the results of the Fiscal Year 2018 annual audit. (page 65)
10. Update from the Region Six Department of Behavioral Health and Developmental Disabilities (DBHDD) Advisory Council. (pages 66-71)
11. Consideration of a recommendation from Vice Chairman Charles Oddo to nominate Janice Carson, John Woody and Michele Bass Lord to the Fayette County Hospital Authority for consideration of appointment to serve a term beginning June 1, 2018 and expires May 31, 2022. (pages 72-85)
12. Consideration of a recommendation from Vice Chairman Charles Oddo to nominate Tami Morris (incumbent), Gina Martin and Michael Rocker to the Fayette County Hospital Authority for consideration of appointment to serve a term beginning June 1, 2018 and expires May 31, 2022. (pages 86-108)
13. Consideration of a new contract with the University of Georgia Cooperative Extension which provides for transitioning two-part time positions currently fully funded through the County budget over to the University of Georgia payroll. (pages 109-112)
14. Delegation/Appointments by the Chairman for Board appointments to the following: (pages 113-164)
 - A. Board of Health
 - B. Water Committee
 - C. Retirement/Pension Committee

PUBLIC COMMENT:

ADMINISTRATOR'S REPORTS:

- A. Contract #1586-A: Stonewall New Flooring (pages 165-167)

ATTORNEY'S REPORTS:

COMMISSIONERS' REPORTS:

EXECUTIVE SESSION:

ADJOURNMENT:

COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request: **Item #1**

Wording for the Agenda:

Recognition of Winners of the 2018 Model Water Tower Competition and Water System Staff.

Background/History/Details:

The third Fayette County Model Water Tower Competition was held at JC Booth Middle School in Peachtree City. Fayette County Water System sponsored the 2018 competition. Students from JC Booth Middle School participated. In this competition middle school students learn about the water profession through a fun-filled, hands-on science project. The students construct a functioning water tower and learn that a water tower has three main components: an elevated tank, a riser pipe, and a structure to elevate the tank. Towers are judged based on three criteria: structural efficiency, hydraulic efficiency, and design ingenuity/interview presentation.

In addition, students experience what it is like to be an Engineer for a day by solving issues with their towers and trying to come up with the best design based on provided, limited specifications such as specific size and height requirements. The towers are tested to make sure they meet the specifications for both materials and dimensions.

What action are you seeking from the Board of Commissioners?

Recognition of Model Water Tower Competition Winners and Fayette County Water System staff.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

COUNTY AGENDA REQUEST

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Department: Board of Commissioners

Presenter(s): Commissioner Eric Maxwell

Meeting Date: Thursday, January 24, 2019

Type of Request: Proclamation/Recognition **item #2**

Wording for the Agenda:

Proclamation honoring the life and memory of the late Mayor Herb Frady.

Background/History/Details:

This proclamation is being presented by State Representative Josh Bonner.

What action are you seeking from the Board of Commissioners?

Proclamation honoring the life and memory of the late Mayor Herb Frady.

If this item requires funding, please describe:

Has this request been considered within the past two years? No

If so, when?

Is Audio-Visual Equipment Required for this Request? No

Backup Provided with Request? Yes

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance Not Applicable

Reviewed by Legal

Approved by Purchasing Not Applicable

County Clerk's Approval Yes

Administrator's Approval

Staff Notes:

House Resolution 1609

By: Representatives Bonner of the 72nd, Stover of the 71st, and Mathiak of the 73rd

A RESOLUTION

Honoring the life and memory of Mayor Herb Frady; and for other purposes.

WHEREAS, the State of Georgia mourns the loss of one of its most distinguished citizens with the passing of Mayor Herb Frady on February 22, 2018; and

WHEREAS, Mayor Herb Frady was born in Canton, Georgia, and after graduating from high school, he served as a guardian of this nation's freedom and liberty with the United States Air Force, valiantly and courageously protecting his fellow Americans for four years; and

WHEREAS, he was united in love and marriage to his wife, Shirley, and together they moved to Peachtree City in March, 1975, where Herb would serve two terms as mayor from 1978 to 1981; and

WHEREAS, he served with honor and distinction on the Fayette County Commission and the Peachtree City Council, and his vision and unyielding commitment left an unforgettable impact; and

WHEREAS, Mayor Frady's significant organizational and leadership talents, his remarkable patience and diplomacy, his keen sense of vision, and his sensitivity to the needs of the citizens of this state and country earned him the respect and admiration of his colleagues and associates; and

WHEREAS, a compassionate and generous man, Mayor Frady will long be remembered for his love of family and friendship and will be missed by all who had the great fortune of knowing him.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES that the members of this body join in honoring the life and memory of Mayor Herb Frady and express their deepest and most sincere regret at his passing.

BE IT FURTHER RESOLVED that the Clerk of the House of Representatives is authorized and directed to make an appropriate copy of this resolution available for distribution to the family of Mayor Herb Frady.

IN HOUSE

Read and Adopted
March 19, 2018

William L. Reilly
Clerk



COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request: **Item #3**

Wording for the Agenda:

Consideration of a Petition RP-069-18 to revise the Final Plat of Keyland Woods to add one lot to the subdivision by subdividing Lot 1A into two separate lots; property located in Land Lots 25 & 26 of the 5th District and fronts Lockwood Road & SR 92 South.

Background/History/Details:

Planning Commission recommends denial of the request.
Jim Graw made a motion to recommend denial of Petition No. RP-069-18. Al Gilbert seconded the motion. The motion passed 5-0.

What action are you seeking from the Board of Commissioners?

Consideration of Petition RP-069-18 to revise the Final Plat of Keyland Woods to add one lot to the subdivision by subdividing Lot 1A into two separate lots.

If this item requires funding, please describe:

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

**STATE OF GEORGIA
COUNTY OF FAYETTE**

RESOLUTION

NO. RP-069-18

WHEREAS, K Palmer, LLC, Owner, and W. Michael Hyde, Agent, having come before the Fayette County Planning Commission on January 3, 2019, requesting a revision to a recorded plat as per Section 8-503,(b),7 of the Fayette County Subdivision Regulations; and

WHEREAS, said request being as follows: Request a revision to the recorded plat in the area of State Route 92 and Lockwood Road, Land Lot(s) 25 & 26 of the 5th District, for the purpose of ; and

WHEREAS, the Fayette County Planning Commission having duly convened, and considered said request;

BE IT RESOLVED that the decision of the Fayette County Planning Commission, that said request be **denied**.

This decision is based on the following reasons:

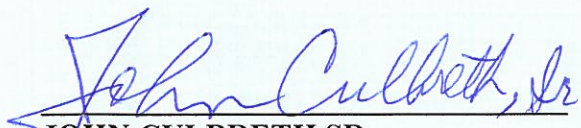
Not compatible with the surrounding area.


PLANNING COMMISSION

OF

FAYETTE COUNTY

ATTEST:


JOHN CULBRETH SR.
CHAIRMAN


HOWARD L. JOHNSON
SECRETARY

PLANNING COMMISSION RECOMMENDATION

DATE: January 3, 2019

TO: Fayette County Commissioners

The Fayette County Planning Commission recommends that Petition No. RP-069-18, the application of K. Palmer, LLC, be:

0-5-0

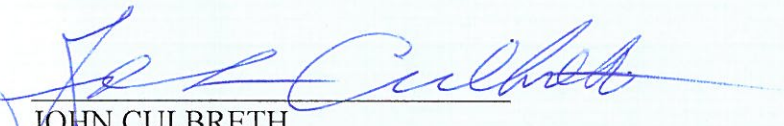
☐ Approved ☐ Withdrawn ☒ Disapproved

☐ Tabled until _____

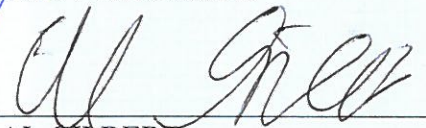
This is forwarded to you for final action.



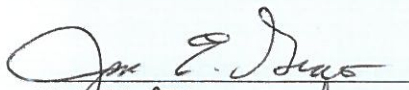
BRIAN HAREN



JOHN CULBRETH



AL GILBERT



JIM GRAW



DANNY ENGLAND

Remarks:

THE FAYETTE COUNTY PLANNING COMMISSION met on January 3, 2019 at 7:00 P.M. in the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia.

MEMBERS PRESENT: John H. Culbreth, Chairman
Danny England, Sr., Vice-Chairman
Al Gilbert
Jim Graw
Brian Haren

STAFF PRESENT: Peter A. Frisina, Director of Community Services
Chanelle Blaine, Zoning Administrator
Howard Johnson, Planning and Zoning Coordinator

5. Consideration of a Petition RP-069-18 to revise the Final Plat of Keyland Woods to add one lot to the subdivision by subdividing Lot 1A into two separate lots. The property is located in Land Lots 25 & 26 of the 5th District and fronts Lockwood Road & SR 92 South.

Chairman Culbreth asked if there was anyone who wanted to speak in favor of the petition.

William Michael Hyde, Junior said his company purchased this property on Lockwood Road last year because they own the adjacent seven (7) acres that currently contains a 3,000 square foot house. He said they have owned the seven acres for about 20 years and as they look for a different way to develop that property the question is what to do with this house and could it be moved to another lot in the County and when the subject property became available it made sense to look at it because it is 3.5 acres but is zoned for one (1) acre. He stated the intent is to carve out one (1) acre and move the existing house to the one (1) acre lot as the house would not need to be cut in half and moved down a street requiring power lines to be raised. He added that surveying work has been done to subdivide the lot and soils surveys have been performed and shown to Environmental Health for a new septic system. He said his company has not spoken to the neighbors but wants to be a good neighbor and would retain ownership of both houses and use them as rental property and they are open to suggestions for the property. He stated they had reviewed the County's ordinances and could not find any legal reason for it to be denied and he would be glad to answer any questions.

Chairman Culbreth asked if there was anyone who wanted to speak in opposition of the petition.

Joseph Springer (145 Lockwood Road) said he and his neighbors came tonight to hear what the plans are for the adjacent commercial property because they have had a hard time getting any information because we have heard rumors of gas stations, restaurants and storage facilities. He asked, what is the purpose of creating this one (1) acre piece of land and the people in the neighborhood enjoy it the way it is now. He added that it seems that this outfit just wants to come in and change everything just for the sake of change. He said GDOT is building a two (2) lane roundabout on SR 92 and what are they wanting to do, bring more traffic into the area. He said he

would like to hear some concrete plans for this property and why it needs to be changed at this late date.

Paul Burt (140 Lockwood Road) said when he moved to Lockwood Road 30 years ago he was told everybody had to have a minimum of three (3) acres in the subdivision and now he understands after his visit to the County offices that that is no longer so and now it is zoned for one (1) acre per house. He asked how come nobody on the street was notified of this change. He said that now you want to take one of our lots that is 3.5 acres and put another house on the lot. He stated that he understands progress and how property behind 100 Lockwood Road somehow or another became zoned for commercial and what we are hearing is there is going to be a gas station, convenience store, a car wash, oil lube, and to the back of it a minstorage facility. He said what they have heard is the company needs 100 Lockwood Road for access to this commercial property. He added now that the zoning has changed without our knowledge, how that is going to affect our property values. He said the American dream to work hard and own your own home is somewhat of a joke and someone can just come along and take it away from you.

Deb Carson (115 Keyland Drive) said the reason the prior property owners sold the property because of what the future roundabout was going to do to their lot as the roundabout will take away a huge section of the front of the lot. She added they sold the lot to someone who was offering an exorbitant amount of money for the lot that they would have never gotten any place else. She stated that they wanted this lot to gain access to the adjacent commercial lot that someone had tried to build a gas station sometime before. She said they live in a very rural atmosphere and all of the lots are 3.5 acres and the subdivision of this lot will destroy our property values. She added that the area for the one (1) acre lot is a horse pasture and there are horses there now and it has always been a horse pasture and she cannot imagine moving that gray house from the adjacent lot and putting it in this horse pasture. She said she doesn't see how there will be enough room and if they do it will look ridiculous there. She added that it will not look nice and it will absolutely spoil the atmosphere and aesthetics of our street. She stated that they are the ones that want to put a gas station down there and it is not anything anybody wanted since she moved there 41 years ago. She said they are just trying to make money back on this lot for whatever they paid for it and make it rental properties.

Keith Williams (180 Lockwood Road) said this lot is approximately 3.5 acres and they want to create a one (1) acre lot and leave 2.5 acres and everything is based on speculation in attempting to move that other house onto this lot. He added that if you approve this petition the current owner can do anything he wishes and that is what we want is to keep anything from happening. He stated that the one (1) acre will be potentially useless based on land bounds and everything we have seen with the roundabout and realignment of Lockwood Road will go through the 3.5 acres. He added that it will affect the way they have carved up into 2.5 acres and land will be taken from the new one (1) acre lot. He said that when this land is taken it will no longer be a 2.5 acre lot or a one (1) acre lot. He stated that the whole subdivision is zoned R-40 and it should remain R-40 and if the roundabout takes land from the one (1) acre lot that will be in violation of the zoning. He said and the other piece of land that they are on they went into it knowing this property was zoned R-45 and they had no intentions of building into this land and they have rented it out to someone with horses and if you allow it to be reduced to 2.5 acres, based on the County code, that renter will have to move also because you need three acres for the first horse. He said our fear is if they

subdivide the property they will petition to rezone it to commercial property in the future based on they can do what they want to if you approve this current petition. He said this decision should be postponed until the roundabout is put in then it can be resurveyed to keep the setbacks intact because the roundabout will take some of the land frontage.

Chairman Culbreth asked if there was anyone else who wanted to speak in opposition. Hearing none he said he would bring it back to the board.

Jim Graw said the septic drainline crosses into lot number 2 and is the applicant prepared to move the drainline.

Mr. Hyde said they have spoken to Environmental Health and they are prepared to move the drainline.

Jim Graw said one of the three accessory structures is in the setback the applicant will have to go to the Zoning Board of Appeals and get a variance and if a variance is not approved the barn will have to be removed and is the applicant prepared to remove that accessory structure.

Mr. Hyde said they would be prepared to remove that accessory structure.

Jim Graw asked if there are lots in the subdivision that are more than two (2) acres.

Pete Frisina said he did not have the subdivision plat in front of him but all of the lots in the subdivision are large lots.

From the audience: all of the lots are at least three (3) acres.

Jim Graw said he personally has a problem with this request because when people move into a subdivision and they see what is existing they don't expect things to change and it is very unfair to the residents of the subdivision to change the structure of that subdivision because when they moved in they expected to stay the way it is. He added that this would set a precedence for every lot in the subdivision. He said that the County Engineer mentioned in his comments that the plat should reflect the 10-19-18 GDOT acquisition of property (BK 4803, Page 94-102) and the permanent easements associated with the project.

Mr. Hyde said they didn't know exactly when that closing was going to take place or what the exact differences would be but the one (1) acre lot would not be less than one (1) acre and the 2.5 acre lot would be about 2.1 acres so both lots will be in compliance.

Chairman Culbreth said the petitioner gets an opportunity to rebut the comments made tonight and that he could proceed with his rebuttal.

Mr. Hyde said this property is zoned one (1) acre and has been zoned this way for many years even though all of the lots are 3.5 acres in size and that is a general expectation that they would stay that way. He added that this is the corner lot on the highway and has seen a lot of change with the Harps Baptist mega church that is across the street that was not there when most of the residents

moved into the subdivision and there are six (6) other churches within a half mile. He added that roundabouts are being proposed for the area. He stated that we all may have different opinions on progress and change but this is the first lot in the subdivision and it is fronting the highway more than an interior would be and it could be shielded with trees so you don't even know that it is there. He said he would address the commercial property as there is another permitting process for it they have not begun. He added that that property has been zoned commercial for many years and it would have to comply with all of the county regulations when it is developed. He stated that that property was already zoned commercial when we bought it and the American dream is when you buy something commercial you get to develop for commercial and the American dream is when you buy something that is zoned one (1) acre you get to do one (1) acre. He added that the American dream is not tell other people what they can do with their property and while I understand that these people have their own particular way they would like their own neighborhood to be there is a significant financial interest and the purpose is to make money and everyone seems to be offended by that but many of them go to work every day for a paycheck and this is what we do for a paycheck. He said that it is a significant six (6) figure asset in moving this house and we want to be good stewards of the assets we have and try to move forward in a way that makes sense for this property in the long term. He added that a lot of developers promise to make it beautiful or they can make it look like crap if they want to but it is our intention to make it a long term viable asset and we can shield it and I am open to those suggestions. He stated that he does not subscribe to the idea that this sets a precedent for the subdivision because the way the zoning texts reads because everyone in the subdivision is already entitled to do that with their property. He added that with 3.5 acres and if they wanted to sell a lot off to their son they are entitled to do that and I would not tell them what they can or cannot do with their property. He said I am not suggesting that they should do that with their property and I do not intend to do this with any other lot in the subdivision but it makes sense for several reasons to move the house on the adjacent property to this lot. He added that it is their intention to use the existing driveway for both lots. He stated that they do not need this property for access to the adjacent commercial property and if that were ever the case that would have to be decided at another date but we currently have multiple accesses approved by GDOT to the commercial property. He said so we can't move the existing house it will just get burned down and that becomes a six (6) figure taking from me instead of preserving the neighborhood.

A Gilbert asked back when this was rezoned the County didn't have too many zoning districts.

Pete Frisina said the property was rezoned to R-40 in 1972.

Al Gilbert said we had R-20, R-40 and A-R and if this was zoned today there are two or three different zoning categories that they could go under but we have a lot of subdivisions in the County that carry the R-40 zoning but they are much bigger than one (1) acre lots. He added that this is what troubles him is that I am sure the developer developed 3.5 acre lots and said this is what I am doing and this is what you are going to get. He said I think that once the subdivision has been platted and people buy the lots we have an obligation to uphold what was approved and what was approved is what is on the plat and I have a real problem changing that.

Brain Haren asked has there been any construction on that roundabout.

Pete Frisina said he is not aware of any construction.

Brian Haren asked if the County has a timeline for when and if the construction will start.

Pete Frisina said he did not have a schedule for the construction of the roundabout and he has not seen a bulldozer on the road yet.

Brian Haren said he understands that there is a lot of concern about the roundabout but that is GDOT and the County has no control over the design or the schedule for that project.

Danny England said this is something that comes up when we have a lot of pros and cons on these petitions and as the Planning Commission we look at what the applicant provides us and make a determination if it meets the rules. He stated that if the property is zoned for one (1) acre that he is within his rights to prove this and the neighborhood may not like it but from what we have in our package the staff is recommending approval because there is no reason not to approve it. He added that this puts us in a troubling situation of whether we like it or not the applicant has provided a document showing they meets the zoning.

Deb Carson said we are upset about the roundabout because it would take some of the land and make our entrance a lot different than it was before but we weren't that upset because it would still look like our street. She stated that when they moved there everything was larger acreage there and I am upset that you are holding over us that it is zoned R-40 because we did know that but all of the houses along there are on large acreage. She said that it was our understanding that when we moved there it was supposed to be larger acreage. She added that it is not clear what is going to happen in this area until the roundabout is constructed because the stakes come down further than where this lot is located.

Jim Graw made a motion to recommend denial of Petition RP-069-18. Al Gilbert seconded the motion. The motion passed 5-0.

PETITION NUMBER: RP-069-18

REQUESTED ACTION: Request approval to revise the Final Plat of Keyland Woods to add one (1) lot to the subdivision by subdividing Lot 1A.

EXISTING USE: Single-Family Residential

ZONING DISTRICT: R-40

LOCATION: 100 Lockwood Road, Fayetteville, GA 30215

LAND LOT/DISTRICT: Land Lot 25 & 26 of the 5th District

APPLICANT: K. Palmer, LLC

INVESTIGATION

The Final Plat for Keyland Woods was recorded in 1974 per Clerk of Superior Court records. Rezoning 225-72, A-R to R-40, was approved by the Board of Commissioners on September 23, 1972. No conditions were placed on the rezoning. The subject property contains 3.549 acres.

Subdivision Regulations

Sec. 104-595. - Approval of subdivisions.

(2) **Final plat or minor subdivision plat**

j. **Revision to a recorded final plat.**

Revision to a recorded final plat. A revision to a recorded final plat shall show the name, phase (if any), date of the recorded subdivision plat being revised, and the exact citation with regard to the clerk of superior court records and the book and page number wherein said plat is recorded. See [section 104-596](#) for requirements to be indicated on the revised final plat, as applicable. In addition, proposed revisions to a recorded final plat that substantially changes the street and/or utility layout, unless initiated by the county, shall require a revised preliminary plat in accordance with this section. Proposed revisions to a recorded final plat of any existing residential or agricultural-residential subdivisions which add property to, increases the number of platted lots, or changes the principal use on a lot will be considered in public hearings before the planning commission and the board of commissioners. The legal notice shall be advertised at least seven calendar days prior to the public hearing before the planning commission, but not more than 45 calendar days, nor less than 15 calendar days prior to the public hearing before the board of commissioners. In the event that the timeframes above cannot be met with one advertisement, the notice shall be published twice. As applicable, a revised final plat shall comply with the revised preliminary plat and shall be approved by the planning commission.

Final Plat

Should this request be approved, a revised Final Plat for Lot 1A must be submitted, approved, and recorded.

Department Comments

Planning and Zoning: The concept plan indicates three (3) accessory structures on proposed lot 1 with a combined footprint of 2,207 square feet. Per Sec. 110-79. - Accessory structures and uses. of the zoning ordinance the property would be limited to no more than two (2) accessory structures with a combined total footprint of 1,800 square feet as follows:

(c) *Number and size.* The number and size of accessory structures shall conform to the requirements described herein.

(1) Accessory structures shall be limited to one of the following options:

a. Two accessory structures, per individual lot, that shall not exceed a combined total footprint of 1,800 square feet or a combined total footprint of 3,600 square feet on a lot with a minimum of five acres and a minimum contiguous area of two acres clear of zoning setbacks, watershed protection buffers and setbacks, jurisdictional wetlands, 100-year floodplain area, and easements of any kind. One of these accessory structures may include up to 700 square feet of heated and finished floor area to be utilized as a guesthouse. An accessory structure combined with a guesthouse, under this option, shall be deemed as one accessory structure;

The concept plan also indicates that one of the accessory structures on proposed lot 1 is within the side and rear setback. Prior to approval of a revised Final Plat these accessory structure issues will need to be rectified through variances from the Zoning Board of Appeals and/or removal or relocation of accessory structures.

In addition, the Environmental Health Dept. has indicated potential issues with the location of existing septic drainline. Please note that septic tanks and septic drain field lines are subject to setbacks per Sec. 110-93. - Septic tank and septic drain field line setbacks. as follows:

Septic tanks shall be set back a minimum of ten feet from the property line. Septic drain field lines shall be set back a minimum of five feet from the property line. In the case where a buffer is required, septic tanks and septic drain field lines shall be set back a minimum of 25 feet from the property line (see section 110-94).

Water System: Water Available

Environmental Management: EMD has no comment

Environmental Health Dept.: Our records indicate drainline was added to the on-site sewage management system serving the subject property (see attached record). Documents indicate this activity was permitted by our department on 8/23/1994 with the installation inspected/approved on 1/20/1995. In a 7/19/18 e-mail from Robert Kurbes of our department to Rik Galpin our department addressed this activity and advised the need for any new property lines to not be crossed or come within 5' of existing drainline. In reviewing the revised plat and the on-site sewage management system inspection report this requirement does not appear to have been met. Therefore, our department is not in the position to approve the revised final plat. At this time consideration will need to be given to relocating (or replacing) drain line or adjusting location of property line between proposed Tracts 1 and 2. Drainline construction will have to be permitted by our department.

Fire Marshal: The bureau of fire prevention will neither approve nor deny requests that fall outside fire prevention code requirements.

County Engineer/Public Works Director: 1. A right-of-way dedication of 5 ft. is required along Lockwood Road to meet current "local road" R/W standards.

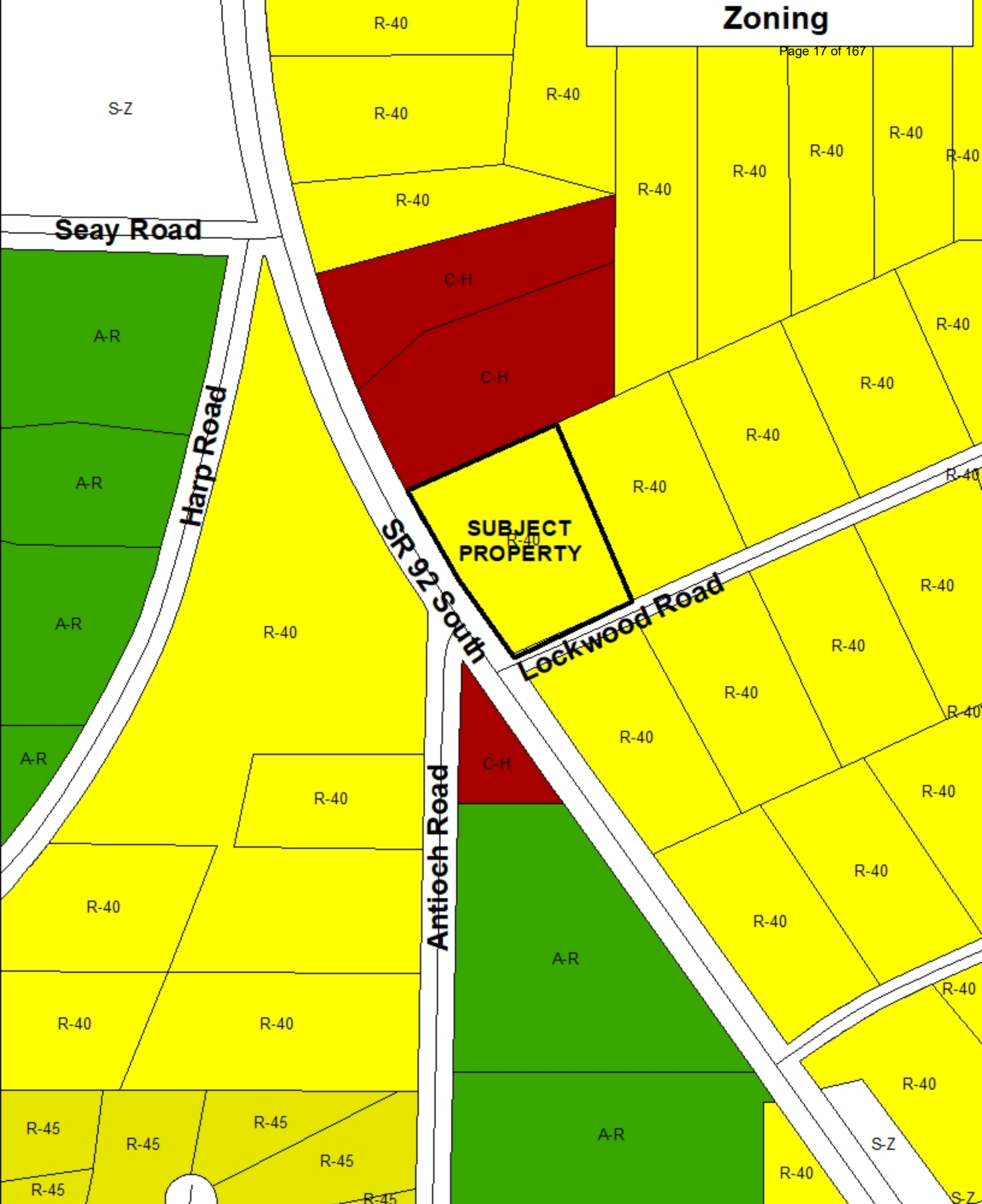
2. The plat should reflect the 10-19-18 GDOT acquisition of property (BK 4803, Page 94-102) and the permanent easements associated with the project.

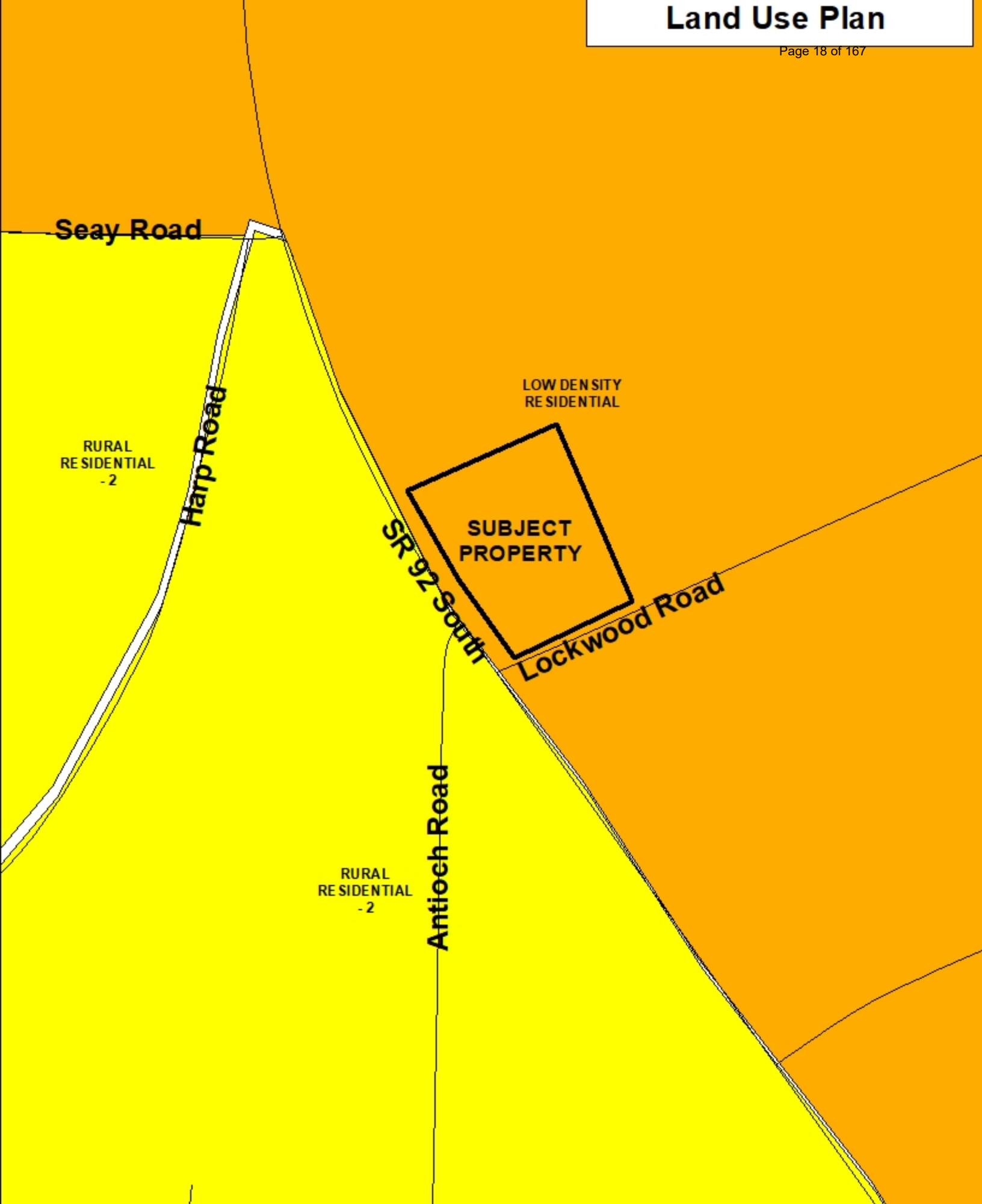
STAFF ANALYSIS

Staff recommends **APPROVAL** of this request so the revised Final Plat procedure can begin. The applicant will need to address the aforementioned departmental issues as well as any other issues discovered through the revised Final Plat procedure prior to approval.

Zoning

Page 17 of 167







Doc ID: 010507020009 Type: RWD
Recorded: 10/19/2018 at 12:25:00 PM
Fee Amt: \$26.00 Page 1 of 9
Transfer Tax: \$0.00
Fayette, Ga. Clerk Superior Court
Sheila Studdard Clerk of Court
BK **4803** PG **94-102**

When Recorded Return:
David A. Basil LLC
301 Bradley Street, Suite B-7
Carrollton, Georgia 30117

GEORGIA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY DEED
115 Transportation BLVD., Thomaston, GA. 30286

GEORGIA, FAYETTE COUNTY

PROJECT NO. 0
P.I. NO. 0009971

THIS CONVEYANCE made and executed the 19 day of October, 2018.

WITNESSETH that **THG PROPERTIES LLLP and K PALMER LLC**, the undersigned, (hereinafter referred to as 'Grantor'), is the owner of a tract of land in FAYETTE County through which Roundabouts SR92 at Lockwood and Seay Rd, known as Project No. 0, has been laid out by the Department of Transportation being more particularly described in a map and drawing of said road in the office of the Department of Transportation, 600 West Peachtree St., Atlanta, Georgia, to which reference is hereby made.

NOW, THEREFORE, in consideration of the benefit to said property by the construction and maintenance of said road, and in consideration of ONE DOLLAR (\$1.00), in hand paid, the receipt whereof is hereby acknowledged, Grantor does hereby grant, sell and convey to said Department of Transportation, and their successors in office so much land as to make a right of way for said road as surveyed, being more particularly described as follows:

All that tract or parcel of land lying and being in Land Lots 25, 26 of the 5th Land District and/or 496th Georgia Militia District of Fayette County, Georgia, and being more particularly described on Exhibit "A" attached hereto and made a part hereto by this reference.

Said right of way is hereby conveyed, consisting of 0.324 acres, more or less, as shown on the plat of the property prepared by the Department of Transportation, dated March 16, 2017; revised July 16, 2018, said plat attached hereto and made a part of this deed as Exhibit "B".

For the same consideration Grantor hereby conveys and relinquishes to the Department of Transportation all rights of access between the limited access highway and approaches thereto on the above numbered highway project and Grantor's remaining real property from which said right of way is taken except at such points as designated and shown on the attached plat prepared by the Department of Transportation said right being 0 linear feet.

Parcel No. 5

TO HAVE AND TO HOLD the said conveyed premises in fee simple and any rights Grantor has or may have in and to existing public rights of way are hereby quitclaimed and conveyed unto the Department of Transportation. Grantor hereby warrants that Grantor has the right to sell and convey said land and bind himself, his heirs, executors and administrators forever to defend by virtue of these presents.

IN WITNESSETH WHEREOF, Grantor has hereunto set his hand and seal the day above written.

THG PROPERTIES LLLP, by its General Partner
Hyde Ventures GP, Inc. a Georgia Corporation

BY:

W. Michael Hyde, Sr.
W. Michael Hyde, Sr., CEO

BY:

Katherine Palmer Hyde
Katherine Palmer Hyde, Secretary

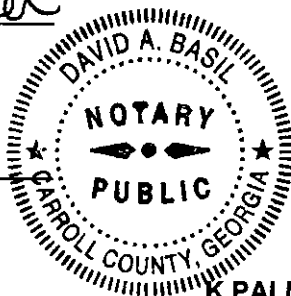
Unofficial Witness

Christine Driver

Sworn to and subscribed before
me on this 19 of October, 2018.

David A. Basil
Notary Public/My Commission expires:

1/18/2019



K PALMER, LLC

BY:

W. Michael Hyde, Sr.
W. Michael Hyde, Sr., Manager

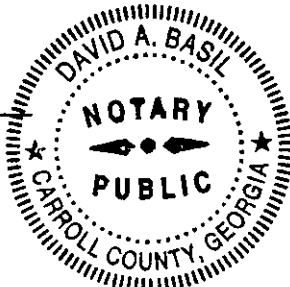
Unofficial Witness

Christine Driver

Sworn to and subscribed before
me on this 19 of October, 2018.

David A. Basil
Notary Public/My Commission expires:

1/18/2019



Parcel No. 5

DOT118
Revised 1/00

EXHIBIT "A"

PROJECT NO.: 0 Fayette County
 P. I. NO.: 0009971
 PARCEL NO.: 5
 DATE OF R/W PLANS: March 16, 2017
 REVISION DATE: July 16, 2018

Page 1 of 3

All that tract or parcel of land lying and being in Land Lots 25, 26 of the 5th Land District and/or 496th Georgia Militia District of Fayette County, Georgia, being more particularly described as follows:

Beginning at a point 23.8 feet left of and opposite Station 22+38.83 on the construction centerline of State Route 96 on Georgia Highway Project No. 0 ; running thence S 65°48'05.7" W a distance of 208.93 feet to a point 27.81 feet right of and opposite station 109+81.25 on said construction centerline laid out for S.R. 92; thence N 35°29'15.3" W a distance of 92.52 feet to a point 7.52 feet right of and opposite station 110+70.97 on said construction centerline laid out for S.R. 92; thence northwesterly 353.48 feet along the arc of a curve (said curve having a radius of 2814.79 feet and a chord distance of 353.25 feet on a bearing of N 31°53'22.4" W) to the point 43.43 feet right of and opposite station 114+29.52 on said construction centerline laid out for S.R. 92; thence N 64°26'25.9" E a distance of 7.87 feet to a point 51.29 feet right of and opposite station 114+29.14 on said construction centerline laid out for S.R. 92; thence southeasterly 223.22 feet along the arc of a curve (said curve having a radius of 2822.00 feet and a chord distance of 223.16 feet on a bearing of S 34°30'29.8" E) to the point 43.19 feet right of and opposite station 111+93.15 on said construction centerline laid out for S.R. 92; thence southeasterly 87.18 feet along the arc of a curve (said curve having a radius of 488.00 feet and a chord distance of 87.07 feet on a bearing of S 41°53'31.3" E) to the point 42.01 feet right of and opposite station 111+07.85 on said construction centerline laid out for S.R. 92; thence S 47°00'35.6" E a distance of 111.67 feet to a point 78.98 feet right of and opposite station 110+18.22 on said construction centerline laid out for S.R. 92; thence S 80°43'06.6" E a distance of 49.24 feet to a point 32.10 feet left of and opposite station 21+23.14 on said construction centerline laid out for LOCKWOOD RD; thence N 69°56'55.4" E a distance of 115.99 feet back to the point of beginning. Containing 0.324 acres more or less.

EXHIBIT "A"

PROJECT NO.: 0 Fayette County
 P. I. NO.: 0009971
 PARCEL NO.: 5
 DATE OF R/W PLANS: March 16, 2017
 REVISION DATE: July 16, 2018

Page 2 of 3

All that tract or parcel of land lying and being in Land Lots 25, 26 of the 5th Land District and/or 496th Georgia Militia District of Fayette County, Georgia, being more particularly described as follows:

ALSO, granted is the right to construct and maintain any required slopes and utilities within the easement area shown on the attached plat.

Beginning at a point 23.86 feet left of and opposite Station 23+32.96 on the construction centerline of State Route 96 on Georgia Highway Project No. 0 ; running thence S 65°48'21.7" W a distance of 94.13 feet to a point 23.80 feet left of and opposite station 22+38.83 on said construction centerline laid out for LOCKWOOD RD; thence S 69°56'55.4" W a distance of 115.99 feet to a point 32.10 feet left of and opposite station 21+23.14 on said construction centerline laid out for LOCKWOOD RD; thence N 80°43'06.6" W a distance of 49.24 feet to a point 78.98 feet right of and opposite station 110+18.22 on said construction centerline laid out for S.R. 92; thence N 47°00'35.6" W a distance of 111.67 feet to a point 42.01 feet right of and opposite station 111+07.85 on said construction centerline laid out for S.R. 92; thence northwesterly 87.18 feet along the arc of a curve (said curve having a radius of 488.00 feet and a chord distance of 87.07 feet on a bearing of N 41°53'31.3" W) to the point 43.19 feet right of and opposite station 111+93.15 on said construction centerline laid out for S.R. 92; thence northwesterly 223.22 feet along the arc of a curve (said curve having a radius of 2822.00 feet and a chord distance of 223.16 feet on a bearing of N 34°30'29.8" W) to the point 51.29 feet right of and opposite station 114+29.14 on said construction centerline laid out for S.R. 92; thence N 64°26'25.9" E a distance of 37.75 feet to a point 89.00 feet right of and opposite station 114+27.23 on said construction centerline laid out for S.R. 92; thence S 35°22'40.3" E a distance of 204.52 feet to a point 85.00 feet right of and opposite station 112+00.00 on said construction centerline laid out for S.R. 92; thence S 42°12'03.0" E a distance of 180.79 feet to a point 101.61 feet right of and opposite station 110+52.63 on said construction centerline laid out for S.R. 92; thence N 89°16'51.9" E a distance of 27.69 feet to a point 127.30 feet right of and opposite station 110+42.30 on said construction centerline laid out for S.R. 92; thence N 76°22'33.9" E a distance of 158.67 feet to a point 53.00 feet left of and opposite station 22+87.00 on said construction centerline laid out for LOCKWOOD RD; thence N 74°16'11.4" E a distance of 47.23 feet to a point 46.08 feet left of and opposite station 23+33.72 on said construction centerline laid out for LOCKWOOD RD; thence S 22°12'08.8" E a distance of 22.23 feet back to the point of beginning. Containing 0.592 acres more or less.

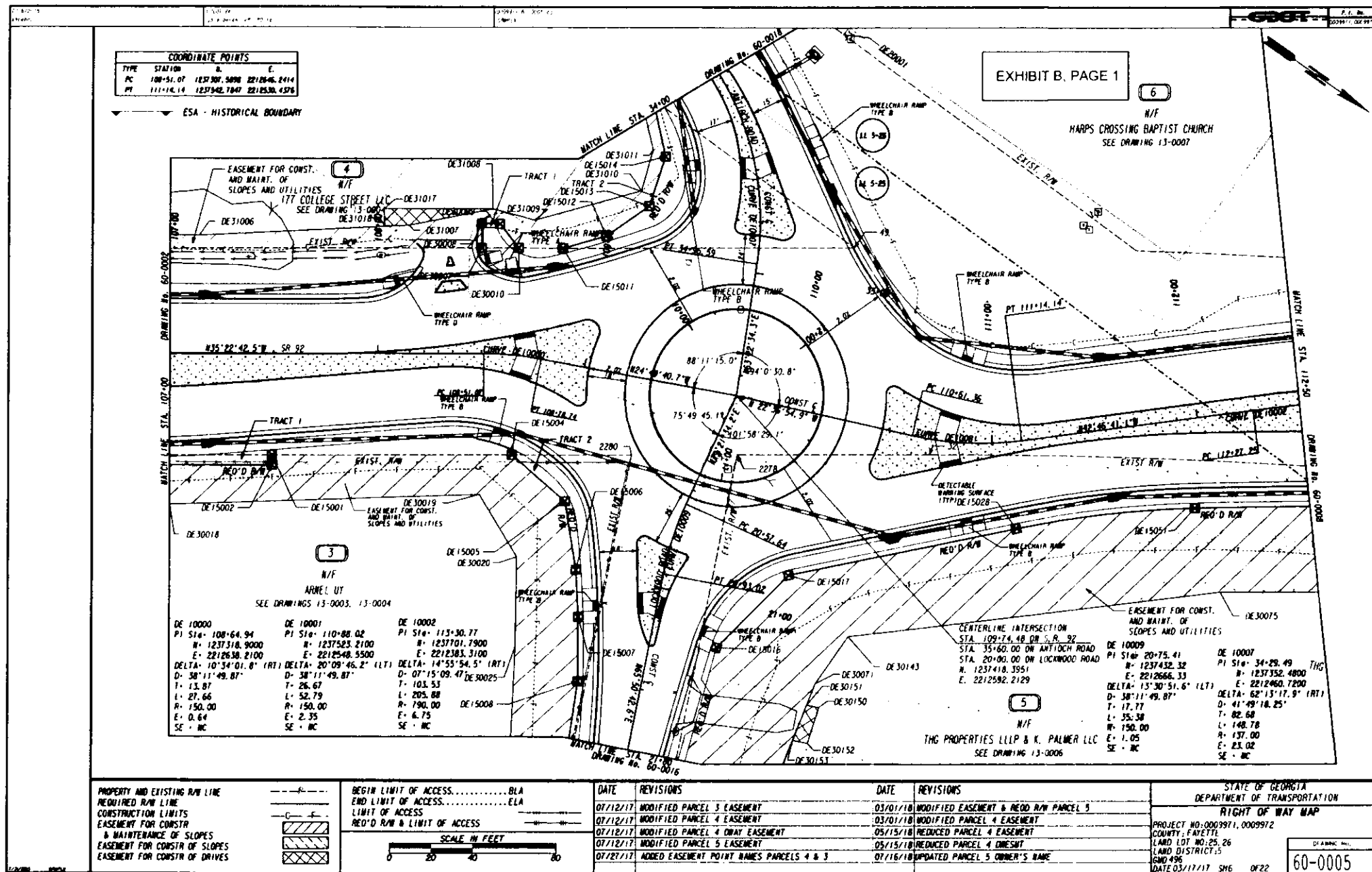
EXHIBIT "A"

PROJECT NO.: 0 Fayette County
P. I. NO.: 0009971
PARCEL NO.: 5
DATE OF R/W PLANS: March 16, 2017
REVISION DATE: July 16, 2018

Page 3 of 3

All that tract or parcel of land lying and being in Land Lots 25, 26 of the 5th Land District and/or 496th Georgia Militia District of Fayette County, Georgia, being more particularly described as follows:

Also, granted is the right to an easement for the construction of a driveway as shown on the attached plat. Said easement expires upon completion and final acceptance of said project by the Department of Transportation.



N/F
THG PROPERTIES LLP & K. PALMER, LLC
SEE SHEET 5. B

N/F
THG PROPERTIES LLP & K. PALMER, LLC
SEE SHEET 5. B

EXHIBIT B, PAGE 2

PNT	OFFSET/ DIST	STATION/ BEARING	ALIGNMENT
DE15015	23.00 L	22+38.83	LOCKWOOD RD
2278	208.93	S 65°48'05.7" W	S.R. 92
32	27.81 R	109+81.25	S.R. 92
	92.52	N 35°29'15.3" W	S.R. 92
	7.52 R	110+70.97	S.R. 92
ARC LENGTH = 353.48			
CHORD BEAR = N 31°53'22.4" W			
LNTH CHORD = 353.25			
RADIUS = 2814.79			
DEGREE = 2°02'07.9"			
2184	43.43 R	114+29.52	S.R. 92
	7.87	N 64°26'25.9" E	S.R. 92
DE15025	51.29 R	114+29.14	S.R. 92
ARC LENGTH = 223.22			
CHORD BEAR = S 34°30'29.8" E			
LNTH CHORD = 223.16			
RADIUS = 2822.00			
DEGREE = 2°01'49.2"			
DE15051	43.19 R	111+93.15	S.R. 92
ARC LENGTH = 87.18			
CHORD BEAR = S 41°53'31.3" E			
LNTH CHORD = 87.07			
RADIUS = 488.00			
DEGREE = 11°44'27.4"			
DE15028	42.01 R	111+07.85	S.R. 92
	111.67	S 47°00'35.6" E	S.R. 92
DE15017	78.98 R	110+18.22	S.R. 92
	49.24	S 80°43'06.6" E	S.R. 92
DE15016	32.10 L	21+23.14	LOCKWOOD RD
	115.99	N 69°56'55.4" E	LOCKWOOD RD
DE15015	23.00 L	22+38.83	LOCKWOOD RD
REDD R/W	14092.93	SF	
REDD R/W	0.324	ACRES	
REMAINDER	1/2 - 3.25	ACRES	

PNT	OFFSET/ DIST	STATION/ BEARING	ALIGNMENT
DE30072	23.06 L	23+32.96	LOCKWOOD RD
	94.13	S 65°48'21.7" W	LOCKWOOD RD
DE15015	23.00 L	22+38.83	LOCKWOOD RD
	115.99	S 69°56'55.4" W	LOCKWOOD RD
DE15016	32.10 L	21+23.14	LOCKWOOD RD
	49.24	N 80°43'06.6" W	LOCKWOOD RD
DE15017	78.98 R	110+18.22	S.R. 92
	111.67	N 47°00'35.6" W	S.R. 92
DE15028	42.01 R	111+07.85	S.R. 92
ARC LENGTH = 87.18			
CHORD BEAR = N 41°53'31.3" W			
LNTH CHORD = 87.07			
RADIUS = 488.00			
DEGREE = 11°44'27.4"			
DE15051	43.19 R	111+93.15	S.R. 92
ARC LENGTH = 223.22			
CHORD BEAR = N 34°30'29.8" W			
LNTH CHORD = 223.16			
RADIUS = 2822.00			
DEGREE = 2°01'49.2"			
DE15025	51.29 R	114+29.14	S.R. 92
	37.75	N 64°26'25.9" E	S.R. 92
DE30076	89.00 R	114+27.23	S.R. 92
	204.52	S 35°22'40.3" E	S.R. 92
DE30075	85.00 R	112+00.00	S.R. 92
	180.79	S 42°12'03.0" E	S.R. 92
DE30143	101.61 R	110+52.63	S.R. 92
	27.69	N 89°16'51.9" E	S.R. 92
DE30071	127.30 R	110+42.30	S.R. 92
	158.67	N 76°22'33.9" E	S.R. 92
DE30070	53.00 L	22+87.00	LOCKWOOD RD
	47.23	N 74°16'11.4" E	LOCKWOOD RD
DE30073	46.08 L	23+33.72	LOCKWOOD RD
	22.23	S 22°12'08.8" E	LOCKWOOD RD
DE30072	23.06 L	23+32.96	LOCKWOOD RD
REDD EASMT	25806.70	SF	
REDD EASMT	0.592	ACRES	

PNT	OFFSET/ DIST	STATION/ BEARING	ALIGNMENT
DE30151	80.05 L	21+42.00	LOCKWOOD RD
DE30150	86.00 L	21+42.00	LOCKWOOD RD
DE30152	84.00 L	21+60.00	LOCKWOOD RD
DE30154	76.86 L	21+60.00	LOCKWOOD RD
DE30151	80.05 L	21+42.00	LOCKWOOD RD

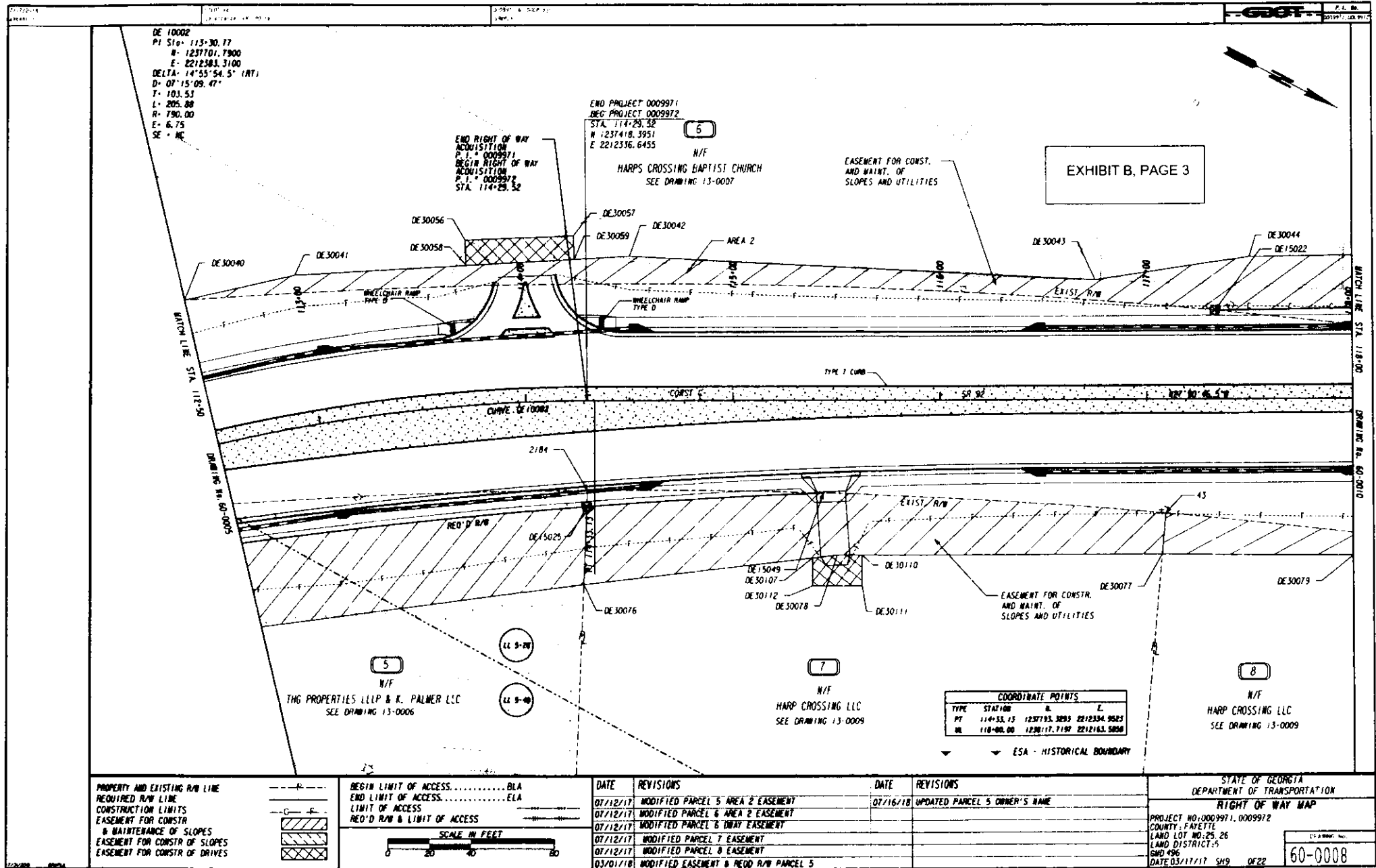
PROPERTY AND EXISTING R/W LINE
REQUIRED R/W LINE
CONSTRUCTION LIMITS
EASEMENT FOR CONSTR
& MAINTENANCE OF SLOPES
EASEMENT FOR CONSTR OF SLOPES
EASEMENT FOR CONSTR OF DRIVES

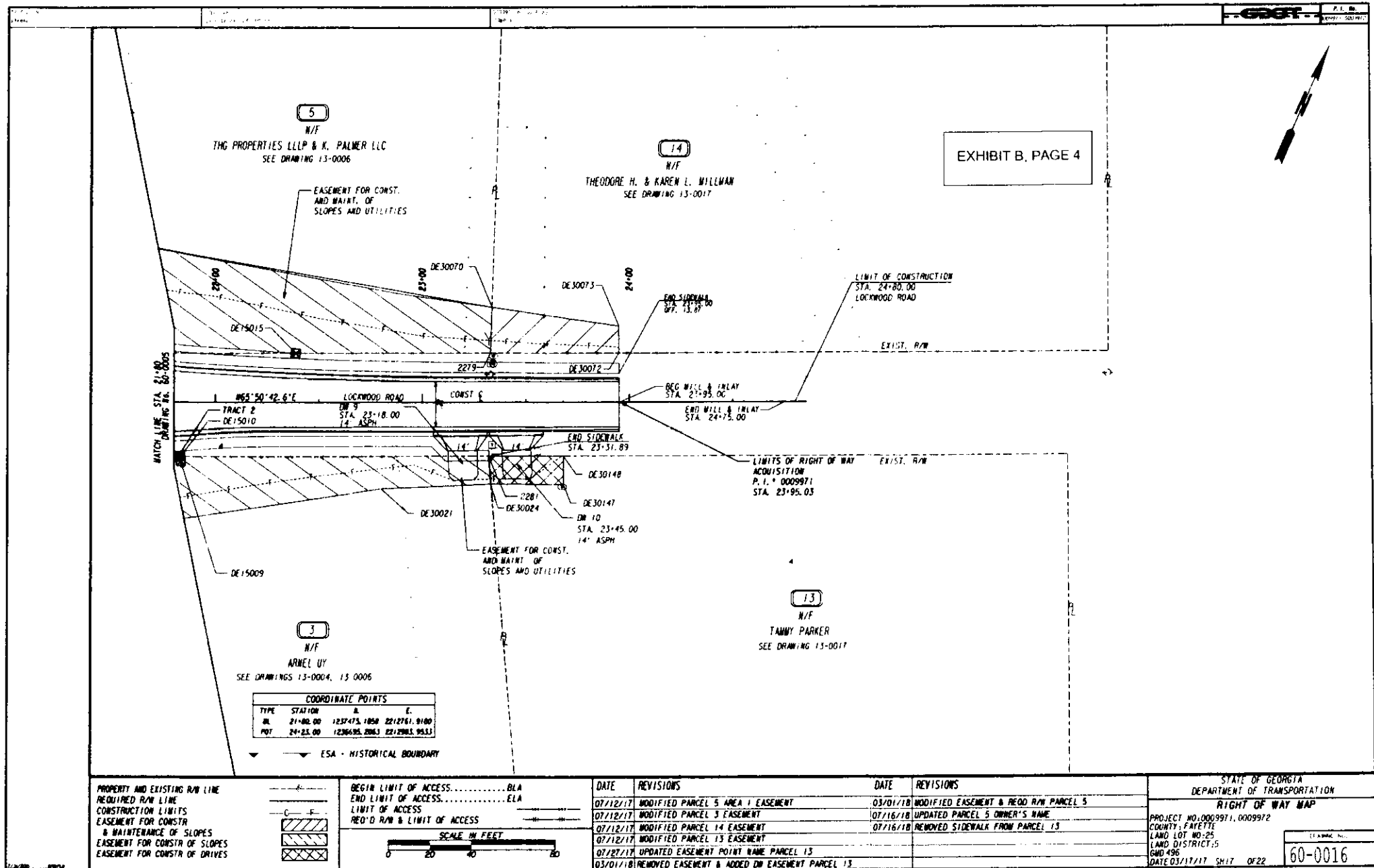
BEGIN LIMIT OF ACCESS.....BLA
END LIMIT OF ACCESS.....ELA
LIMIT OF ACCESS
REDD R/W & LIMIT OF ACCESS
SCALE IN FEET
0 20 40 60

DATE	REVISIONS
07/12/17	MODIFIED PARCEL 5 AREA 1 EASEMENT
07/12/17	MODIFIED PARCEL 5 AREA 1 EASEMENT
07/27/17	UPDATED PARCEL 5 REDD TABLE
03/01/18	MODIFIED EASEMENT & REDD R/W PARCEL 5
07/16/18	UPDATED PARCEL 5 OWNER'S NAME

DATE	REVISIONS

STATE OF GEORGIA
DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY MAP
PROJECT NO: 0009971.0009972
COUNTY: FAYETTE
LAND LOT NO: 25.26
LAND DISTRICT: 5
GND 496
DATE: 03/17/17 SH7 OF 22
60-0006





**APPLICATION TO REVISE A RECORDED PLAT
(PUBLIC HEARING)**

PETITION NO: RP-⁰⁶⁹ - 18

NAME OF RECORDED PLAT: KEYLAND WOODS

OWNER OF PROPERTY: K PALMER, LLC

MAILING ADDRESS: P. O. BOX 2506, PEACHTREE CITY, GA 30269-2506

PHONE: 770-487-9997

E-MAIL: michael@thehydegroupp.co

AGENT FOR OWNER: W. Michael Hyde, Mgr.

MAILING ADDRESS: P.O. Box 2506; Peachtree City, GA 30269

PHONE: 770-487-9997

E-MAIL: [REDACTED]

LOCATION: LAND LOT(S) 25&26 DISTRICT 5TH ROAD LOCKWOOD ROAD

LEGAL DESCRIPTION ATTACHED: ON PLAT ZONING: R-40

FIFTEEN COPIES OF CONCEPT PLAN ATTACHED: _____

TOTAL NUMBER OF LOTS: 2 TOTAL NUMBER OF ACRES: 3.55

DATE OF PLANNING COMMISSION HEARING: _____

DATE OF COUNTY COMMISSIONERS HEARING: _____

REASON FOR REVISION: SUBDIVIDE LOT 1A INTO TWO SEPARATE TRACTS OF LAND

I respectfully submit this application and certify that the above information is correct and true to the best of my knowledge. I further certify that I am the owner or the specifically authorized agent of the above-referenced property.

Nov. 30, 20 18

[Signature]
OWNER/AGENT'S SIGNATURE

Nov. 30, 20 18

[Signature]
NOTARY PUBLIC

SIGN FEE

Received from _____ the amount of \$ _____ to cover the cost of the sign deposit. Applicant will be billed later for the cost of advertising.

Date Paid: _____

Receipt No. _____

Cash: _____

Check No. _____

Promenade, Suite 3100
1230 Peachtree Street, N.E.
Atlanta, Georgia 30309-3592
Main: 404 815-3500
www.sgrlaw.com

SMITH, GAMBRELL & RUSSELL, LLP
Attorneys at Law

Kathryn M. Zickert
Direct Tel: 404-815-3704
Direct Fax: 404-685-7004
kmzickert@sgrlaw.com

December 10, 2018

VIA Email: pfrisina@fayettecountyga.gov

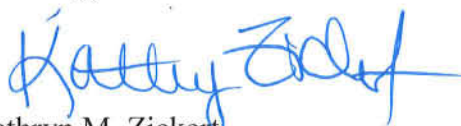
Pete Frisina, Director
Planning and Zoning Department
Stonewall Administrative Complex
140 Stonewall Avenue, West
Suite 202
Fayetteville, Georgia 30214

Re: RP-069-18

Dear Pete:

Enclosed for your files is my client's Constitutional Objection to be placed with the Application and included in the packets for the Board of Commissioners. Thank you for your attention to this matter.

Sincerely,



Kathryn M. Zickert

KMZ/gls

cc: Michael Hyde

**CONSTITUTIONAL OBJECTIONS OF THE HYDE GROUP, CONCERNING PLAT
APPLICATION RP-069-18 IN FAYETTE COUNTY FOR SUBDIVISION OF 100
LOCKWOOD ROAD**

K Palmer, LLC and The Hyde Group, Owner and Applicant with reference to the tracts of land at issue in this Subdivision Application, respectfully submit that any decision of Fayette County which would preclude the development of this project as zoned R-40 and subdivided into 2 family lots, is unconstitutional as a taking of property, a denial of equal protection, an arbitrary and capricious act, and an unlawful delegation of authority in violation of the Fifth Amendment and Fourteenth Amendment of the Constitution of the United States, and Article I, Section I, Paragraph I, Section III, Paragraph I of the Constitution of the United State of Georgia and the Due Process Clause of the Fourteenth Amendment of the United States Constitution and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States.

Further, an attempt by the County to impose greater restrictions upon the manner in which the property will be subdivided and developed than presently exist in the Fayette County Code of Ordinances, such as by way of approving the Application but conditioning said approval in such a way that the proposed number of lots could not be developed, would be equally unlawful. Such conditioning or restrictions would constitute an arbitrary and unreasonable use of the power delegated to the County Commission because they could bear no substantial relation to the public health, safety, morality or general welfare of the public and would substantially harm the Property Owner and deprive him of reasonable, investment backed expectations based upon the current Codes of Fayette County. Finally, any use of the power delegated to the Board of Commissioners to deny the Preliminary Plat application or condition it would be a manifest abuse of its discretion in violation of the same Constitutional provisions identified above.

Page 33 of 167

TRACT 2
TOTAL AREA:
43,940 SQ. FT.
OR 1.01 ACRES ±

THE PURPOSE OF THIS SURVEY IS TO S
050401001 (LOT 1A OF KEYLAND WOO
RECORDED IN PLAT BOOK 8 PAGE 152)
TRACTS OF LAND.

MORTGAGEE _____ DATE _____

EACH BUILDABLE LOT HAS A MINIMUM CONTIGUOUS AREA OF 0.3 ACRES THAT IS FREE AND CLEAR OF ZONING BUFFERS AND SETBACKS, WATERSHED PROTECTION BUFFERS AND SETBACKS, JURISDICTIONAL WETLANDS, AND EASEMENTS OF ANY KIND.

SUBJECT PROPERTY

OWNER: K PALMER, LLC

SITE ADDRESS: 100 LOCKWOOD ROAD, FAYETTEVILLE, GA 30215

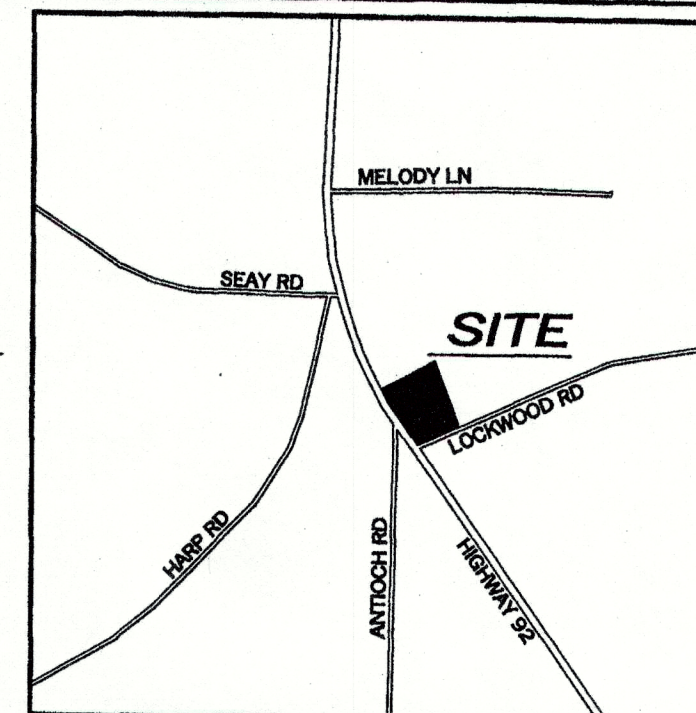
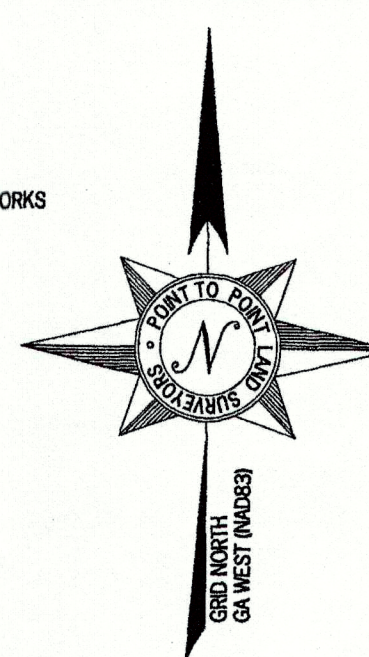
PARCEL ID: 050401001

TOTAL AREA: 3.55 ACRES ±
TRACT 1 AREA: 2.54 ACRES ±
TRACT 2 AREA: 1.01 ACRES ±

LOTS WILL BE SERVICED VIA MUNICIPAL WATER AND SEPTIC TANK

REFERENCES:

- 1) DEED BOOK 918 PAGE 334
- 2) PLAT BOOK 8 PAGE 152
- 3) REZONING PETITION #225-72 APPROVED 9/23/1972
- 4) PRELIMINARY PLAT OF KEYLAND WOODS APPROVED 7/26/1972

ZONING INFORMATIONZONED: R-40 (SINGLE-FAMILY RESIDENTIAL)
*REZONING PETITION #225-72 APPROVED 9/23/1972MINIMUM LOT SIZE: 1 ACRE PER DWELLING
MINIMUM FLOOR AREA: 1,500 SQ. FT.
MINIMUM LOT WIDTH: 125 FEETSETBACKS:
FRONT - 60 FEET (ARTERIAL)
FRONT - 40 FEET (MINOR THOROUGHFARE)
SIDE - 15 FEET
REAR - 30 FEETALL ZONING INFORMATION SHOULD BE VERIFIED
WITH THE PROPER ZONING OFFICIALS**GPS NOTES**THE FOLLOWING GPS STATISTICS UPON WHICH THIS
SURVEY IS BASED HAVE BEEN PRODUCED AT THE 95%
CONFIDENCE LEVEL:POSITIONAL ACCURACY: 0.04 FEET
TYPE OF GPS FIELD PROCEDURE: REAL-TIME KINEMATIC NETWORKS
DATES OF SURVEY: 2/28/18
DATUM / EPOCH: NAD 83(2011)EPOCH:2010.0000
PUBLISHED / FIXED CONTROL USE: N/A
GEOID MODEL: 12B
COMBINED GRID FACTOR(S): 1.00029756VICINITY MAP
NOT TO SCALE**GENERAL NOTES**THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT WHICH MAY
REVEAL ADDITIONAL CONVEYANCES, EASEMENTS, OR RIGHTS-OF-WAY NOT SHOWN
HEREON. BASED ON LIMITED COURTHOUSE RESEARCH, NO EASEMENTS WERE FOUND
ASSOCIATED WITH THE SUBJECT PROPERTY.THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE
TO WITHIN ONE FOOT IN 573,542 FEET.EQUIPMENT USED FOR ANGULAR & LINEAR MEASUREMENTS: LEICA TPS 1200
ROBOTIC & GEOMAX ZENITH 35. (DATE OF LAST FIELD VISIT: 2/28/18)THE 2' CONTOURS AND SPOT ELEVATIONS SHOWN ON THIS SURVEY ARE ADJUSTED
TO NAVD 88 DATUM AND HAVE A VERTICAL ACCURACY OF ± 1'. CONTOURS OUTSIDE
THE IMMEDIATE SITE AREA ARE APPROXIMATE.

BEARINGS SHOWN ON THIS SURVEY ARE BASED ON GRID NORTH (GA WEST NAD 83).

NO PORTION OF THIS PROPERTY IS LOCATED IN A SPECIAL FLOOD AREA AS PER
F.I.R.M. COMMUNITY PANEL NO. 13113C0114E DATED SEPTEMBER 26, 2008.

NO WETLAND AREAS HAVE BEEN INVESTIGATED BY THIS SURVEY.

ALL ZONING INFORMATION SHOULD BE VERIFIED WITH THE PROPER ZONING
OFFICIALS.ANY UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM ABOVE GROUND
FIELD SURVEY INFORMATION. THE SURVEYOR MAKES NO GUARANTEES THAT ANY
UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA,
EITHER IN-SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT
THAT ANY UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION
INDICATED ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM
INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED ANY
UNDERGROUND UTILITIES.**APPROVALS**

APPROVED BY THE FAYETTE COUNTY HEALTH DEPARTMENT

DATE: _____ SIGNED: _____
ENVIRONMENTAL HEALTH SPECIALIST

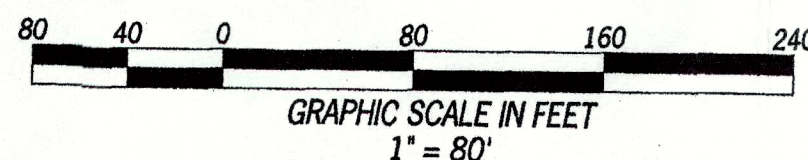
APPROVED BY THE FAYETTE COUNTY ENVIRONMENTAL MANAGEMENT DEPARTMENT

DATE: _____ SIGNED: _____
ENVIRONMENTAL MANAGEMENT DIRECTOR

APPROVED BY THE FAYETTE COUNTY ZONING ADMINISTRATOR

DATE: _____ SIGNED: _____
ZONING ADMINISTRATORFAYETTE COUNTY DOES NOT ACCEPT THE OWNERSHIP,
MAINTENANCE, OR RESPONSIBILITY FOR ANY DRAINAGE
EASEMENT OR OVERALL DRAINAGE PLAN, OR THE LACK OF
ONE, INDICATED BY THIS PLAT.**OWNER'S CERTIFICATE**WE, THE UNDERSIGNED OWNER(S) AND/OR MORTGAGEE(S) OF THE REVISION TO LOT 1A OF
THE KEYLAND WOODS SUBDIVISION, HEREBY OFFER TO DEDICATE AND/OR RESERVE FOR
PUBLIC USE THE RIGHTS-OF-WAY, EASEMENTS AND OTHER GROUND SHOWN ON THIS PLAT.OWNER: _____ DATE: _____
MORTGAGEE: _____ DATE: _____
MORTGAGEE: _____ DATE: _____**LEGEND**

- | | |
|--|------------------------------------|
| POB POINT OF BEGINNING | ③ SANITARY SEWER MANHOLE |
| POC POINT OF COMMENCEMENT | ● STORM DRAIN MANHOLE |
| IPS IRON PIN SET (1/2" REBAR WITH CAP) | ○ UTILITY POLE |
| IPF IRON PIN FOUND | ✱ LIGHT POLE |
| RB REBAR | • GUY WIRE |
| OTF OPEN TOP PIPE FOUND | ≡ WATER VALVE |
| CMF CONCRETE MONUMENT FOUND | ○ WATER METER |
| UP UTILITY POLE | ⊕ FIRE HYDRANT |
| LP LIGHT POLE | —OU— OVERHEAD UTILITIES |
| INV INVERT | —E— APPROX. ELECTRIC LINE |
| FH FIRE HYDRANT | —G— APPROX. GAS LINE |
| EP EDGE OF PAVEMENT | —T— APPROX. TELECOMMUNICATION LINE |
| BC BACK OF CURB | —X— FENCE LINE |
| OU OVERHEAD UTILITY | |
| CMF CORRUGATED METAL PIPE | |
| RCP REINFORCED CONCRETE PIPE | |
| HDPE HIGH DENSITY POLYETHYLENE PIPE | |
| GW GUY WIRE ANCHOR | |
| TR TRANSFORMER | |
| CLF CHAIN LINK FENCE | |
| WV WATER VALVE | |
| WM WATER METER | |
| N/F NOW OR FORMERLY | |
| R/W RIGHT-OF-WAY | |

EACH BUILDABLE LOT HAS A MINIMUM CONTIGUOUS AREA
OF 0.3 ACRES THAT IS FREE AND CLEAR OF ZONING BUFFERS
AND SETBACKS, WATERSHED PROTECTION BUFFERS AND
SETBACKS, JURISDICTIONAL WETLANDS, AND EASEMENTS
OF ANY KIND.WETLANDS SHOWN ON THIS PLAT ARE UNDER THE
JURISDICTION OF THE U.S. ARMY CORPS OF ENGINEERS.
PROPERTY OWNERS MAY BE SUBJECT TO PENALTY BY LAW
FOR DISTURBANCE TO THESE WETLAND AREAS WITHOUT
PROPER AUTHORIZATION.**PURPOSE NOTE**THE PURPOSE OF THIS SURVEY IS TO SUBDIVIDE PARCEL
050401001 (LOT 1A OF KEYLAND WOODS SUBDIVISION AS
RECORDED IN PLAT BOOK 8 PAGE 152) INTO TWO SEPARATE
TRACTS OF LAND.**TRACT 1 LEGAL DESCRIPTION**ALL THAT TRACT OR PARCEL OF LAND, LYING AND BEING IN LAND LOTS 25 & 26, 5TH
DISTRICT, FAYETTE COUNTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED AS
FOLLOWS:BEGINNING AT A 3/4-INCH REBAR FOUND AT THE INTERSECTION OF THE EASTERLY
RIGHT-OF-WAY OF GEORGIA HIGHWAY 92 (HAVING A 100-FOOT RIGHT-OF-WAY) AND THE
NORTHWESTERLY RIGHT-OF-WAY OF LOCKWOOD ROAD (HAVING A 50-FOOT RIGHT-OF-WAY);
THENCE RUNNING ALONG SAID EASTERLY RIGHT-OF-WAY OF GEORGIA HIGHWAY 92: NORTH
36°26'54" WEST, 55.23 FEET TO A POINT; THENCE, NORTH 33°40'01" WEST, 215.91 FEET
TO A POINT; THENCE, NORTH 30°19'14" WEST, 174.57 FEET TO A 2-INCH OPEN TOP PIPE
FOUND; THENCE LEAVING SAID EASTERLY RIGHT-OF-WAY AND RUNNING, NORTH 64°26'25"
EAST, 383.69 FEET TO A 1-INCH OPEN TOP PIPE; THENCE, SOUTH 22°09'51" EAST, 170.77
FEET TO A 1/4-INCH REBAR SET; THENCE, SOUTH 47°38'11" WEST, 201.60 FEET TO A
1/4-INCH REBAR SET; THENCE, SOUTH 29°29'09" WEST, 217.30 FEET TO A 1/4-INCH REBAR
SET ALONG SAID NORTHWESTERLY RIGHT-OF-WAY OF LOCKWOOD ROAD; THENCE RUNNING
ALONG SAID NORTHWESTERLY RIGHT-OF-WAY, SOUTH 65°54'26" WEST, 140.14 FEET TO A
3/4-INCH REBAR FOUND AND THE TRUE POINT OF BEGINNING.

BEARINGS ARE BASED ON GEORGIA WEST STATE PLANE COORDINATE SYSTEM (NAD 83).

SAID TRACT CONTAINS 2.54 ACRES (110,675 SQUARE FEET), MORE OR LESS.

TRACT 2 LEGAL DESCRIPTIONALL THAT TRACT OR PARCEL OF LAND, LYING AND BEING IN LAND LOTS 25 & 26, 5TH
DISTRICT, FAYETTE COUNTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED AS
FOLLOWS:TO FIND THE TRUE POINT OF BEGINNING, COMMENCE AT A 3/4-INCH REBAR FOUND AT THE
INTERSECTION OF THE EASTERLY RIGHT-OF-WAY OF GEORGIA HIGHWAY 92 (HAVING A
100-FOOT RIGHT-OF-WAY) AND THE NORTHWESTERLY RIGHT-OF-WAY OF LOCKWOOD ROAD
(HAVING A 50-FOOT RIGHT-OF-WAY); THENCE RUN ALONG SAID NORTHWESTERLY
RIGHT-OF-WAY OF LOCKWOOD ROAD, NORTH 65°54'26" EAST, 140.14 FEET TO A 1/4-INCH
REBAR SET AND THE TRUE POINT OF BEGINNING; THENCE LEAVING SAID NORTHWESTERLY
RIGHT-OF-WAY AND RUNNING, NORTH 29°29'09" WEST, 217.30 FEET TO A 1/4-INCH REBAR
SET; THENCE, NORTH 47°38'11" EAST, 201.60 FEET TO A 1/4-INCH REBAR SET; THENCE,
SOUTH 22°09'51" EAST, 279.70 FEET TO A 1-INCH OPEN TOP PIPE FOUND ALONG SAID
NORTHWESTERLY RIGHT-OF-WAY OF LOCKWOOD ROAD; THENCE RUNNING ALONG SAID
RIGHT-OF-WAY, SOUTH 65°54'26" WEST, 161.60 FEET TO A 1/4-INCH REBAR SET AND THE
TRUE POINT OF BEGINNING.

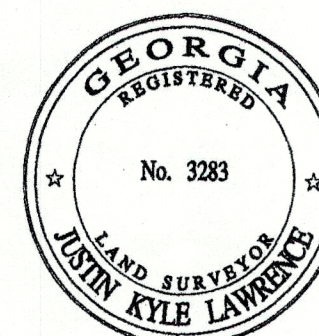
BEARINGS ARE BASED ON GEORGIA WEST STATE PLANE COORDINATE SYSTEM (NAD 83).

SAID TRACT CONTAINS 1.01 ACRES (43,940 SQUARE FEET), MORE OR LESS.

SURVEYORS CERTIFICATEIT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AND WAS
PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY BY ME OR PERSONS
UNDER MY SUPERVISION, AND THAT THE MONUMENTS REFERENCED HEREON
EXIST OR ARE MARKED "FUTURE" AND THEIR SIZES, LOCATIONS AND
MATERIALS ARE CORRECTLY SHOWN.BY: _____
JUSTIN KYLE LAWRENCE, GEORGIA REGISTERED LAND SURVEYOR NO. 3283**SURVEYOR'S CERTIFICATION**AS REQUIRED BY SUBSECTION(D) OF O.C.G.A. SECTION 15-6-67, THIS PLAT HAS
BEEN PREPARED BY A LAND SURVEYOR AND APPROVED BY ALL APPLICABLE LOCAL
JURISDICTIONS FOR RECORDING AS EVIDENCED BY APPROVAL CERTIFICATES,
SIGNATURES, STAMPS, OR STATEMENTS HEREON. SUCH APPROVALS OR
AFFIRMATIONS SHOULD BE CONFIRMED WITH THE APPROPRIATE GOVERNMENTAL
BODIES BY ANY PURCHASER OR USER OF THIS PLAT AS TO INTENDED USE OF ANY
PARCEL. FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS
PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY
SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE
GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND
SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67.

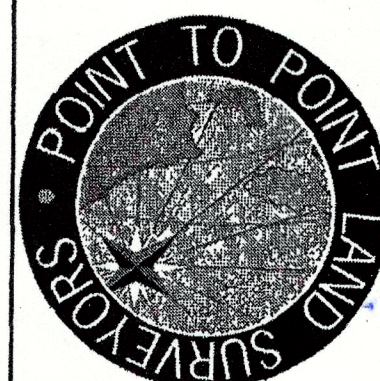
CERTIFICATE OF AUTHORIZATION: LSF000843

JUSTIN KYLE LAWRENCE, GA REGISTERED LAND SURVEYOR #3283



REVISION TO THE FINAL PLAT OF:

A FINAL PLAT REVISION PREPARED BY:

POINT TO POINT
LAND SURVEYORS1010 Pennsylvania Avenue
McDonough, GA 30253
(p) 678.565.4440 (f) 678.565.4497
(w) pointtopointsurvey.com

LAND LOTS: 25 & 26

DISTRICT: 5TH

SECTION: N/A

CITY: (UNINCORPORATED)

COUNTY: FAYETTE

STATE: GEORGIA

DATE: AUGUST 28, 2018

DRAWN BY: GSH

CHKD BY: JKL

APPROVED BY: C. INER

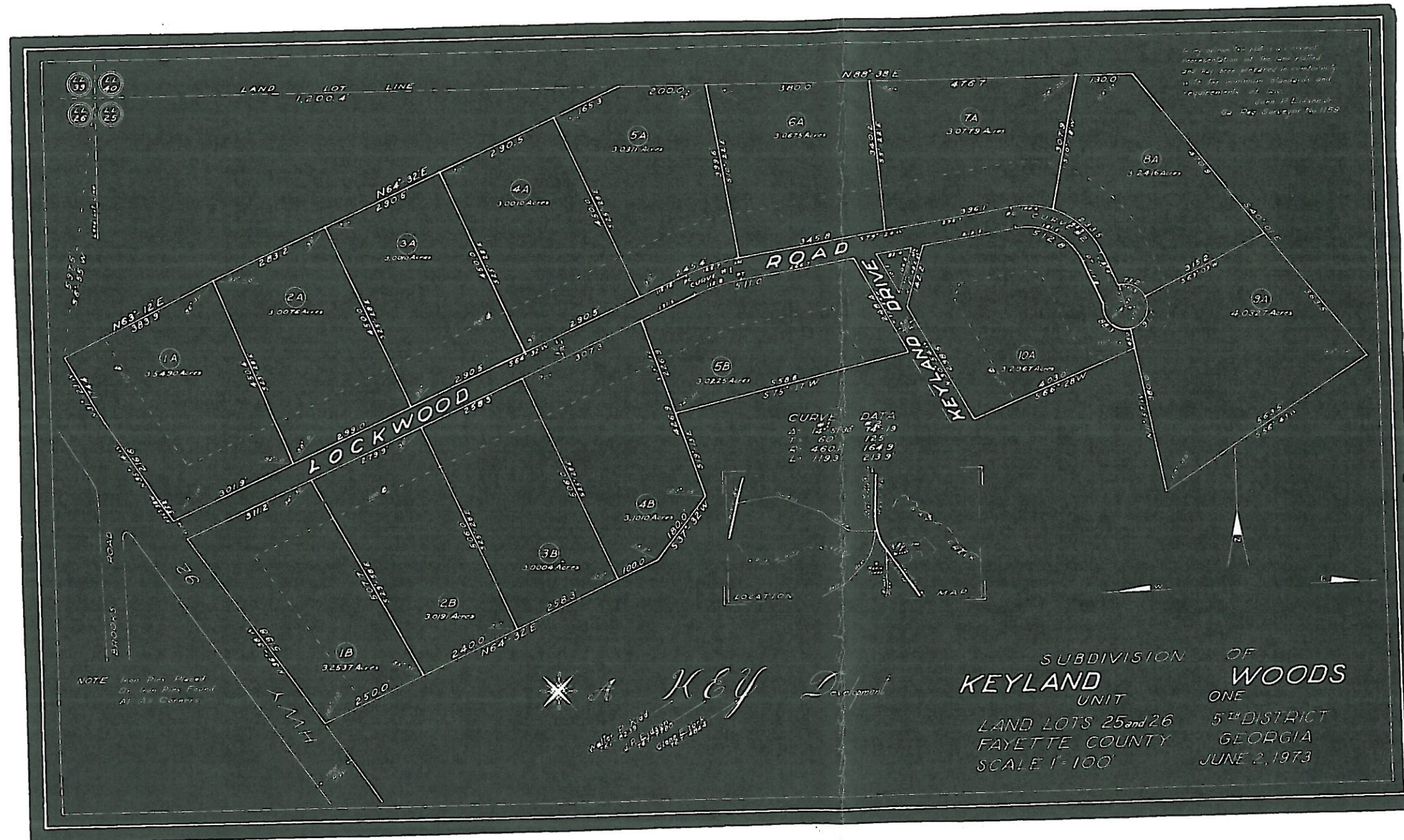
JOB #: 180910GA

FILE #: 18-C-023

SHEET NUMBER:

1

OF 1 SHEET



R-4D
225-72

COUNTY AGENDA REQUEST

Page 36 of 167

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of a Petition RP-070-18 to revise the Final Plat of North Bend to reconfigure Lot 1 by adding/exchanging property from an adjacent tract; property located in Land Lot 202 of the 5th District and fronts Corinth Road.

Background/History/Details:

Staff recommends approval of the request.

Planning Commission recommends approval of the request.

Al Gilbert made a motion to recommend approval of Petition No. RP-070-18. Danny England seconded the motion. The motion passed 5-0.

What action are you seeking from the Board of Commissioners?

Approval of Petition RP-070-18 to revise the Final Plat of North Bend to reconfigure Lot 1 by adding/exchanging property from an adjacent tract; property located in Land Lot 202 of the 5th District and fronts Corinth Road.

If this item requires funding, please describe:

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

PLANNING COMMISSION RECOMMENDATION**DATE:** January 3, 2019**TO:** Fayette County Commissioners

The Fayette County Planning Commission recommends that Petition No. RP-070-18, the application of Berachah Bible Church to revise the recorded plat for the North Bend Subdivision, be:

☒ Approved Withdrawn Disapproved

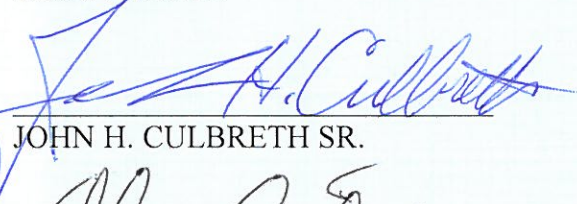
5-0-0

 Tabled until

This is forwarded to you for final action.



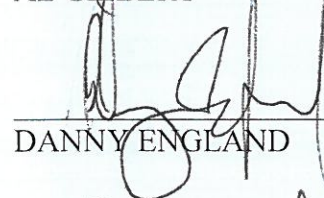
BRIAN HAREN



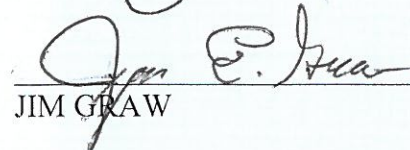
JOHN H. CULBRETH SR.



AL GILBERT



DANNY ENGLAND



JIM GRAW

Remarks:

**STATE OF GEORGIA
COUNTY OF FAYETTE**

RESOLUTION

NO. RP-070-18

WHEREAS, Berachah Bible Church, Owner, and Randy Boyd, Agent, having come before the Fayette County Planning Commission on January 3, 2019, requesting to revise the recorded plat for the North Bend Subdivision, as per Section 8-503, (b), 7. of the Fayette County Subdivision Regulations; and

WHEREAS, said request being as follows: Request to in the area of Corinth, Land Lot(s) 202 of the 5th District, for the purpose to revise the recorded plat for the North Bend Subdivision.; and

WHEREAS, the Fayette County Planning Commission having duly convened, and considered said request;

BE IT RESOLVED that the decision of the Fayette County Planning Commission, that said request be **approved**.

This decision is based on the following reasons:

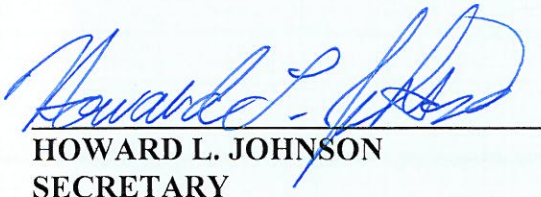
In compliance with the County's regulations and requirements, including availability of County water service.
Compatible with the surrounding area.
In compliance with the Land Use Plan.


PLANNING COMMISSION

OF

FAYETTE COUNTY

ATTEST:


HOWARD L. JOHNSON
SECRETARY


CHAIRMAN

THE FAYETTE COUNTY PLANNING COMMISSION met on January 3, 2019 at 7:00 P.M. in the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia.

MEMBERS PRESENT: John H. Culbreth, Chairman
Danny England, Sr., Vice-Chairman
Al Gilbert
Jim Graw
Brian Haren

STAFF PRESENT: Peter A. Frisina, Director of Community Services
Chanelle Blaine, Zoning Administrator
Howard Johnson, Planning and Zoning Coordinator

6. Consideration of a Petition RP-070-18 to revise the Final Plat of North Bend to reconfigure Lot 1 by adding/exchanging property from an adjacent tract. The property is located in Land Lot 202 of the 5th District and fronts Corinth Road.

Chairman Culbreth asked if there was anyone who wanted to speak in favor of the petition.

Randy Boyd said he represents to property owner which is Berachah Bible Church and the request is to reconfigure the adjacent Lot 1 of North Bend subdivision. He stated the subdivision was approved in 1983 and is zoned R-40. He said the intent is to reconfigure Lot 1 by taking a portion of the frontage and adding it to the church property for more road frontage and add an equivalent amount of property from the church to add it to the rear of Lot 1 to square it off as it is a triangle shaped lot now. He added that the configuration of the lot takes into consideration of the septic fields on the church property.

Chairman Culbreth asked if there was anyone who wanted to speak in opposition. Hearing none he said he would bring it back to the board.

Jim Graw asked why the church wants to add property to lot 1.

Randy Boyd said Lot 1 is a pie shaped lot and this squares the lot up and provides more rear yard.

Al Gilbert made a motion to recommend approval of Petition RP-070-18. Danny England seconded the motion. The motion passed 5-0.

PETITION NUMBER: RP-070-18

REQUESTED ACTION: Request approval to revise the Final Plat of North Bend subdivision to reconfigure Lot 1 by adding/exchanging property from an adjacent tract which contains the Berachah Bible Church.

EXISTING USE: Single-Family Residential

ZONING DISTRICT: R-40

LOCATION: 320 Corinth Road

LAND LOT/DISTRICT: Land Lot 202 of the 5th District

APPLICANT: Berachah Bible Church, INC.

INVESTIGATION

The Final Plat for North Bend subdivision was recorded on August 31, 1983. Rezoning 459-83, A-R to R-40, was approved by the Board of Commissioners on July 14, 1983. No conditions were placed on the rezoning.

Subdivision Regulations

Sec. 104-595. - Approval of subdivisions.

(2) Final plat or minor subdivision plat

j. Revision to a recorded final plat.

Revision to a recorded final plat. A revision to a recorded final plat shall show the name, phase (if any), date of the recorded subdivision plat being revised, and the exact citation with regard to the clerk of superior court records and the book and page number wherein said plat is recorded. See [section 104-596](#) for requirements to be indicated on the revised final plat, as applicable. In addition, proposed revisions to a recorded final plat that substantially changes the street and/or utility layout, unless initiated by the county, shall require a revised preliminary plat in accordance with this section. Proposed revisions to a recorded final plat of any existing residential or agricultural-residential subdivisions which add property to, increases the number of platted lots, or changes the principal use on a lot will be considered in public hearings before the planning commission and the board of commissioners. The legal notice shall be advertised at least seven calendar days prior to the public hearing before the planning commission, but not more than 45 calendar days, nor less than 15 calendar days prior to the public hearing before the board of commissioners. In the event that the timeframes above cannot be met with one advertisement, the notice shall be published twice. As applicable, a revised final plat shall comply with the revised preliminary plat and shall be approved by the planning commission.

Final Plat

Should this request be approved, a revised Final Plat for Lot 1 must be submitted, approved, and recorded.

Department Comments

Planning and Zoning: The concept plan indicates an accessory structure on the reconfigured lot 1 is within the side setback. Prior to approval of a revised Final Plat this accessory structure issue will need to be rectified through a variance from the Zoning Board of Appeals, removal or relocation of the accessory structure, or realignment of the property line. The applicant has indicated in the Letter of Intent that the structure will moved to meet the setback. In addition, as this revision will result in a change to the property containing the Berachah Bible Church, the site plan for the church will need to be updated prior to any further church building projects.

Water System: No Conflict

Environmental Management: EMD has no comment.

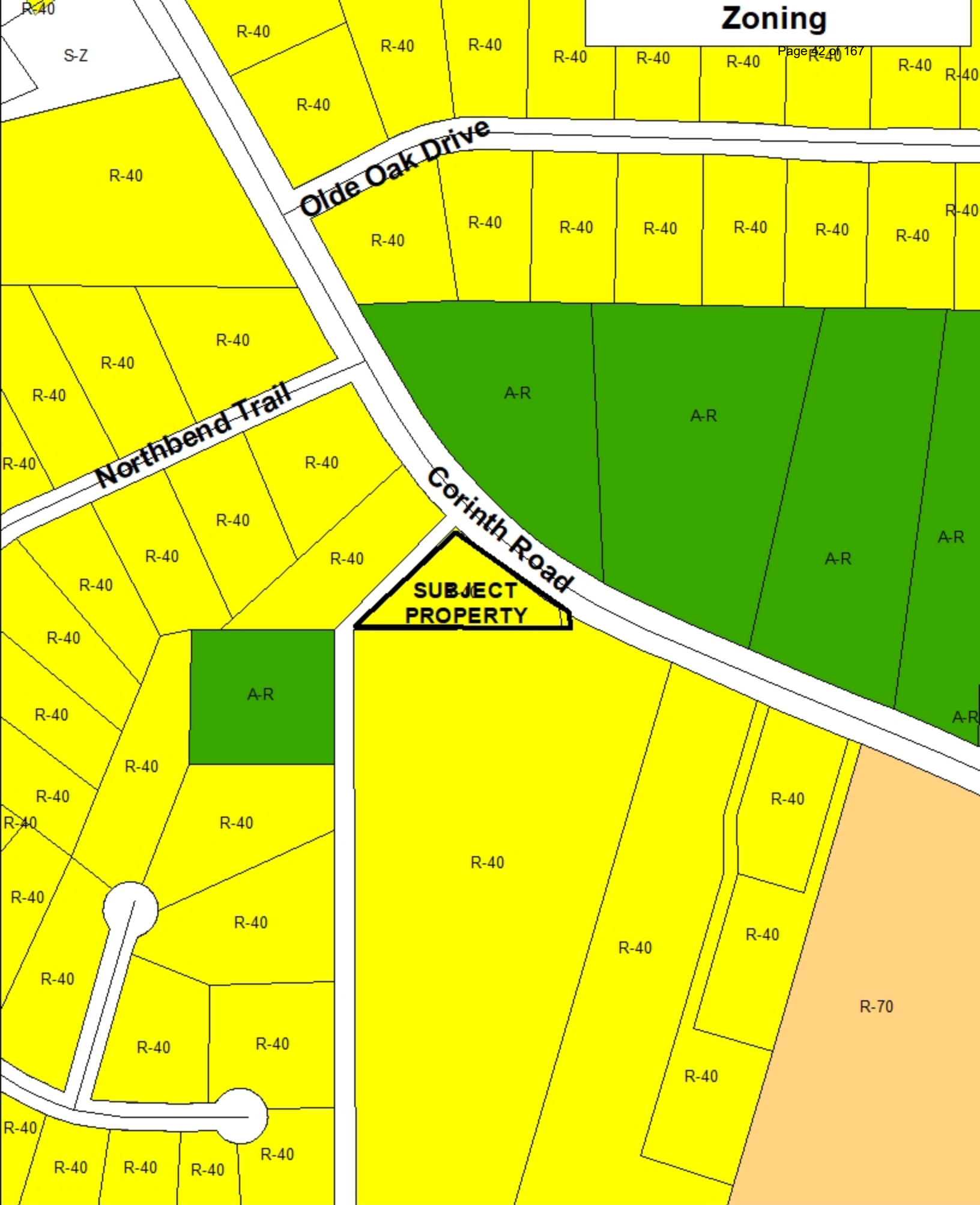
Environmental Health Dept.: Our department has record of an on-site sewage management system inspection report (repair) dated 9/27 /1990 that represents the system serving North Bend S/D, lot 1. In addition, we have records of systems that serve the church (310 Corinth Road) dated 11/7 /1990 and 5/25/2007. Based on our review of the inspection reports and a site evaluation performed 12/12/18, it appears the plat revision (property line adjustment) will not adversely impact compliance of the subject systems. Copies of the inspection documents are attached to this report.

Fire Marshal: Approved

County Engineer/Public Works Director: No Public Works/Engineering comments on the proposed plat revision. I understand the revision is not creating a new lot nor requesting new or improved access to Corinth Road.

STAFF ANALYSIS

Staff recommends **APPROVAL** of this request so the Final Plat procedure can begin. The applicant will need to address the aforementioned issues as well as any other issues discovered through the revised Final Plat procedure prior to approval.



Olde Oak Drive

Northbend Trail

Corinth Road

SUBJECT
PROPERTY

Low Density Residential
(1 Unit / 1 Acre)



Olde Oak Drive

Northbend Trail

Corinth Road

SUBJECT
PROPERTY

Letter of Intent

12/18/18

Randy M. Boyd
Agent for Berachah Bible Church, Inc.
P.O. Box 64
Zebulon, Ga. 30295

Fayette County, Ga. Planning & Zoning Department
Pete Frisina, Director
Stonewall Administrative Complex
140 Stonewall Avenue, West
Suite 202
Fayetteville, Ga. 30214

RE: Petition NO. RP-070-18
Lot 1 North Bend Subdivision (Tax Parcel No. 0546 02001)
and 13.34 Acre Tract (Tax Parcel No. 0546 044)

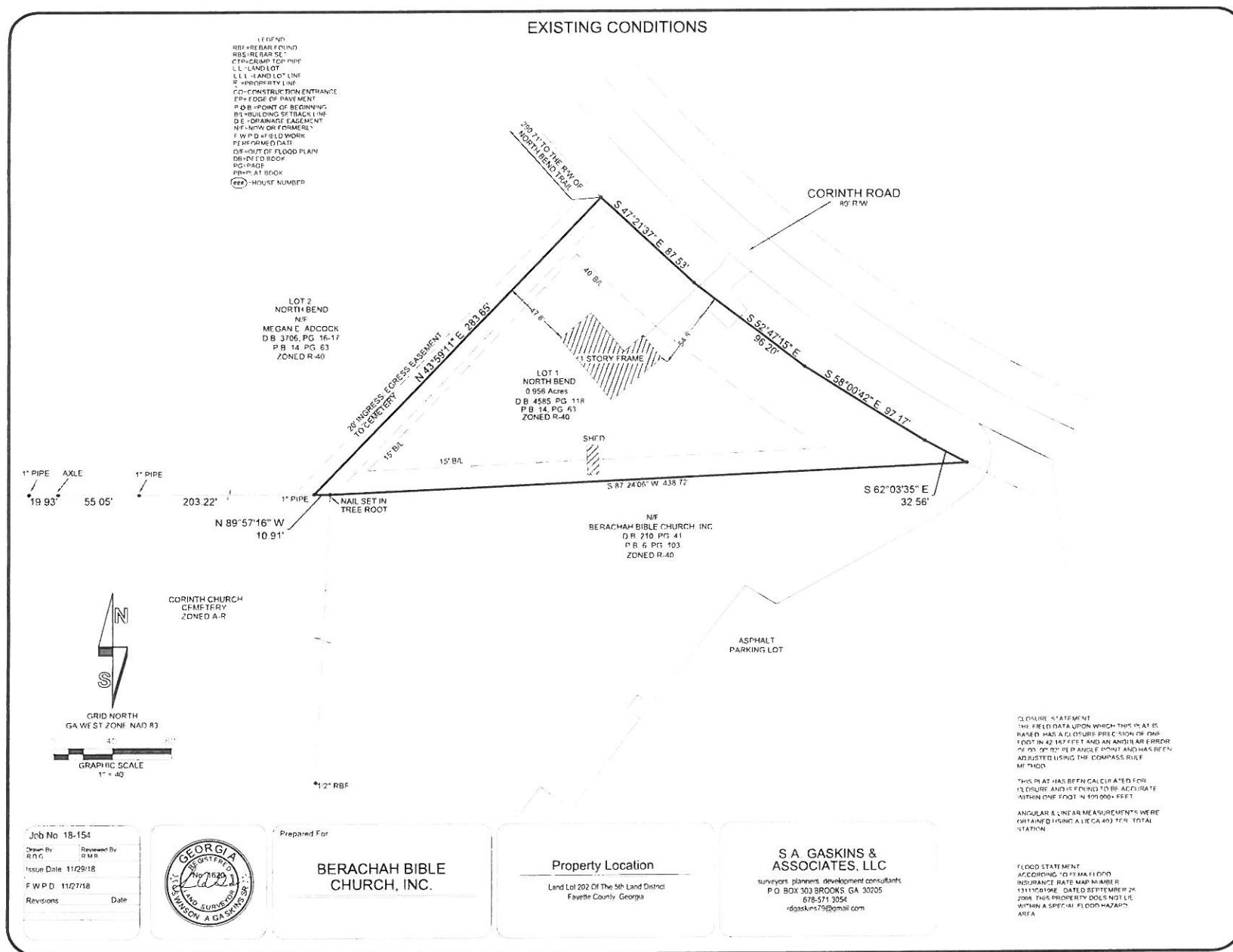
Dear Mr. Frisina,

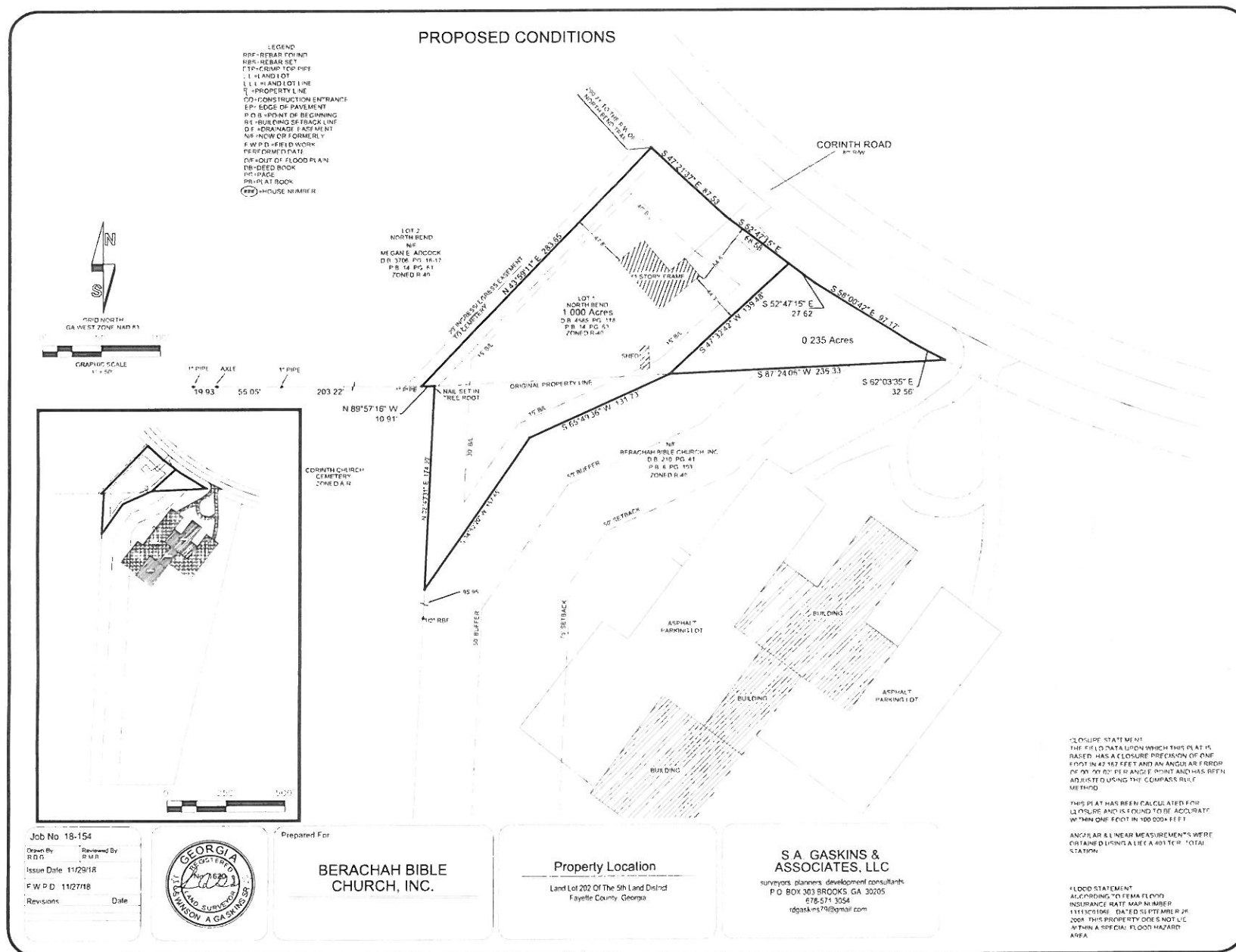
It is the intent of the Berachah Bible Church, Inc. to reconfigure Lot 1 of the North Bend Subdivision. A triangular shaped tract of land (0.235 acres) on the southeast corner of Lot 1 will be added to the 13.34 acres to the south which is also owned by Berachah Bible Church, Inc. A tract of land (0.241 acres) located at the northwest corner of the 13.34 acre site will be added to Lot 1 to create the revised 1.000 acre lot. The existing shed at the rear of the house will be moved to be clear of the 15' side building line.

Respectfully submitted,

Randy M. Boyd

Randy M. Boyd





-BENCHMARK: NAIL AT CENTERLINE
OF CORINTH ROAD & NORTH BEND
TRAIL ELEV. 851.82

CURVE NO. 2

$= 40248' 43''$

 $R = 537.592$

$T = 200.00'$

$$L = 382.94'$$

NO USGS MONUMENT WITHIN 500' OF THIS SUBL
NO VARIANCES BY PLANNING AND ZONING BOARD.

I certify that all measurements are correct and were from an actual survey of the property made under my that monument locations are correctly shown; and, the will drain as shown. Monuments are shown by iron pin

SIGNED _____
SURVEYOR REG. 1327

CORINTH CHURCH
CEMETERY

LOC.

LOT 40

LOT 41

NORTH BEND
COURT

APPLICATION TO REVISE A RECORDED PLAT
(PUBLIC HEARING)PETITION NO: RP- 070 - 18NAME OF RECORDED PLAT: NORTH BEND SUBDIVISION (P.B. 14, PG. 63)OWNER OF PROPERTY: BERACH BIBLE CHURCH, INCMAILING ADDRESS: 320 CORINTH ROAD, JONESBORO, GA.PHONE: 404-275-1677 30238E-MAIL: [REDACTED]AGENT FOR OWNER: KANDY M. BOYDMAILING ADDRESS: P.O. BOX 64, ZEBULON, GA. 30295PHONE: 404-275-1677E-MAIL: [REDACTED]LOCATION: LAND LOT(S) 202 DISTRICT 5th ROAD CORINTH ROADLEGAL DESCRIPTION ATTACHED: ✓ ZONING: R-40FIFTEEN COPIES OF CONCEPT PLAN ATTACHED: ✓TOTAL NUMBER OF LOTS: 1 TOTAL NUMBER OF ACRES: 1.00DATE OF PLANNING COMMISSION HEARING: JANUARY 3, 2019DATE OF COUNTY COMMISSIONERS HEARING: JANUARY 24, 2019REASON FOR REVISION: RECONFIGURE LOT 1, NORTH BEND SUBDIVISION (SEE LETTER OF INTENT)

COUNTY AGENDA REQUEST

Page 50 of 167

Department: Board of Commissioners

Presenter(s): Board of Commissioners

Meeting Date: Thursday, January 24, 2019

Type of Request: Consent **Item #5**

Wording for the Agenda:

Approval of Resolution 2019-01: Resolution of the Fayette County Commissioners Pledge to Citizens and County Staff on Core Values and Beliefs.

Background/History/Details:

On January 2, 2013, the Fayette County Board of Commissioners approved Resolution 2013-01, and in so doing the Board made a pledge to the citizens of Fayette County and Fayette County's staff regarding the Board's Core Values and Beliefs.

The Board has often asked the citizens to hold them accountable to the public pledge and in recent years, each other.

The current resolution demonstrates an on-going commitment of the Board of Commissioners to the citizens and staff regarding the Board's Core Values and Beliefs.

What action are you seeking from the Board of Commissioners?

Approval of Resolution 2019-01: Resolution of the Fayette County Commissioners Pledge to Citizens and County Staff on Core Values and Beliefs.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years? Yes

If so, when? January 12, 2017

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request? Yes

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance Not Applicable

Reviewed by Legal

Approved by Purchasing Not Applicable

County Clerk's Approval Yes

Administrator's Approval

Staff Notes:

RESOLUTION 2019-01

**RESOLUTION OF THE FAYETTE COUNTY COMMISSIONERS
PLEDGE TO CITIZENS AND COUNTY STAFF ON CORE VALUES AND BELIEFS**

- WHEREAS,** the 2019 Fayette County Board of Commissioners desire to affirm their core values and beliefs to our constituents and county staff; and
- WHEREAS,** the Board of Commissioners acknowledges they were placed in office by the voters of Fayette County and are responsible for conducting the official business of those citizens, looking out for their best interests; and
- WHEREAS,** the Board is determined to give the citizenry ample opportunity to voice their comments and concerns in all meetings; and
- WHEREAS,** the Board respects each individual staff member and believes that members who are treated with respect and given responsibility respond by giving their best; and
- WHEREAS,** although there may not be unanimous consent on every issue, the Board requires complete honesty and integrity in everything we do while valuing everyone’s opinion; and
- WHEREAS,** the Board will take its commitments very seriously, and then do its utmost to live up to them, acknowledging the importance of doing what we say we are going to do; and
- WHEREAS,** the Board recognizes that the work performed by each staff member is an important part of their life, and it should be fulfilling and rewarding, so we encourage an open and welcoming workplace; and
- WHEREAS,** the Board vows to be good stewards of the citizen’s resources, exercising the same vigilance that we would use to guard and conserve our own personal resources; and
- WHEREAS,** the Board insists that each commissioner and each staff member always give their best effort in everything we undertake, refusing to accept sloppiness or lack of effort; and
- WHEREAS,** the entire Board, each department director and each individual in our organization is expected to understand our mission and our goals realizing that doing so it is extremely critical to our success; and
- WHEREAS,** the Board believes in the Golden Rule, and we will strive to be friendly, courteous, fair and compassionate in all our dealings; and
- WHEREAS,** the Board and our staff members should always feel a sense of urgency on any matters related to our citizens, owning problems and always being responsive

NOW, THEREFORE, BE IT RESOLVED that we, the Board of Commissioners of Fayette County, Georgia do hereby pledge our acceptance of these core values and beliefs in the service of our citizens.

So resolved this 24th day of January 2019 by the

FAYETTE COUNTY BOARD OF COMMISSIONERS

Randy C. Ognio, Chairman

Charles W. Oddo, Vice Chairman

Edward Gibbons, Commissioner

Eric K. Maxwell, Commissioner

Charles D. Rousseau, Commissioner

COUNTY AGENDA REQUEST

Page 52 of 167

Department:

Presenter(s):

Meeting Date:

Type of Request: **Item #6**

Wording for the Agenda:

Approval of staff's recommendation to award Proposal #1576-P for Investment Services to Public Trust Advisors, LLC.

Background/History/Details:

Fayette County's current Investment Services were originally contracted with MBIA, bought by Cutwater Investments, which was then bought by Insight Investments. Due to increased realized and unrealized gains and investment fees, and charges for services not previously charged, the Investment Services RFP was released.

Four investment institutions submitted proposals. A selection committee, consisting of Fayette County staff, reviewed each of the proposals submitted and is recommending Public Trust Advisors, LLC. Fees are 0.06% for the first \$25M in assets and 0.05% for assets above \$25M, with no minimum monthly fee. Fayette County averages \$42M in the Core Funds Account and \$8M in the Enhanced Cash Account totaling approximately \$50M.

What action are you seeking from the Board of Commissioners?

Approval of staff's recommendation to award Proposal #1576-P for Investment Services to Public Trust Advisors, LLC.

If this item requires funding, please describe:

Funding for investment fees is available in the General Fund and the Water System Fund.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



Purchasing Department
 140 Stonewall Avenue West, Ste 204
 Fayetteville, GA 30214
 Phone: 770-305-5420
www.fayettecountyga.gov

To: Steve Rapson

From: Ted L. Burgess

Date: January 24, 2019

Subject: Request for Proposals #1576-P: Investment Services

In accordance with the county's Policies and Procedures manual, Section 300.3 titled "Investments," funds not needed for immediate cash are to be invested in a way that (1) safeguards the principal, (2) provides the liquidity required to meet financial obligations in a timely manner, and given these two goals, (3) provides the best return on investment.

The Finance Department seeks to enter into a contract with an investment firm for an initial three-year period, with two 12-month renewal options. For this purpose, the Purchasing Department issued Request for Proposals (RFP) #1576-P, Investment Services. Emails were sent to 25 contractors from the county's bidders' list or identified through other sources. Another 76 were contacted through the web-based Georgia Procurement Registry. Notification was provided via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), and Channel 23.

Four firms submitted proposals. An Evaluation Committee was convened, consisting of four Finance Department staff. They evaluated the proposals based on criteria included in the RFP (please see attached).

The Evaluation Team recommends award of the contract to Public Trust Advisors, LLC. If awarded, the contract will consist of an initial term of three years (through 6/30/2021), with two potential 12-month renewal terms.

The county has not contracted with Public Trust Advisors in the past, so a Contractor Performance Evaluation is not available.

Specifics of the proposed contract are as follows:

Contract Name	1576-P, Investment Services
Contractor	Public Trust Advisors, LLC
Contract Term	Three-year initial term, & two 12-month renewal terms
Contract Amount	Estimated \$27,500 per year, based on average account balances
Budget	N/A – Fees are deducted from remittances

RFP #1576-P: INVESTMENT SERVICES EVALUATION SCORING SHEET

Summary

TECHNICAL MERIT:		MAX POINTS	GARCIA HAMILTON & ASSOCIATES, L.P.	PFM ASSET MANAGEMENT LLC	INSIGHT NORTH AMERICA	PUBLIC TRUST ADVISORS, LLC
1	Firm's Background, Organization & Experience	30	17.5	21.3	22.5	28.8
2	Project Team	30	20.0	21.3	16.3	27.5
3	Investment Management, Approach & Discipline	30	18.8	23.8	17.5	28.8
4	Accounting and Reporting	10	4.0	6.8	6.5	9.5
Total Technical Merit Points		100	60.3	73.0	62.8	94.5

Annual Price (Details on attached page)		\$50,000	\$45,000	\$32,500	\$27,500
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Technical Merit Score	70%	42.2	51.1	43.9	66.2
Price Score	30%	<u>5.5</u>	<u>10.9</u>	<u>24.5</u>	<u>30.0</u>
Total Score		47.7	62.0	68.4	96.2

**RFP #1525-P: Investment Services
Proposed Fees**

	<i>Estimated Average Accounts</i>	Garcia Hamilton & Assoc.		PFM Asset Mgt.		Insight Investment		Public Trust Advisors	
		<u>Fee</u>	<u>Price</u>	<u>Fee</u>	<u>Price</u>	<u>Fee</u>	<u>Price</u>	<u>Fee</u>	<u>Price</u>
0 to \$25,000,000	<i>25,000,000</i>	0.10%	\$25,000	0.10%	\$25,000	0.07%	\$17,500	0.06%	\$15,000
\$25,000,000 to \$50,000,000	<i>25,000,000</i>	0.10%	25,000	0.08%	20,000	0.06%	15,000	0.05%	12,500
\$50,000,001 to \$100,000,000	-	0.10%	-	0.07%	-	0.06%	-	0.05%	-
Over \$100,000,000	-	0.10%	-	0.06%	-	0.06%	-	0.05%	-
Total Based on Basis Points	<i>50,000,000</i>		50,000		45,000		32,500		27,500
Minimum Annual Charge			NA		25,000		24,000		NA
Maximum Annual Charge			50,000		NA		NA		NA
Net Annual Total	<i>50,000,000</i>		50,000		45,000		32,500		27,500
Evaluation Score - Fees			5.5		10.9		24.5		30.0

COUNTY AGENDA REQUEST

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Department: Fayette County Water System

Presenter(s): Lee Pope, Director

Meeting Date: Thursday, January 24, 2019

Type of Request: Consent **Item #7**

Wording for the Agenda:

Water Committee recommendation to close the Lake McIntosh Park on Saturday, March 16, 2019 for the Peachtree City Rowing Club Rowing Scrimmage Event.

Background/History/Details:

The Peachtree City Rowing Club has requested the use of Lake McIntosh Park for their event on March 16, 2019. Set up will take place on March 15 to prepare for the event to begin at 7:00 a.m. the next morning. The Rowing Club has been good stewards in the past and have followed all the guidelines required by the County. They are an affiliate of the County under an IGA with Parks and Recreation; this is a sanctioned recreational activity.

A sign will be placed at the park prior to the event to notify the public of the park being closed during this time.

What action are you seeking from the Board of Commissioners?

Approval of the Water Committee recommendation to close the Lake McIntosh Park on Saturday, March 16 for the Peachtree City Rowing Club Rowing Scrimmage Event.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years? No

If so, when?

Is Audio-Visual Equipment Required for this Request? No

Backup Provided with Request? Yes

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance Not Applicable

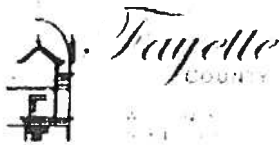
Reviewed by Legal

Approved by Purchasing Not Applicable

County Clerk's Approval Yes

Administrator's Approval

Staff Notes:



SPECIAL EVENTS APPLICATION

PARKS AND RECREATION DEPARTMENT

140 W. STONEWALL AVE., FAYETTEVILLE, GA. 30214

770-716-4320

Page 57 of 167

Date: _____

Fee: _____

Check/Cash: _____

Office Use Only

APPLICATION FEE: \$30.00

The application permit fee partially offsets the cost of reviewing your permit application and coordinating the event review process. Payment of the application fee does not guarantee that your special event permit application is complete nor does it guarantee that any or all aspects of the application will be approved.

NAME OF EVENT: _____

APPLICANT TYPE	APPLICANT INFORMATION
<input type="checkbox"/> Regular	Host Organization: <u>Peachtree City Rowing Club</u>
<input checked="" type="checkbox"/> Non-Profit (501c)	Chief Officer of Host Organization: <u>Megan Bradek</u>
<input type="checkbox"/> Must provide copy of IRS letter	Applicant Name: <u>Matthew Fanny</u>
<input type="checkbox"/> County Sponsored Event	Address: Street <u>P.O. Box 2220</u>
<input type="checkbox"/> Other	City <u>Peachtree City</u> State <u>GA</u> Zip <u>30226</u>
	Telephone: Home _____ Cell _____
	Email: _____

DATES REQUESTED	FIRST CHOICE: <u>03 / 16 / 2019</u>	SECOND CHOICE: _____
-----------------	-------------------------------------	----------------------

EVENT TYPE	ACTIVITY DESCRIPTION	CHECK ALL THAT APPLY TO THIS ACTIVITY
<input checked="" type="checkbox"/> Athletic/Tournament	<u>Rowing scrimmage on Lake McIntosh between PTCL, ATPL, SACL, & CCCL</u>	<input type="checkbox"/> Alcohol <input type="checkbox"/> Require Fire/EMS
<input type="checkbox"/> Exhibit/Special Attraction		<input type="checkbox"/> Signage/Banners <input type="checkbox"/> Require Police
<input type="checkbox"/> Festival/Wedding		<input type="checkbox"/> Amplified Sound/Music <input type="checkbox"/> Require Public Work Staff
<input type="checkbox"/> Parade/Procession/March		<input type="checkbox"/> Tents/Canopies <input type="checkbox"/> Cones/Barrels/Barricades
<input type="checkbox"/> Concert/Performance		<input type="checkbox"/> Fireworks/Lasers <input type="checkbox"/> Transportation Shuttle
<input type="checkbox"/> Farmer/Outdoor Market		<input type="checkbox"/> Generators/Electricity <input type="checkbox"/> Vendors/Concessions
<input type="checkbox"/> Run/Walk/Bike		<input checked="" type="checkbox"/> Portable Restrooms <input type="checkbox"/> Require Hotel Rooms
<input type="checkbox"/> Fundraiser		<input type="checkbox"/> Trash & Recycling <input type="checkbox"/> Media Coverage/Press
<input type="checkbox"/> Other		<input type="checkbox"/> Crossing/Closing Roads <input type="checkbox"/> Other (describe)
		<input checked="" type="checkbox"/> Lake/Pond Use
		<input type="checkbox"/> Carnival/Rides/Inflatable Recreation

ADMISSION	LOCATION DESCRIPTION
<input checked="" type="checkbox"/> Public Event (no cost)	<u>Lake McIntosh park</u>
<input type="checkbox"/> Tickets/Entry Fees	
<input type="checkbox"/> Pre-Registration Only	
<input type="checkbox"/> Registration at Event	
<input type="checkbox"/> Private Event	
<input type="checkbox"/> Other	

FIELD #s (circle all that apply): 1 2 3 4 5 6 7 8 9 10 11 21 22 23 24 25

ATTENDANCE	ANTICIPATED SPECTATORS	ANTICIPATED PARTICIPANTS	EVENT DATE/TIME DATE
Estimated Total	<u>300</u>	250 <u>300</u>	SET UP DATE: <u>3/16/19</u> SET UP TIME: <u>7 AM</u>
Estimated at Peak Time	<u>300</u>	250 <u>300</u>	EVENT START DATE: <u>3/16/19</u> EVENT START TIME: <u>8 AM</u>
Total Attendance	<u>300</u>	250 <u>300</u>	EVENT END DATE: <u>3/16/19</u> EVENT END TIME: <u>2 PM</u>
			DISMANTLE DATE: <u>3/16/19</u>

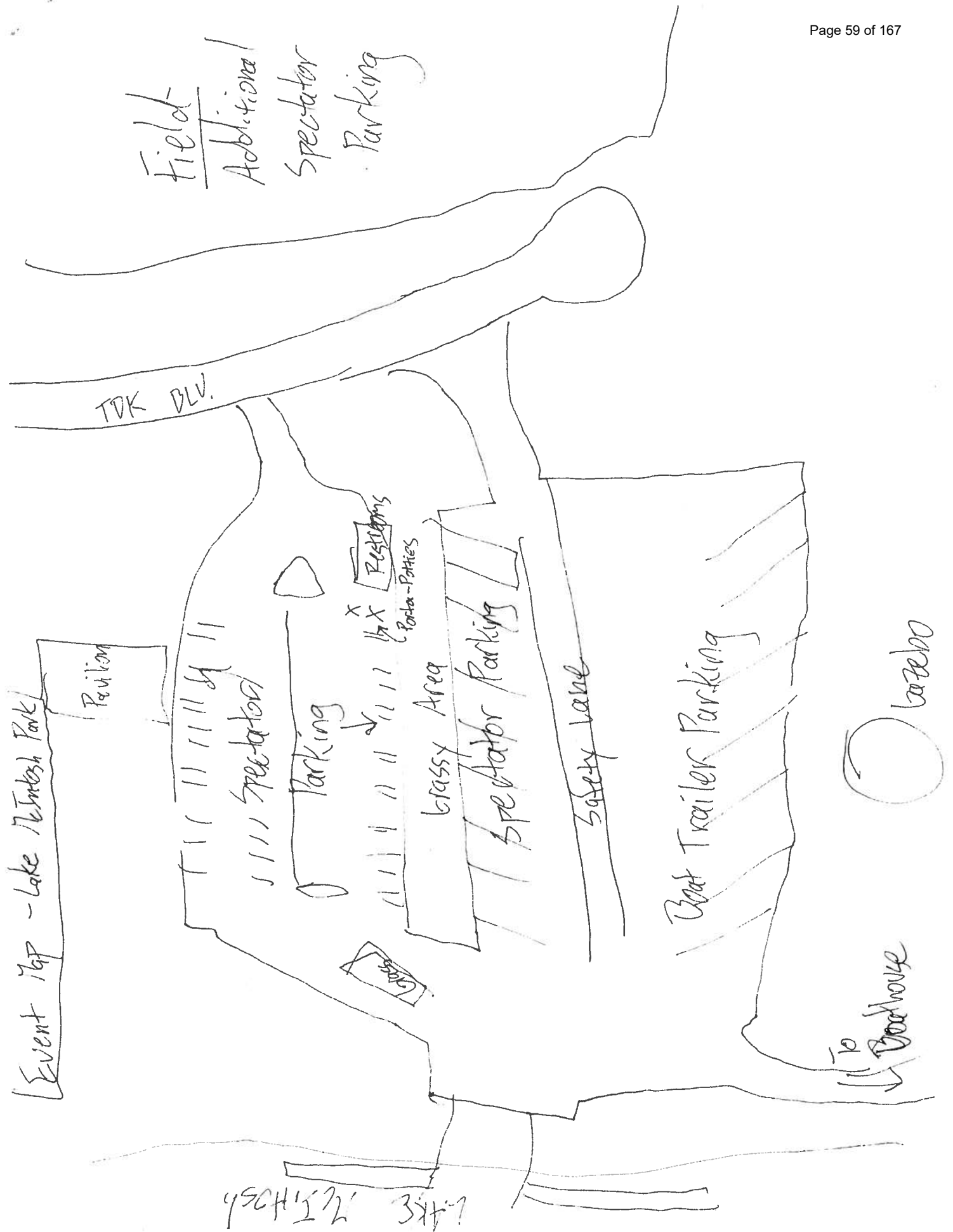
ADDITIONAL INFORMATION AND FEES SHALL BE REQUIRED BASED ON ADDITIONAL SERVICES REQUESTED. THESE INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING: RENTAL FEES, CLEAN UP PLAN, SANITATION PLAN, SECURITY PLAN, LIFE SAFETY PLAN, EQUIPMENT DELIVERY/PICKUP/SETUP, DIRECTING TRAFFIC, UTILITIES, INSURANCE, FIELD/LANDSCAPING PREPARATION, INSPECTIONS, ETC.

SIGNATURE OF APPLICANT OR AUTHORIZED REPRESENTATIVE: <u>Matthew Fanny</u>	DATE: <u>1/4/19</u>
---	---------------------

Narrative/Timeline

Rowing Scrimmage at Lake McIntosh Park, Saturday, March 16 2019

- Friday Afternoon, Porta-Potties set up (March 15th)
- Saturday Morning, approx. 7 AM. Visiting teams arrive, park boat trailers, rig boats/equipment
- Saturday Morning/Afternoon, from approx. 8 AM - 2pm, Scrimmage races on Lake McIntosh. Boats will launch & recover from the PCCRC dock.
- Saturday Afternoon, approx 2-3pm, Visiting teams will de-rig boats, load boat trailers, and depart. At the same time, PCCRC will ensure all trash is picked up and park is clean.
- Saturday Afternoon, approx. 4pm, Porta-Potties can be picked up. Event concluded.



BOARD OF COUNTY COMMISSIONERS

Randy Ognio, Chairman
Charles W. Oddo, Vice Chairman
Edward Gibbons
Eric K. Maxwell
Charles D. Rousseau

Item #8



FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Tameca P. White, County Clerk
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

MINUTES

January 10, 2019

6:30 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

SWEARING-IN:

Probate Court Judge Ann S. Jackson to administer the Loyalty Oath and Official Oath of County Commissioner of the State of Georgia to Commissioner-Elect Edward "Edge" Gibbons Jr.

Probate Court Judge Ann S. Jackson administered the Official Oath and the Loyalty Oath to Commissioner-Elect Edward "Edge" Gibbons Jr. He was successfully sworn-in to the Board of Commissioners.

Commissioner Gibbons thanked all those who helped him along the way and were key in helping him get elected. He thanked his wife for always supporting him.

Probate Court Judge Ann S. Jackson to administer the Loyalty Oath and Official Oath of County Commissioner of the State of Georgia to Commissioner-Elect Charles D. Rousseau.

Probate Court Judge Ann S. Jackson administered the Official Oath and the Loyalty Oath to Commissioner-Elect Charles D. Rousseau. He was successfully sworn-in to the Board of Commissioners.

Commissioner Rousseau thanked everyone for the support from the community. He made comments and thanked the Board and staff. He thanked his wife for her support and concluded by thanking Judge Jackson.

Call to Order by County Attorney Dennis Davenport

County Attorney Dennis Davenport called the January 10, 2019 Organizational Meeting of the Board of Commissioners to order at 6:37 p.m.

ORGANIZATIONAL SESSION:

1. Election of Board Chairman for the year 2019.

Commissioner Charles Oddo nominated Commissioner Randy Ognio as Chairman.

Commissioner Edward Gibbons nominated Commissioner Eric Maxwell as Chairman.

Commissioner Ognio moved to close the floor for nominations. Commissioner Gibbons seconded. The motion passed 5-0.

Commissioner Oddo moved to elect Commissioner Ognio as Chairman. Commissioner Rousseau seconded. The motion passed 5-0.

2. Election of Board Vice-Chairman for the year 2019.

Commissioner Rousseau nominated Commissioner Oddo as Vice Chairman.

Commissioner Rousseau moved to close the floor for nominations. Commissioner Gibbons seconded. The motion passed 5-0.

Commissioner Rousseau moved to elect Commissioner Oddo as Vice Chairman. Commissioner Gibbons seconded. The motion passed 5-0.

OFFICIAL SESSION:

3. Invocation and Pledge of Allegiance by Commissioner Eric Maxwell

Commissioner Maxwell offered the Invocation and led the Pledge of Allegiance.

4. Acceptance of Agenda

Vice Chairman Oddo moved to accept the agenda. Commissioner Rousseau seconded. The motion passed 5-0.

PROCLAMATION/RECOGNITION:

5. Recognition of the Fayette County 6th Annual Merry Door Decorating Contest winners.

County Administrator Steve Rapson recognized the Tax Assessor's Office for winning third place. He presented the Human Resource Department as the second-place winners and the 911 Center as the first-place winners with trophies.

PUBLIC HEARING: None

CONSENT AGENDA:

Commissioner Rousseau requested to remove items #6, #7 and #11 for discussion.

Vice Chairman Oddo moved to approve the Consent Agenda with the exception of items #6, #7 and #11 for discussion. Commissioner Gibbons seconded. The motion passed 5-0.

6. Approval of authorization to sign checks combining any of the following two signatures for transactions at or above \$5,000.00: Chairman, Vice-Chairman, County Administrator.

Commissioner Rousseau stated that he would like to have the language from #8 added to items #6 and #7; "other documents approved by and on behalf of the Board of Commissioners".

Commissioner Rousseau moved to add the language "other documents approved by and on behalf of the Board of Commissioners" to items #6 and #7. Commissioner Gibbons seconded.

Commissioner Maxwell asked if Commissioner Rousseau was asking that the "by and on behalf of the Board of Commissioners" be added to the language. Commissioner Rousseau stated correct. He continued that since all monies and expenditures had to be approved by the Board, that he felt that language should be included in #6 and #7 as stated in item #8.

Commissioner Maxwell asked if that language had been added in the past. Mr. Davenport stated that he could not recall. He stated that the language was used from the last agenda that included this request in 2018, so it may not have been included in the past. Commissioner Maxwell stated that he had no problem with the request as long as the Board did not have to vote on each individual check. He asked if the motion was narrow enough so that the Board would not have to vote on each of them.

Mr. Rapson stated that the language would not substantially change the items. He stated that if the language stated, "approved by the Board" that would be substantially different than "on behalf of the Board". He stated that there were policies in place and internal procedures in place to ensure that the expenditures are from a budget that had been approved by the Board.

Commissioner Rousseau moved to add the language "other documents approved by and on behalf of the Board of Commissioners" to items #6 and #7. Commissioner Gibbons seconded. The motion passed 5-0.

7. **Approval of authorization to sign checks for transactions in the amount of \$4,999.99 or less: Chairman, Vice-Chairman, County Administrator.**
8. **Approval of the Chairman, Vice-Chairman, and the County Administrator to execute contracts, resolutions, agreements, or other documents approved by and on behalf of the Board of Commissioners.**
9. **Approval of a request from the Fayette County DUI Court to accept a supplemental grant award for 2018 from the Criminal Justice Coordinating Council (CJCC) of \$14,030 and to authorize the expenditure of 10% local matching funds in the amount of \$1,558.89.**
10. **Approval of staff's request to accept the quote from Donaldson Electric Company Inc. for Quote #1591-A in the amount of \$45,207.85 for purchase and installation of a replacement back-up generator at Fire Station No.6.**
11. **Approval of the December 13, 2018 Board of Commissioners Meeting Minutes.**

Commissioner Rousseau noted changes to the minutes. The first change was the word "form" to "forum" on page 14 of 37 of the agenda package and the word "starling" to "startling" on page 29 of 37 of the agenda package.

Commissioner Rousseau moved to approve the December 13, 2019 Board of Commissioners Meeting Minutes with the noted changes. Vice Chairman Oddo seconded. The motion passed 5-0.

OLD BUSINESS: None

NEW BUSINESS:

12. **Consideration of the County Attorney's recommendation to approve the disposition of tax refunds, as requested by Judith Freeman for tax years 2015, 2016 and 2017 in the aggregate amount of \$928.86.**

Mr. Davenport stated that the memo explained the basis for the request. He stated that there was an assessed value of a finished basement, but Ms. Freeman did not have a finished basement. He stated that there was no adjustment for 2018 because this was corrected in 2018. The recommendation was for the approval of \$928.86.

Commissioner Rousseau moved to approve the disposition of tax refunds, as requested by Judith Freeman for tax years 2015, 2016 and 2017 in the aggregate amount of \$928.86. Vice Chairman Oddo seconded. The motion passed 5-0.

13. **Consideration of the County Attorney's recommendation to approve the disposition of tax refunds, as requested by Mark and Marie Schwartz for tax year 2017 in the aggregate amount of \$60.17.**

Mr. Davenport stated that this request was made due to the property card in 2017 that showed one more acre than the Schwartz's owned and the county recognized it as an error on the county's part. The recommendation was for the approval of \$60.17.

Commissioner Rousseau moved to approve the disposition of tax refunds, as requested by Mark and Marie Schwartz for tax year 2017 in the aggregate amount of \$60.17. Vice Chairman Oddo seconded. The motion passed 5-0.

PUBLIC COMMENT:

Roy Bishop stated that he would like to have Public Works Director Phil Mallon give an update on a traffic light at Veterans Parkway and Highway 92 and he asked if there was anything that could be done about the mud due to all the rain.

ADMINISTRATOR'S REPORTS:

Mr. Rapson stated that he would have Mr. Mallon contact Mr. Bishop with a response.

A. Contract #1163-B: Cal-Flo Lime Slurry – Amendment 2

ATTORNEY'S REPORTS:

Notice of Executive Session: County Attorney Dennis Davenport stated that there were four items involving property acquisition, two items involving pending litigation and the review of the Executive Session minutes for December 13, 2018.

COMMISSIONERS' REPORTS:

Commissioner Maxwell:

Congratulations: Commissioner Maxwell congratulated Chairman Ognio and offered his assistance if needed. He extended that offer to Vice Chairman Oddo as well.

Commissioner Maxwell welcomed Commissioner Rousseau "back" for another term and congratulated him and Commissioner Gibbons for winning their elections.

Commissioner Rousseau:

Congratulations: Commissioner Rousseau stated that he joined in congratulating Chairman Ognio and Commissioner Gibbons. He welcomed Commissioner Gibbons aboard and offered his assistance if needed. He thanked Commissioner Maxwell for his two-years of leadership and thanked those that re-elected him and for putting their trust in him. He stated that he would continue to work hard to be an advocate, voice and servant leader on the Board.

Vice Chairman Oddo:

Thank you: Vice Chairman Oddo stated that he wanted to thank Commissioner Maxwell. He stated that when the Board changed chairman, it was not a reflection of the person. He stated that there were five individuals that would like to be in the seat of chairman. He stated that he appreciated the job that Commissioner Maxwell had done, and he felt Chairman Ognio would do a fine job.

He welcomed Commissioner Gibbons and congratulated Chairman Ognio and Commissioner Rousseau.

Chairman Ognio:

Thank you: Chairman Ognio thanked the Board for having faith in him as chairman. He thanked Commissioner Maxwell for the last two years. He reiterated that it was not an issue of whether the job was done good or bad. He stated that they all felt that they would like to be chairman for at least one year.

EXECUTIVE SESSION:

Four items involving property acquisition, two items involving pending litigation, and the review of the Executive Session minutes for December 13, 2018: Vice Chairman Oddo moved to go into Executive Session. Commissioner Rousseau seconded. The motion passed 5-0.

The Board recessed into Executive Session at 7:01 p.m. and returned to Official Session at 8:02 p.m.

Return to Official Session and Approval to Sign the Executive Session Affidavit: Chairman Ognio moved to return to Official Session and for the Chairman to sign the Executive Session Affidavit. Commissioner Rousseau seconded. The motion passed 5-0.

Mr. Davenport updated the Board on a worker's compensation settlement. This settlement was with Joseph Waldrop from the Sheriff's Office. The proposed settlement totaled \$95,000 with his execution of a general release, confidentially clause, non-disparagement and separate from employment with no return.

Commissioner Rousseau moved to approve the settlement agreement as describe by County Attorney. Vice Chairman Oddo seconded. The motion passed 5-0.

Approval of the December 13, 2018 Executive Session Minutes: Chairman Ognio moved to approve the December 13, 2018 Executive Session Minutes. Vice Chairman Oddo seconded. The motion passed 5-0.

ADJOURNMENT:

Chairman Ognio moved to adjourn the January 10, 2019 Board of Commissioners meeting. Vice Chairman Oddo seconded. The motion passed 5-0.

The January 10, 2019 Board of Commissioners meeting adjourned at 8:03 p.m.

Tameca P. White, County Clerk

Randy C. Ognio, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 24th day of January 2019. Referenced attachments are available upon request at the County Clerk's Office.

Tameca P. White, County Clerk

COUNTY AGENDA REQUEST

Page 65 of 167

Department:

Presenter(s):

Meeting Date:

Type of Request: **Item #9**

Wording for the Agenda:

Presentation by Fayette County's auditing firm, Nichols, Cauley & Associates, LLC, of the results of the Fiscal Year 2018 annual audit.

Background/History/Details:

Nichols, Cauley & Associates, LLC has completed the independent audit of the County's accounting records for the 2018 fiscal year. The firm will be presenting the results of the audit to the Board of Commissioners.

The firm will present their findings, via PowerPoint, during the meeting.

What action are you seeking from the Board of Commissioners?

No action is requested from the Board. This presentation is for informational purposes.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request: **Item #10**

Wording for the Agenda:

Update from the Region Six Department of Behavioral Health and Developmental Disabilities (DBHDD) Advisory Council.

Background/History/Details:

The Region Six Department of Behavioral Health and Developmental Disabilities (DBHDD) Advisory Council operates under the Georgia Department of DBHDD. These regional agencies throughout the state work directly with the state regarding program support and funding of mental health services.

Fayette County has three seats on this council.

Irene Cheyne has served for five years and has served as Chair and recently appointed as Vice Chair to the council.

What action are you seeking from the Board of Commissioners?

Update from the Region Six Department of Behavioral Health and Developmental Disabilities (DBHDD) Advisory Council.

If this item requires funding, please describe:

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

SURVEY INTRODUCTION

Identifying Georgia's Independence, Recovery, and Prevention Needs

Dear Fayette County Commissioner:

You are invited to participate in an important study to help improve the lives of Georgians with mental illnesses, addictive diseases, and intellectual/developmental disabilities and to help strengthen prevention and early intervention in Georgia communities.

The Regional Advisory Councils of the Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD) has launched a major study called *Identifying Independence and Recovery Needs in Georgia*. A pdf copy of the survey is attached.

This study consists of an on-line or paper survey. The survey is free, anonymous, brief, and open to all residents of Georgia. Below are the links to the English and Spanish online versions:

English: www.surveymonkey.com/r/GeorgiaNeeds

Spanish: www.surveymonkey.com/r/spGeorgiaNeeds

Our goal is to hear from 8,000 Georgians representing all 159 counties. The survey period will close on April 15, 2019. We plan to issue a report in June 2019 that will display data on a county-by-county, regional, and statewide basis.

Please respond to the survey yourself, encourage others to participate, and share this information on your social media. Please consider sharing on the Fayette County website and FaceBook page.

Thank you for helping people with disabilities gain independence and recovery and helping communities strengthen prevention and early intervention.

Kindest regards,

Georgia DBHDD Regional Advisory Councils

Study director: Irene Cheyne, volunteer representative, DBHDD Statewide Leadership Council and Regional Advisory Councils, 509-929-6849, futuredirections@comcast.net

Study administration: Yosha Dotson, program director, Mental Health America of Georgia, 770-741-1481 yosha@mhageorgia.org

Study coordinator: Zenawit Nerae, community involvement intern, DBHDD Statewide Leadership Council, 240-360-0583, gadbhddinternzn@gmail.com

Identifying Independence and Recovery Needs in Georgia

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Your answers to the following questions will help Georgia's Regional Advisory Councils identify and recommend community/area priorities to the Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD). The six Regional Advisory Councils, made up of over 200 volunteers who are appointed by and represent counties across Georgia, work to improve DBHDD services.

DBHDD, a state agency, provides treatment and support services to people with mental health challenges and substance use disorders, and assists individuals who live with intellectual and developmental disabilities.

1.



The above graphic promotes a 24/7 statewide helpline for accessing mental health, addictive disease, and intellectual and developmental disability services assistance and information. The GCAL (Georgia Crisis and Access Line) is a program of the Georgia Department of Behavioral Health and Developmental Disabilities (DBHDD).

Prior to this survey, were you familiar with this GCAL helpline?

☐

Yes

☐

No

If you answered "Yes" to the question above and have used the GCAL helpline, how would you rate the quality of services you received?

☐

Very
poor

☐

Somewhat
poor

☐

Somewhat
good

☐

Very
good

2.

Early intervention is the process of providing specialist intervention and support to a person who is experiencing or demonstrating early symptoms of mental illnesses. Studies show that half of those who will develop mental illnesses show symptoms by age 14. How important do you feel prevention and early intervention are in terms of reducing mental illnesses?

☐

Not
Important

☐

Somewhat
Important

☐

Fairly
important

☐

Very
important

3.

The Georgia Apex Program provides mental health services in schools. Last year the program included 320 elementary, middle, and high schools in Georgia.

Prior to this survey, were you aware of this school-based mental health program?

☐

Yes

☐

No

4.

Which of the following best describes the community/area in which you live?

☐

Rural

☐

Suburban

☐

Urban

5.

In what county in Georgia do you live?

6.

How easy is it for you to use the Internet in your home?

☐

Not
Possible

☐

Somewhat
Difficult

☐

Fairly
Easy

☐

Very
Easy

7. In the community/area in which you live, which of the following best describes the ability of first responders and other emergency services to help individuals with mental illnesses, addictive diseases, and/or intellectual/developmental disabilities experiencing crisis?

☐ Very Poor
 ☐ Somewhat Poor
 ☐ Somewhat Good
 ☐ Very Good
 ☐ Don't Know

8. In the community/area in which you live, which of the following best describes the quality of life (housing, education, employment, transportation, and social activities) for each of the following:

	Low quality of life	Moderate quality of life	High quality of life	Don't Know
Low income individuals with intellectual/developmental disabilities				
Low income individuals recovering from mental illnesses and/or addictive diseases				

9. The mission of the Department of Behavioral Health and Developmental Disabilities (DBHDD) is *easy access to high-quality care that leads to a life of recovery and independence for the people we serve*.

What three suggestions do you have to help DBHDD accomplish this mission?

10. In the community/area in which you live, what is the current level of need for each of the following services for low income individuals with intellectual/developmental disabilities?

	Low Need	Moderate Need	High Need	Don't Know
Housing options/assistance				
Employment opportunities/assistance				
Public transportation				
Crisis intervention services				
Medical services (general, counseling, and dental)				
Recreation services				
Family/caregiver support services				
Help getting state or federal services such as Medicaid, Medicaid Waivers, and Social Security				

11. Are you familiar with Georgia's Certified Peer Specialist program involving individuals recovering from mental illnesses and/or addictive diseases? ☐ Yes ☐ No ☐ Not sure
12. In the community/area in which you live, what is the current level of need for each of the following services for low income individuals experiencing or recovering from mental illnesses and/or addictive diseases?

	Low Need	Moderate Need	High Need	Don't Know
Peer support services				
Family/caregiver support services				
Public transportation				
Employment opportunities/assistance				
Crisis intervention services				
Medical services (general, counseling, and dental)				
Housing options/assistance				
Help getting state or federal services such as Medicaid and Social Security				

13. Individuals with mental illnesses, addictive diseases, and intellectual/developmental disabilities face a housing crisis in Georgia. Often solely dependent on their \$771 monthly SSI payment, low-income individuals with disabilities are further challenged by accessibility needs and housing discrimination.

Which three of the following strategies do you think would be most helpful for expanding housing for people with disabilities in the community/area in which you live?

	Select only three (3)
Provide incentives to landlords who accept housing vouchers	
Legislate construction set-asides requiring a percentage of new units be reserved for individuals with low income and disabilities	
Pay family members for shared housing provided to adult children	
Provide incentives for constructing in-law units, tiny houses, and shipping container homes	
Rehabilitate empty buildings to create affordable efficiency apartments	
Provide education on home ownership and support the Georgia Department of Community Affairs (DCH) home ownership program	
Encourage shared housing arrangements among compatible individuals	
Develop more group homes	

Continued on the next page

14. Below is a list of behavioral health prevention programs. Which three of the following programs do you think are most needed in the community/area in which you live?

	Select only three (3)
Efforts to eliminate stigma and increase community understanding	
Suicide prevention	
Mental health first aid training (youth and adult)	
School-based mental health services	
Teen alcohol/drug prevention	
Diversion courts such as mental health courts and drug courts	
Opioid and other drugs prevention and recovery	
Promoting the 24/7 Georgia Crisis and Access Line (GCAL helpline)	
More emphasis on early detection and intervention programs (Example: Babies Can't Wait)	
More community support groups (Example: Alcoholics Anonymous)	
Other (please specify):	

15. Transition periods can be challenging for low income individuals with mental illnesses, addictive diseases, and/or intellectual/developmental disabilities. These transition periods may be the result of a variety of circumstances such as aging out of school, death of a caregiver, transfer from hospital or jail to home, transfer from program to program, and changing residences.

How helpful do you think each of the following transition strategies would be for assisting individuals with disabilities in the community/area in which you live?

	Not Helpful	Somewhat Helpful	Very Helpful
Online educational programs/materials on managing transitions			
Person-to-person guidance from a transition specialist			
Person-to-person support from a peer with lived experience			
Help from the 24/7 Georgia Crisis and Access Line (GCAL)			
Community and school support groups and activities			

16. Please add any comments below:

Thank you for completing this questionnaire. Your responses will be put to good use!

COUNTY AGENDA REQUEST

Page 72 of 167

Department:

Presenter(s):

Meeting Date:

Type of Request: **Item #11**

Wording for the Agenda:

Consideration of a recommendation from Vice Chairman Charles Oddo to nominate Janice Carson, John Woody and Michele Bass Lord to the Fayette County Hospital Authority for consideration of appointment to serve a term beginning June 1, 2018 and expires May 31, 2022.

Background/History/Details:

The Fayette County Hospital Authority was established by the Fayette County Board of Commissioners on February 2, 2000 when it was determined that a Hospital Authority would serve the citizens through financing projects as provided by the Hospital Authorities Law. While the Hospital Authority has no operational or oversight authority it does provide the ability to issue tax-free bonds and is able to offer the hospital a low-cost opportunity for capital funding. The Hospital Authority is comprised of five volunteer members who serve for four-year terms. Appointments to the Hospital Authority comprise a distinguished blend of business and community leaders willing to serve voluntarily in support of the community through service on the authority.

Three potential appointees are nominated by the Fayette County Board of Commissioners for each position. There are currently two positions. This nomination is one (1) of the two (2) positions. Upon receiving the nominees, the Hospital Authority will either select a nominee or decline the nominees.

There were a total of six applicants for the two positions on the Hospital Authority. If approved by the Board, the applicants will be provided to the Hospital Authority for possible appointment. The incumbent is Darrell McKinney.

What action are you seeking from the Board of Commissioners?

Approval to nominate Janice Carson, John Woody and Michele Bass Lord to the Fayette County Hospital Authority for consideration of appointment to serve a term beginning June 1, 2018 and expires May 31, 2022.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



APPLICATION FOR APPOINTMENT Fayette County Hospital Authority

The Fayette County Hospital Authority was established by the Fayette County Board of Commissioners on February 2, 2000 when it was determined that a Hospital Authority would serve the citizens through financing projects as provided by the Hospital Authorities Law. While the Hospital Authority has no operational or oversight authority it does provide the ability to issue tax-free bonds and is able to offer the hospital a low-cost opportunity for capital funding.

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Please take a few minutes to complete the form and answer the questions below and return it with a resume, if available, to Tameca White, County Clerk, at twhite@fayettecountyga.gov or 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 **no later than 5:00 p.m. on Friday, October 5, 2018.**

If you have any questions, please call (770) 305-5103.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME JANICE CARSON, M.D.

ADDRESS 235 Ashmere Court

Tyrone, Georgia 30290

TELEPHONE (home) 770-487-2125

(cell) [REDACTED]

(email address) [REDACTED]

JANICE H. CARSON MD
Signature

9/12/18
Date

Janice M. Carson, MD
235 Ashmere Court
Tyrone, Georgia 30290
770-487-2175

September 12, 2018

**Application for Appointment to the Fayette County Hospital Authority
Responses to Application Questions**

1. How long have you been a resident of Fayette County?

Answer – I have been a resident of Fayette County, Georgia since July 2006

2. Why are you interested in serving on the Fayette County Hospital Authority?

Answer – The purpose of the Authority is to promote the public health goals of the community. I have worked toward that purpose since 2000, when I accepted my first appointment as a county health officer in another state. Since that time, I have continued to promote public health goals at the municipal and state levels. In 2009, I joined the Georgia Department of Community Health, working in the Division of Medical Assistance Plans, with responsibilities for improving the quality of care and health outcomes of Georgia's Medicaid population. As a physician leader, I collaborated with CMS and other federal agencies, state agencies, managed care plans, and community organizations to fulfill these responsibilities. I have managed teams, presented to city, county and state legislatures, served on a legislated council and community boards, written and received funding for a grant and a state Medicaid waiver. I have managed budgets for departments, grants, and a waiver. As of August 1, 2017, I retired from state service and believe that I am still able to provide useful public service to my local community. Serving on the Fayette County Hospital Authority is one way for me to continue that community service.

3. What qualifications and experience do you possess for appointment to the Hospital Authority?

Answer – I have maintained my Georgia medical license since my retirement last year. I have served as a team leader and team member, have experience in the political arena and working with hospitals and health care systems. As mentioned in the answer to question 2, I have financial management skills and have previous board experience.

4. List your recent employment experiences to include the name of the company and position.

Answer – My most recent employment experiences are chronicled on my resume which is attached.

5. Do you have any past experience relating to the Hospital Authority?

Answer – No

6. Are you currently serving on a commission/board/authority or in an elected capacity with any government?

Answer – No

7. Have you attended any Hospital Authority meetings in the past two years and, if so, how many?

Answer – No

8. Are you willing to attend seminars or continuing education classes at county expense?

Answer – Yes

9. Based on the qualifications listed in the Press Release, what qualifies you to be a member of the Hospital Authority?

Answer – I am currently a licensed physician in the state of Georgia.

10. What is your vision of the county's future related to the duties of the Hospital Authority?

Answer – While the purpose of the Hospital Authority was clearly delineated in the materials provided with the application documentation, including the Authority's ability to issue tax-free bonds and offer the hospital a low-cost opportunity for capital funding, I was unable to locate information about the work of the Hospital Authority in the recent past. A Google search only turned up multiple postings for vacancies on the Hospital Authority. I was able to find information at the Georgia Department of Community Health's website about Certificate of Need filings made by Piedmont Fayette Hospital. It is important for me to understand what the past working relationship has been for the county and the Hospital Authority before I can fashion a vision for the county's future through the lens of Hospital Authority.

11. Would there be any possible conflict of interest between your employment or your family and you serving on the Hospital Authority?

Answer – No

12. Are you in any way related to a County Elected Official or County employee?

Answer – Not to my knowledge

13. Describe your current community involvement.

Answer – I was sworn in as a Court Appointed Special Advocate (CASA) in January 2018 and have an active case. In September 2018, I enrolled in the Peachtree City, Georgia CERT training course.

14. Have you been provided a copy of the county's Ethics Ordinance?

Answer – Yes

15. Is there any reason you would not be able to comply with the Ethics Ordinance?

Answer – No

JANICE M. CARSON, MD, MSA

HEALTHCARE EXECUTIVE

A proven leader and strategic thinker, with experience developing, implementing and monitoring programs to drive health improvement and lower cost. Extensive experience collaborating with health care organizations, community leaders, elected officials, senior and support personnel and customers to craft and implement solutions that address identified problems.

AREAS OF EXPERTISE

Operations Management

Process Improvement

Financial Management

Performance Measurement

Strategic Planning

Customer Service

PROFESSIONAL EXPERIENCE

Georgia Department of Community Health

Atlanta, Georgia

Assistant Chief, Division of Medical Assistance Plans

April 2009 through July 2017

Led the Performance, Quality and Outcomes Unit, collaborated with federal agencies, oversaw managed care clinical operations, established and maintained the quality improvement agenda, reviewed and approved/denied Medicaid practitioner credentials, and participated in the development of the CMS Adult Core Set performance metrics.

- Led team of healthcare and program professionals that determined effectiveness of Medicaid managed care activities and health care delivery. Identified performance improvement initiatives for managed care organizations using data mining. Presented on topics of performance measurement and performance improvement during local and national meetings.
- Served on CMS committees to define the Adult Core Set measures, revise the CMS 416 report, and improve maternal/infant health.
- Oversaw federally mandated external quality review activities.
- Utilized data, identified the need, then authored and received federal approval for the state's first Medicaid 1115 Family Planning Demonstration Waiver designed to reduce the state's low birth weight rate. Prepared contract for the program's evaluator and the data sharing agreement needed for the evaluation. Coordinated implementation activities and oversaw ongoing operations and evaluation activities for the waiver. Submitted request to CMS for waiver extension.
- Wrote successful grant application for federal funding to support performance measure reporting and quality improvement initiatives. Engaged sister state agency to carry out grant-related quality improvement projects and contracted with an evaluator to independently assess the improvement effort. Performance metrics tracked included NCQA's HEDIS and non-HEDIS metrics.
- Wrote, submitted and CMS reviewed the state's quality strategic plan updates and the 2017 quality strategic plan for the Georgia Families and Georgia Families 360° Medicaid managed care programs.
- Participated with physician team determining ICD 10 acceptable codes for DCH. Knowledgeable of MUE and NCCI edits.
- Provided expert testimony during Medicaid Fraud and Abuse cases.
- Member of centralized credentials verification organization's credentials committee.

Janice M. Carson, MD, MSA

Page 2 of 3

Georgia Department of Human Resources

Atlanta, Georgia

Deputy Director, Interim District Director, Division of Public Health June 2006 to February 2008
Supervised all eighteen district health directors and state level public health program staff working in family health, chronic and communicable disease prevention, epidemiology, WIC, and nursing. Served as interim district director.

- Responsibilities expanded shortly following hire date necessitating immediate programmatic priority shift to the development of a nationally required cost containment plan for a \$200 million federally funded program. Previously submitted plans had failed to gain federal approval. Lack of plan approval by the deadline would have resulted in substantial financial penalties to the state. Within two months, a plan was developed, submitted, approved and implemented prior to the deadline.
- Led a local comprehensive community and agency focused data collection, analysis and planning effort that pinpointed operational issues and opportunities for promoting healthier behaviors and improved health outcomes. Documents shared with local board members for incorporation into strategic and financial plans.
- Following site visits to local public health agencies statewide, redundant reporting requirements imposed by state personnel were identified that hindered effective local performance. Led a state-level effort that resulted in 33% of those burdensome requirements being consolidated within seven months - in time for inclusion in the new local level performance contracts.
- Served as the public health facilitator for a Governor's Office evaluation of the service offerings and finances of all 159 local boards of health within Georgia. Information contained in the local and state level reports supported a favorable proposal to increase funding to the local agencies by \$7 million.

Richmond City Department of Public Health

Richmond, Virginia

Director of Public Health, City Leadership Team Member

July 2004 to March 2006

With a general fund budget of \$8.0 million, led 100 staff members in the delivery of all public health services to: improve the health outcomes for men, women, infants and children; address reproductive health issues and provide communicable disease prevention and treatment services; improve the community's environment and emergency preparedness planning efforts and; reduce disease outbreaks. Five (5) health directors had served this agency during the previous ten years, each with differing agendas.

- Engaged and partnered with a community hospital and a residency program to serve the unmet obstetric care needs of un- and under-insured women. The residency program expanded its training base, our clients received needed obstetric care and the hospital reduced its risk since clients received care prior to entering the hospital for delivery. Eligible clients were enrolled in Medicaid.
- Transitioned contracted clinical services to in-house service delivery; met the three month time constraint imposed by the impending loss of the contracted provider; and within six months, documented a 50% increase in the number of clients served compared with the client volumes of the contracted service provider. Contracted with Medicaid plans for reimbursement for services.
- Initiated a Health and Medical Emergency Preparedness committee that linked the emergency preparedness planning activities of public health, hospitals, community-based and education agencies. Individual and group planning activities were shared, resulting in joint training and improved resource allocation planning for emergencies.
- Organized a community-based lead task force that assisted in the development of an updated local lead ordinance that aligned with revised CDC guidelines thus improving its effectiveness in reducing childhood lead exposures. Approved unanimously by the city council, the new ordinance lowered the blood lead action level for children and stiffened penalties for non-compliance with the ordinance.

Janice M. Carson, MD, MSA

Page 3 of 3

*St. Joseph County Health Department**South Bend, Indiana***Health Officer, Chief Administrative Officer**

September 2000 to June 2004

Directed 60 staff members in public health service delivery, policy and budget development and resource management.

- Developed and implemented a strategic plan with organizational structure changes; procured needed human and technology resources; and realigned budgetary and programmatic priorities with our mission. Recognized for “turning this ship around” and presented with a ‘County Key’.
- Expanded revenues by 70% allowing for 20% growth in the annual operating budget over a three year time frame. Assured expenses remained within budget at year end.
- Successfully led a first ever community-wide community health strategic planning process to improve the community’s health. A community health data book was produced and a community health improvement alliance was established to carry out the strategic recommendations. Named the YWCA ‘Woman of the Year for Health, Human and Public Service’ by the community for this effort.

OTHER PROFESSIONAL EXPERIENCE

Senior Vice President of Clinical Services, Holy Cross Care Services, South Bend, Indiana

Medical Director, Northern Indiana State Developmental Center, South Bend, Indiana

Chief of Anesthesiology, Sarah Bush Lincoln Health Center, Mattoon, Illinois

Assistant Adjunct Professor of Anesthesiology, University of California, Irvine, California

EDUCATION, LICENSURE, COMMUNITY SERVICE, AND AWARDS

Creating Healthier Communities Fellowship

AHA Health Forum

Administrative Fellowship

Holy Cross Health System

Master of Science in Administration
Summa Cum Laude

University of Notre Dame

Doctor of Medicine

University of Michigan – Ann Arbor

Georgia Licensed Physician

2018 - Court Appointed Special Advocate (CASA)

2018 - Certificate of Appreciation from the CMS Division of Quality and Health Outcomes in Recognition of Valuable Contributions to Health Care Quality Measurement and Improvement Efforts in Medicaid and CHIP

APPLICATION FOR APPOINTMENT Fayette County Hospital Authority

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Please take a few minutes to complete the form and answer the questions below and return it with a resume, if available, to Tameca White, County Clerk, at twhite@fayettecountyga.gov or 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 **no later than 5:00 p.m. on Friday, April 6, 2018.**

If you have any questions, please call (770) 305-5103.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME John B. Woody _____

ADDRESS 215 Chimney Springs _____

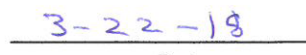
Tyrone, GA 30290 _____

TELEPHONE (day) (770) 487-0415 _____

(evening) (770) 487-0415 _____

(email address) [REDACTED] _____


Signature


Date

John Woody
 215 Chimney Springs Road
 Tyrone, GA 30290
 770.487.0415

I am a native Georgian and a graduate of Tallapoosa High School and West Georgia College. I have been married to my wife Jean for over 54 years and we have two children and one grandson. We have lived in Tyrone for over 28 years. My wife and I are members of McDonough Road Baptist Church in Fayetteville, formally Second Baptist of College Park, and have been members since 1971. I was ordained a Deacon in 1996.

I retired from the Lockheed Martin Aerospace Company after 42 years of service. During my career I was responsible for the coordination/development of Master Schedules, program schedules and status reports for aircraft production and modification programs, special programs and proposals. As such I had to negotiate, coordinate, and chair meetings with all levels of management in aircraft manufacturing and testing, as well as with customer representatives. Following my retirement, at Lockheed's request I returned on three occasions to assist in the development of schedules and proposals.

While at Lockheed, I was very active with the Lockheed chapter of the National Management Association, serving in many leadership roles including Chairman of the Board, Vice President of Professional Development, and Vice President of Administration. I earned a Certified Manager designation from James Madison University's Institute of Certified Professional Managers.

I served three years in the United States Army and was honorably discharged in 1961. During my military experience I was promoted to Crew Chief of a Nike-Ajax missile site.

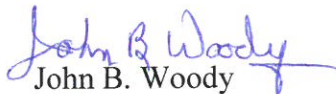
I have been very active in my community during the past 28 years:

1. I was as a volunteer during the 1996 Olympics in Atlanta and worked in Security.
2. I served on the Tyrone Founders Day Committee several times.
3. I received the Senior Spirit of Tyrone Award in 20002.
4. I continue to support the Tyrone Library with their children programs by teaching the art of creating balloon animals.
5. I was a member of the board of the Fayette County Development Authority (FCDA), representing the town of Tyrone 2000 - 2016; the last two years as Secretary/Treasurer.
6. I have some 16 years of experience working with the Georgia Economic Developers Association (GEDA), County Commissioners, Manufacturers, and other Economic Development Authorities.
7. I am a charter member of the Piedmont Fayette Hospital Auxiliary (PFHA) and have worked there since the hospital opened in September 1997. I was elected Auxiliary President in 2003. I also served as an officer in several other Executive Board positions and currently serve as the Finance Committee Chair.

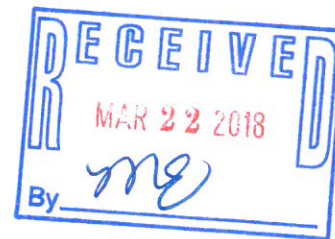
8. I also served two years as the Northwest District representative of the State Council of Volunteers/Auxiliaries (COV/A). I was also elected to the state board as a Northwest District Director in 2004 and reelected in 2005. I was then elected as Vice President of Administrating and subsequently re-elected for a second term.

I am very proud of my work as a volunteer with the PFHA and having the opportunity to contribute to the transition of a small community hospital into a top rated (four consecutive years as one of the top 50 hospitals in the nation) medical facility. With this well-earned reputation, Piedmont Fayette continues to play a significance role in attracting businesses and homeowners to our community and surrounding counties with the attendant positive economic impact. I think that the future will continue to provide additional opportunities for our hospital to excel and I would like to be a part of that future by assuming more responsibilities. I believe that I have the necessary background and experience to be a positive contributor to the Piedmont Fayette Hospital Authority. I look forward for the opportunity to continue supporting our hospital in a new way.

References on Request


John B. Woody

ATTACHMENT
March 22, 2018



APPLICATION FOR APPOINTMENT Fayette County Hospital Authority

1. How long have you been a resident of Fayette County?
28 years
2. Why are you interested in serving on the Fayette County Hospital Authority?
See the attachment
3. What qualifications and experience do you possess for appointment to the Hospital Authority?
See the attachment
4. List your recent employment experiences to include name of company and position.
See the attachment
5. Do you have any past experience relating to the Hospital Authority? If so, please describe.
No
6. Are you currently serving on a commission/board/authority or in an elected capacity with any government?
No
7. Have you attended any Hospital Authority meetings in the past two years and, if so, how many?
No
8. Are you willing to attend seminars or continuing education classes at county expense?
Yes
9. Based on the qualifications listed in Press Release, what qualifies you to be a member of the Hospital Authority?
See the attachment
10. What is your vision of the county's future related to the duties of the Hospital Authority?
See the attachment
11. Would there be any possible conflict of interest between your employment or your family and you serving on the Hospital Authority?
No
12. Are you in any way related to a County Elected Official or County employee? If so, please describe.
No
13. Describe your current community involvement.
See the attachment
14. Have you been provided a copy of the county's Ethics Ordinance?
Yes
15. Is there any reason you would not be able to comply with the Ethics Ordinance?
No



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Please take a few minutes to complete the form and answer the questions below and return it with a resume, if available, to Tameca White, County Clerk, at twhite@fayettecountyga.gov or 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 **no later than 5:00 p.m. on Friday, October 5, 2018.**

If you have any questions, please call (770) 305-5103.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME Michele Bass Lord

ADDRESS 135 Aristocrat Court, Fayetteville, Georgia 30215

(mailing) 805 Glynn Street S, Suite 127, #327, Fayetteville, GA 30214

TELEPHONE (home) [REDACTED] Text

(cell) SAME

(email address) [REDACTED]


Signature

9/7/2018
Date



APPLICATION FOR APPOINTMENT Fayette County Hospital Authority

1. How long have you been a resident of Fayette County? 24 years
2. Why are you interested in serving on the Fayette County Hospital Authority? As a long term resident of Fayette County and as a Registered Nurse, I have an interest in the hospital operations, projects and funding to maintain excellent healthcare in our county.
3. What qualifications and experience do you possess for appointment to the Hospital Authority?
I have been a Registered Nurse since 1986. I have been a licensed, practicing attorney since 2001. I currently work at Piedmont Fayette and maintain a law practice. I have a unique set of skills that would be of value to the Hospital Authority.
4. List your recent employment experiences to include name of company and position.
.Employed at Piedmont Fayette Hospital since 2012 as a Staff Nurse, my current position is IMCU nurse since 2015. Prior to 2015, I was a medical/surgical nurse. I also maintain a private law practice that I have had since 2001.
5. Do you have any past experience relating to the Hospital Authority? If so, please describe.
I believe that my experience as a lawyer and a nurse is relevant to the Hospital Authority position.
6. Are you currently serving on a commission/board/authority or in an elected capacity with any government? No
7. Have you attended any Hospital Authority meetings in the past two years and, if so, how many?
No
8. Are you willing to attend seminars or continuing education classes at county expense?
Yes
9. Based on the qualifications listed in Press Release, what qualifies you to be a member of the Hospital Authority?
As previously stated, I am a Registered Nurse. I have worked in two different hospitals and as a school nurse. I also have experience in civil and criminal law practice.
10. What is your vision of the county's future related to the duties of the Hospital Authority?
I want our hospital to have the most current and efficient facilities with access to the best healthcare in the state of Georgia.
11. Would there be any possible conflict of interest between your employment or your family and you serving on the Hospital Authority?
The only conflict I may have is if the authority was voting on something that affected Piedmont Fayette employee status in some way.
12. Are you in any way related to a County Elected Official or County employee? If so, please describe.
No
13. Describe your current community involvement.
I attend my church regularly. I am involved in activities that involve my children. I have not participated in a great deal of out of my home activities because I homeschool my children. This is my first venture into community involvement as my children are more self sufficient.
14. Have you been provided a copy of the county's Ethics Ordinance?
Yes
15. Is there any reason you would not be able to comply with the Ethics Ordinance?
I am not aware of any reason.

Michele Bass Lord, Registered Nurse and Attorney

135 Aristocrat Court, Fayetteville, GA 30215, telephone [REDACTED]
(mailing address) 805 Glynn Street South, Suite 127, #327, Fayetteville, GA 30214



Objective

Hospital Authority Position

I am seeking a Hospital Authority position in order to insure that Fayette County citizens have access to the best health care available in our state. The Hospital Authority would be able to utilize my unique set of skills as both a nurse and a lawyer. It is my goal to be a part of the process to maintain and surpass the current standards of health care in Fayette County.

Employment

REGISTERED NURSE-CLINICAL SETTING

YEARS EMPLOYED 2012-PRESENT

Piedmont Fayette Hospital, 1255 Highway 54, West, Fayetteville, Georgia 30214

Work 24 hours per week as a Registered Nurse on the Intermediate Care Unit. Act as fill in Charge Nurse and Preceptor periodically. For eight to twelve hours per week act as the Chair of the Shared Governance program for nurses in the hospital overseeing the operation of all Shared Governance councils.

SOLO PRACTITIONER, ATTORNEY

YEARS PRACTICING 2000-PRESENT

Michele Bass Lord, Attorney, 110 Habersham Drive, Fayetteville, GA 30214

Operating a General Practice Law firm with a focus in family law, civil litigation and indigent criminal defense.

LAW CLERK

YEARS EMPLOYED 1997-2000

Richard S. Lord, Attorney, 1299 Battle Creek Road, Suite 220, Jonesboro, Georgia 30236

Clerical and Secretarial work including drafting complaints, motions, briefs, research, fact finding and organizing files for court in a general practice law firm.

SCHOOL NURSE

YEARS EMPLOYED 1987-1997

Woodward Academy, 1662 Rugby Avenue, College Park, Georgia 30337

Ran school infirmary, cared for ill students, emergency care for injuries, distributed prescription medication, developed school policy in reference to health standards and procedures, assisted in development and coordination of a peer leadership program for first two years program ran in the school, maintained medical records, and ordered and stocked all branches of school with medical supplies.

REGISTERED NURSE-CLINICAL SETTING

YEARS EMPLOYED 1986-1993

Southern Regional Medical Center, 11 Upper Riverdale Road, Riverdale, Georgia 30274

Worked full-time as Registered Nurse on Orthopedic Floor for one year including Charge Nurse and Floor Nurse responsibilities. Following that year, worked as part-time, per diem rotating nurse on all medical surgical floors including Medical, Orthopedic, Obstetrics, Oncology, Telemetry, Surgical, Step-Down ICU.

Education

JURIS DOCTOR

YEARS ATTENDED 1997-1999

John Marshall Law School

Atlanta, Georgia

Graduated Summa Cum Laude, Awarded West Publishing Award for Academic Excellence, Scholarship for Excelling in Constitutional Law Studies.

BACHELOR OF SCIENCE IN HEALTH SCIENCES

YEARS ATTENDED 1981-1986

Georgia State University

Atlanta, Georgia

Major in Nursing, passed Georgia Nursing Boards in June 1986 for Licensed Registered Nurse.

Miscellaneous

C Licensed Registered Nurse

C Active Member in good standing of Georgia Bar since May 2000

C BLS and ACLS certified

C Certification as a Progressive Care Nurse by the American Association of Critical Care Nurses since 2016

C Active member in church

References available upon request

COUNTY AGENDA REQUEST

Page 86 of 167

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of a recommendation from Vice Chairman Charles Oddo to nominate Tami Morris (incumbent), Gina Martin and Michael Rocker to the Fayette County Hospital Authority for consideration of appointment to serve a term beginning June 1, 2018 and expires May 31, 2022.

Background/History/Details:

The Fayette County Hospital Authority was established by the Fayette County Board of Commissioners on February 2, 2000 when it was determined that a Hospital Authority would serve the citizens through financing projects as provided by the Hospital Authorities Law. While the Hospital Authority has no operational or oversight authority it does provide the ability to issue tax-free bonds and is able to offer the hospital a low-cost opportunity for capital funding. The Hospital Authority is comprised of five volunteer members who serve for four-year terms. Appointments to the Hospital Authority comprise a distinguished blend of business and community leaders willing to serve voluntarily in support of the community through service on the authority.

Three potential appointees are nominated by the Fayette County Board of Commissioners for each position. There are currently two positions. This nomination is one (1) of the two (2) positions. Upon receiving the nominees, the Hospital Authority will either select a nominee or decline the nominees.

There were a total of six applicants for the two positions on the Hospital Authority. If approved by the Board, the applicants will be provided to the Hospital Authority for possible appointment. The incumbent is Dr. Tami Randahl-Morris.

What action are you seeking from the Board of Commissioners?

Approval to nominate Tami Morris (incumbent), Gina Martin and Michael Rocker to the Fayette County Hospital Authority for consideration of appointment to serve a term beginning June 1, 2018 and expires May 31, 2022.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

FAYETTE COUNTY HOSPITAL AUTHORITY QUESTIONS

Tami Randahl Morris, PhD, APR

March 23, 2013

1. I have lived in Fayette County since 2001.
2. With more than 20 years of experience in healthcare (four of them on the management team of a two-hospital non-profit and later on the corporate management team of a 13-hospital system), I continue to have a strong interest in community healthcare systems. I believe that we all need to give back to our communities and, with my unique skill set, serving on the hospital authority would be a good fit.
3. Qualifications/Experience: I have served on the hospital authority for 4 years and as the chair of the authority since July of 2016.

In addition, see note above and CV. Prior to my management positions in healthcare, I trained and worked as a nurse aid and ward clerk in a large community hospital to earn money while in college. This "hands on" clinical experience coupled with my healthcare management experience affords me a holistic perspective on how healthcare services are provided, patient experiences, and the financial and operational challenges of providing quality health services to all segments of a community. In addition, I have a financial management certificate from Stanford University and served several years on the national Health Academy Board of the Public Relations Society of America so I have both financial and national perspectives on healthcare issues and trends.

4. Recent employment experiences: I am currently working with organizations as a consultant in the areas of executive coaching, strategic planning, and retreat facilitation. I recently "semi-retired" as an assistance professor of mass communications at the University of West Georgia. See CV for a complete listing of positions.
5. Experience relating to a hospital authority: I have served on the FCHA for 4 years. While at NorthBay Healthcare we went through a bond rating process and I was involved in that effort.
6. I am not currently on any other government commission/board/authority.
7. Yes, I have attended all meeting for the last four years as well as outside meetings related to local community health issues.
8. Yes, I would be willing to attend training.
9. Future vision of the hospital authority: Fayette County is now a regional health care hub. The need for funding infrastructure will continue to grow. Health care is vital to the infrastructure of a community. As our area grows, and depending on the viability of other programs that offer health services to a wide range of community members, it may become necessary to evaluate the role of the authority in order to serve the needs of our residents. With all of the changes in the health care

landscape locally, regionally and nationally, it is difficult to predict what health care may look like in the long term.

10. There is no conflict of interest between my employment and serving on the hospital authority.

11. I am not related to any Fayette County employees.

12. Fayette community involvement: Over the years, I have been involved with the Fayette County Board of Education, and briefly with the art committee. I served on the Fayette College and Career Academy steering committee. I am vice chair of the chamber education and work force development committee. I am the past chair of the Southern Conservation Trust Board.

13. I have received a copy of the Ethics Ordinance.

14. I am able to comply with the Ethics Ordinance.

SUMMARY OF PROFESSIONAL EXPERIENCE

T. Randahl Morris, PhD, APR

<https://www.linkedin.com/in/trandahlmorris/>

NON-PROFIT EXPERIENCE

- Non-profit and Political Candidate Consultant & Coach
- Strategic Planning Development & Retreat Facilitator
- Volunteer Services Director for two non-profit health care organizations
- Managed student projects for 18 unique non-profit organizations
- Chair of Southern Conservation Trust Board (3 years), Treasurer (1 year)
- Chair of Fayette County Hospital Authority Board (2 years), a Georgia financing authority
- Vice Chair of Education Committee for the Fayette Visioning Committee, a strategic planning project
- Board member of several non-profits and professional associations
- Developed/implemented board capacity evaluations, plans, and board member recruitment efforts
- Chaired Executive Director and other management searches
- Developed and facilitated strategic planning retreats
- Chaired and developed national and regional conferences for professional associations
- Professional mentor for national accreditation program
- Involved in capital campaigns, grant activities, membership recruitment, and annual giving

RELEVANT BUSINESS & CONSULTING EXPERIENCE

- Public Relations and Communications Consultant for health care, tourism, consumer products, education, corporate and non-profit organizations for more than a dozen years
- Small Business Owner & Publisher
- Managed national consumer products network communications, special projects, and client interface
- Developed and managed large departments and network budgets
- Recruited and supervised staff
- Social Media and Public Communication Speaker and Workshop Developer
- Editor/Publisher of "The Four Houses, Leading & Growing Successful Organizations" by M. Mitchell, PhD

POST-SECONDARY SCHOLARSHIP/TEACHING

- 10 years of college-level teaching in communications, journalism, public relations, marketing, strategic communications and planning, writing, research, business ethics, and visual communications
- Fellow, Center for Teaching and Learning
- Certified in Quality Matters (national online teaching/review organization)
- Expert in traditional, hybrid, virtual and online courses
- Founding director of a student public relations agency
- Advisor for nearly 40 non-profit public relations and strategic communications projects
- Search committee chair and committee member for several faculty searches
- Member of the university Strategic Planning Committee for 3 years
- Chair of Experiential Labs Committee
- Advisor 35+ students per semester including traditional, adult, post-military, and special needs students
- Adept at teaching/using social media and metrics as well as developing, tracking, and evaluating research-based metrics
- Developed Career Ready Certificate Program
- Scholarship Committee member for 4 years

RELEVANT CERTIFICATIONS

- Online Teaching & Program Peer Reviewer, Quality Matters
- Financial Management, Stanford University
- Conflict & Negotiation, U.S. Institute for Peace
- Public Relations/Communications, Public Relations Society of America, National Healthcare Marketing & Public Relations Association

Curriculum Vitae

T. Randahl Morris, PhD, APR

[REDACTED] - [REDACTED] - [REDACTED]

Current:

Educational and Non-Profit Consultant & Coach

Board Development, Strategic Planning, Leadership, Online Teaching, PhD Completion

Academic Achievement

PhD, Public Communication with a Certificate of Excellence in College Teaching, Georgia State University, 2012. Emphasis: Communication Ethics, Social Justice, Visual Communication.

Dissertation: "Reconsidering Testimonial Forms and Social Justice: A Study of Official and Unofficial Testimony In Chile"

Master of Arts, Mass Communications, Corporate Communications Emphasis, Texas Tech University, 1981

Bachelor of Science, Public Relations & Journalism, Design Emphasis, Colorado State University-Pueblo, 1979

Teaching Appointments

Assistant Professor, 2013-2017, University of West Georgia, Mass Communications

Department - Faculty, Women's Studies Program - Co-Coordinator, Mass

Communications Learning Community-Founding & Co-Advisor, **b•l•u•e•s•t•o•n•e**, The Student Public Relations Firm at UWG

Visiting Professor, 2013, Department of Mass Communications, Georgia College and State University, Milledgeville, Ga.

Instructor & Research Assistant, 2008-2012, Department of Communication, Georgia State University, Atlanta, Ga.

Adjunct Instructor, 1986, Marketing Department, Golden Gate University, Fairfield, Calif.

Adjunct Instructor, 1981, College of Media & Communications, Texas Tech University, Lubbock, Tex.

Courses Taught

University of West Georgia, 2013-2017:

Introduction to Mass Communication, COMM 1154

Public Relations Principles, COMM 3313

Public Relations Cases, COMM 4413

Public Relations Management, COMM 4414

Public Relations Campaigns, COMM 4444

Public Relations Writing, COMM 4451

Public Relations Firm, COMM 4421P

Visual Communication, COMM 4484

Mass Communications Research, COMM 4485

TR Morris-2

Georgia College and State University, 2013:

Public Relations Principles, MC 3340

Public Relations Administration, MC 4442

Georgia State University, 2008-2012:

Human Communication, S1000

Media Writing, J1010

Introduction to Public Relations & PR Writing, J3500

Editorial & Critical Writing, J3180

Public Relations Research, J3950

Human Communication, S1000

Visual Communication, SJ4500

Public Relations Cases & Campaigns, J4540

Golden Gate University, 1986:

Marketing Management (MS program), MKT 300

Texas Tech University, 1981:

Principles of Public Relations, PR 3310

Advising/Mentoring

Academic Advisor, 2014-2017

Mass Communications Department, University of West Georgia

Founding & Co-Advisor, Bluestone - Student Public Relations Firm, 2013-2017

Mass Communications Department, University of West Georgia

Co-Advisor, Public Relations Student Society of America, 2015-2017

Mass Communications Department, University of West Georgia

Faculty Accreditation Mentor, Public Relations Society of America, 2016-2017

Faculty Sponsor, Bateman Campaign Competition for the Student Veterans of America, Public

Relations Student Society of America, University of West Georgia Chapter, 2016

Roundtable Leader, 2015-2016, Fall General Faculty Meeting & Engage West Faculty Edition

Presenter & Committee Member, New Faculty Orientation, Fall 2015

Developer, Career Ready Certificate for Public Relations Concentration, Department of Mass

Communications, University of West Georgia, 2013

Student Projects Advisor

National Center for Civil and Human Rights - Grand Opening

Student Veterans of America - National Bateman Competition

International Mounted Archery Tournament

Georgia River Network - Flint River Water Trail

Sustainability Council, University of West Georgia

Go Back-Move Ahead Adult Learning Initiative, University of West Georgia

Cherokee Rose Writing Project, University of West Georgia

Southern Conservation Trust - The Ridge Nature Area

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Southern Conservation Trust - Social Media Development
Southern Conservation Trust - Member Engagement
Carroll County Family Connection, Foster Parent Program
West Georgia Library System - STEAM Initiative
Penelope Melson Society, University of West Georgia
Media Day - Social Media Development, University of West Georgia
Southern Sunset Undergraduate Film Festival
Ferst Center for Childhood Literacy
Rapha Clinic
A Future, Not a Past
Check Off Georgia

Professional Experience

Publisher, 2005-present, 2B Press, Peachtree City, GA,
Developer, 2003-Present, Peachtree PathFinder, Path Maps & Guide Book, Fayette County, GA,
Owner, Communication Strategies, 1989-2003, Public Relations & Corporate Communications,
Oakland, CA, & Peachtree City, GA
Director of Corporate Communications, 1988-1989, Catholic Healthcare West, San Francisco, CA
Vice President of Public Relations, 1984-1988, NorthBay Healthcare, Fairfield, CA
National Home Computer Communications/Special Projects Director, 1982-1984, Texas
Instruments, Lubbock, TX
Public Relations/Volunteer Services Director, 1981-1982, Community Hospital of Lubbock,
Lubbock, TX
Managing Editor, 1981, HUB Magazine, Lubbock, TX
Advertising & Internal Communications Coordinator, Texas Instruments, Lubbock, TX, 1980-
1981

Research Interests

Visual Communication, Communication Ethics, Public Relations, Social Justice, Social
Movements, Social Media for Mobilization, Women's Studies, Scholarship of Teaching &
Learning, Course Assessment

Publications/Creative Works

Textbook, Visual Communication in a Digital World, Forthcoming Fall 2018
Primary Investigator, Research in Progress 2016, Women and Civic Engagement
Paper, From Healing to Hope: The Continuing Influence of the
Chilean Arpilleras, *Kritika Kultura*, No. 26, Spring 2016. <http://journals.ateneo.edu/ojs/kk>
Primary Investigator, Research in Progress 2016, Student Perceptions of Public Relations
Media Portrayals
Book Review: "BENDING THE FRAME, Photojournalism, Documentary, and the Citizen," by
Fred Ritchin, *Visual Communication Quarterly*. 2015.

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- Paper, *From Healing to Hope: The Continuing Influence of the Chilean, Arpilleras. Arts, Peace & Conflict Working Paper Series No. 4*. Liverpool, England: Archbishop Desmond Tutu Centre for War and Peace Studies. Retrieved 2014, from <http://tutu.hope.ac.uk/media/liverpoolhope/contentassets/documents/archbishopdesmond tutucentre/media, 42369,en.pdf>
- "Exposing the VisComm Curriculum," Viewpoints, Newsletter of the National Communication Association Visual Communication Division, Vol. 13, No. 2, Summer 2013.
- Book Review, "Photography Changes Everything", edited by Marvin Heiferman, *10000icons*, <http://10000icons.wordpress.com/2012/12/03/photography-changes-everything/>
- Editorial Board Member, *International Journal of Communication and Health*, 2013-2016
- Book Chapter: "Guerilla Polling: Pinpointing the Moral Compass in International Human Rights Work. Underground Surveys and the Syrian Crisis. " In *Contemporary Media Ethics: A Practical Guide for Students, Scholars and Professionals in the Globalized World*, edited by Koji Fuse, Michael Land and Bill Hornaday. Spokane: Marquette Books, 2013.
- Conference Organizer and Curator. *The Impact of Arpilleras in Post-Allende Chile: Human Rights Conference & Arpillera Exhibit*, Georgia State University, November 2011.
- Disobedience Project, January 2010: Georgia State University, Welch School of Art & Design, Invited Symposium Participant and Arpillera Film Presentation and Discussion Host. Disobedience Catalogue, Fall 2010
- Invited Presenter, November 2009: *Scraps of Life* Presentation, Film Screening, Human Rights Discussion, South Atlantic Modern Language Association, Atlanta.

Conferences - Refereed

- Presenter, June 2017, *Sardinian Protest Murals*, VisComm 31, Whidbey Island, Wa.
- Chair, November 2016, *Unifying the Caliphate: The Visual Media Strategies of ISIS*, National Communication Association Conference, Visual Communication Division
- Presenter, November 2016, *Breaking the Political Ceiling: An Intersectional Exploration of Women, Politics, and the Right to Communicate*, National Communication Association Conference, Feminist and Women Studies Division
- Presenter, November 2016, *Making Visual Communication Tangible: A Selection of Teaching Strategies to Engage Students*, National Communication Association Conference, Visual Communication Division
- Chair & Participant, March 2016: *Justice, Democracy & Peace: Contributions of Testimony to Reconciliation after Human Atrocities*, International Studies Association Conference, Atlanta, Ga.
- Research Presentation, March 2016: *Human Rights Violations & Social Justice: A Call for an Ethics of Testimony*, International Studies Association Conference, Atlanta, Ga.
- Chair, November 2015, *The Study of Visual Argumentation: Embracing Opportunities for Research in Visual Forms of Apologia and Tropes*, National Communication Association Conference, Visual Communication Division
- Chair, November 2015: *Scholars Roundtable - Protest Images as Catalysts for Social Change*, National Communication Association Conference, Visual Communication Division
- Respondent, November 2015: *Competitive Papers in Public Relations*, National Communication Association Conference, Public Relations Division

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- Research Presentation, October 2015: *Research in Barberia - Running of the Horses, Protest Murals, and Sardinian Stones*, 30th Annual Interdisciplinary Conference in Humanities, University of West Georgia, Carrollton, GA
- Panel Presentation, August 2015: *Super Bowls Ads as In-Class Entertainment and Learning*, Accessing Hollywood: Using Entertainment News To Foster Learning And Understanding, Association for Education in Journalism and Mass Communication Annual Conference, San Francisco, Calif.
- Conference Paper Presentation, June 2015: *Protest Participation in Variable Communication Ecologies - Meanings, Modalities, & Implications, Longitudinal Study of the Impact of Media Technologies on the Circulation of Protest Images and Protest Participation*, University of Sassari, Alghero, Sardinia, Italy
- Research Presentation & Roundtable, April 2015: *Another survey? How multiple course assessments benefit faculty*. Innovations in Pedagogy Conference, University of West Georgia, Carrollton, GA
- Conference Paper Presentation, November 2014: *Closing the Loop by Developing, Interpreting and Applying Customized Assessment Data*, Communication Assessment Division, National Communication Association Annual Conference
- Conference Paper Presentation, July 2014: *From Healing to Hope: The Continuing Influence of the Chilean Arpilleras*, International Arts, Peace & Conflict Conference Paper, Archbishop Desmond Tutu Centre for War and Peace Studies, Liverpool Hope University, Liverpool, England
- Invited Presenter, February 2014: *The Legacy of the Chilean Arpilleras - Quilts in Motion*, Southeastern Textile Museum, Carrollton, GA
- Conference Paper Presentation, November 2013: *Taking the Personal to the Power: Individual Human Rights and the Phenomenon of Elizabeth Cady Stanton's 1892 Solitude of Self Speech in Washington D.C.*, Urban Spaces & Public Oratory Panel, Public Address Division, National Communication Association Annual Conference
- Scholar to Scholar Presentation, November 2012: *The Legacy of the Chilean Arpilleras: Catalysts for Social Justice*, National Communication Association Annual Conference
- Panel Organizer/Presenter, 2012: *When Life Interrupts the Syllabus: Seizing the Pedagogical Day*. Georgia State University Center for Innovative Instruction Annual Conference.
- Paper Presentation, 2009: *Shared Platform Model of the Media*, International Division, National Communication Association Annual Conference
- Paper Presentation, 2009: *The International Discourse of the Arpilleras*, Visual Communication Division.
- Paper Presentation, 2009: *Extending the Classroom Space through Wikis*, Communication Technology Division. National Communication Association Annual Conference
- Paper Presentation, 2008: National Communication Association, *College Teaching and Learning: Merging Theoretical and Pragmatic Goals*, Experiential Learning Division, National Communication Association Annual Conference
- Paper Presentation, 2008: *Experiential Learning Lessons*, Georgia State University Center for Teaching & Learning Conference.

TR Morris-6**Awards, Fellowships, Grants, Funded Research**

Quality Matters, March 2016, Online Teaching & Peer Reviewer Certification

University System of Georgia 2016 Regents' Teaching Excellence Award, Department of Mass Communications, University of West Georgia

Visionary Leadership Award, 2015-2016, Department of Mass Communications, University of West Georgia

Nominee, 2016 Governor's Teaching Fellows Summer Symposium, University of West Georgia

Student Research Assistant Program Grant, May 2016, Social Media & Media Day, University of West Georgia

Dean's Research Grant, May 2016, International Protest Images, Research in Progress, College of Social Sciences, University of West Georgia

Sustainability in the Curriculum Initiative, March 2016, Selected Faculty Council Participant, University of West Georgia

Online Teaching Workshop Grant, December 2015, Applying the Quality Matters Rubric, University of West Georgia

Fellow, Scholarship of Teaching & Learning, Summer 2015, Center for Teaching and Learning, University of West Georgia

Online Teaching Training Grant, May 2015, College of Social Sciences, University of West Georgia

Dean's Research Travel Grant, Summer 2015, Protest Participation in Variable Communication Ecologies - Meanings, Modalities, & Implications, *Longitudinal Study of the Impact of Media Technologies on the Circulation of Protest Images and Protest Participation*, University of Sassari, Alghero, Sardinia, Italy

National Endowment for the Humanities, Summer Stipend Grant Proposal, *Testimonial Textiles – Visual Contributions to Social Justice after Human Rights Abuses*, Denied, 2015

Grant Writing Workshop Grant, May 2014, College of Social Sciences, University of West Georgia

Presidential Development Grant Recipient, Spring 2014, **b-l-u-e-s-t-o-n-e**, The UWG Student Public Relations Firm, University of West Georgia

SAFBA Grant Proposal, Spring 2014, **b-l-u-e-s-t-o-n-e**, The UWG Student Public Relations Firm, University of West Georgia

Project Team Member and Seminar Presenter, 2013, SOROS Grant for Public Relations Curriculum Development at the University of Baghdad, Dr. Michael Bruner, Associate Professor, Georgia State University, Project Director.

Research Assistant, 2009-2011, Dr. Natalie Tindall, Georgia State University, Public Relations Projects & Research

Dissertation Research Activities: Chilean Bicentennial, Chilean Embassy, New York, 2010; Textile Museum of Canada, Toronto, 2009.

University of Connecticut, 2008, Benton Museum of Art, Arpillera Collection Research

International Quilt Show, 2008, Derry, N. Ireland, Northern Ireland Good Friday Anniversary Events, Mural Projects in Derry/Belfast

Research Team Member, 2009, Church Use of facebook, Georgia State University

Research Assistant, 2008-2009, Dr. Carol Winker, Associate Dean, Georgia State University, College of Arts & Sciences

Investigator/Project Assistant, Dr. Carol Winkler, 2008-2009, International Debate Project

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Research Assistant, 2008, Dr. Doug Barthlow, GSU Student Advising and At-Risk Retention Grant Activities

Professional Memberships/Offices

Nominating Committee, National Communication Association, 2016

Chair, National Communication Association, Visual Communication Division, 2015

Member, Legislative Assembly, National Communication Association, 2015-2016

First Vice Chair & National Conference Coordinator, National Communication Association, Visual Communication Division, 2014-2015

Second Vice Chair, National Communication Association, Visual Communication Division, 2012-2013

Professional Accreditation Mentor, Public Relations Society of America, National and Georgia Chapter, APR Divisions, 2013-2014

Mentor/Instructor, PRSSA Beta Accreditation Program, University of Georgia, 2012

President, California Writers Club, Berkeley, CA, 1998-2000

Board Member, National Public Relations Society of America, Health Academy, 1986-1995

Conference Chair, Public Relations Society of America, West Coast Symposium, San Diego, CA, 1992

Conference Chair, Hospital PR & Mkt. Assoc. of Northern Calif., Unique Challenges of Health Care Public Relations & Marketing, Oakland, CA, 1990

President, Healthcare PR/Marketing Association of Northern California, 1987-1989

Committee/Institution/Community Service

Department

Co-Director, Mass Communication Learning Community, 2015-2017

Co-Chair, Media Day, 2016 & 2017

Faculty Sponsor, Bateman Campaign Competition for the Student Veterans of America, Public Relations Student Society of America, University of West Georgia Chapter

Chair, Tenure Track Faculty Search Committee, 2015

Member, Tenure Track and Lecturer Faculty Search Committees, 2014 - 2017

Member, Media Day Committee, 2014 & 2015

Member, Scholarship Selection Committee, Department of Mass Communications, University of West Georgia, 2014-2017

Member, Curriculum Advisory Committee, Department of Mass Communications, University of West Georgia, 2013-2017

Developer, Career Ready Certificate for Public Relations Concentration, Department of Mass Communications, University of West Georgia, 2014

College

Chair, Lab Directors Committee, College of Social Sciences, University of West Georgia, 2016-2017

Member, Lab Directors Committee, College of Social Sciences, University of West Georgia

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University

Member, Sustainability Council, 2014-2017, University of West Georgia
 Member, Strategic Planning Committee, 2014-2017, University of West Georgia
 Member, SoTL Learning Community, 2014-2015, Center for Teaching and Learning, University of West Georgia
 Master's Thesis Committee Member, Spring 2016, "Social Media Sister: Applying Interaction Ritual Theory To Sorority Women And Their Social Media Usage," Victoria Beaver

Professional Association Memberships

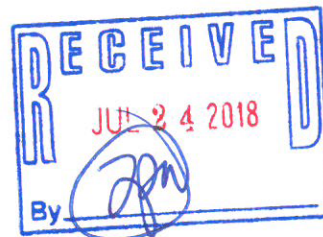
Public Relations Society of America
 National Communication Association
 Association for Education in Journalism and Mass Communications
 International Studies Association
 OnBoard
 New Power PAC

Professional Development

Online Teaching Certificate, Quality Matters - Peer Reviewer, 2017
 Online Teaching Certificate, Quality Matters - Improving Your Online Course, 2016
 Online Teaching Certificate, Applying the Quality Matters Rubric (APPQMR), 2015
 Online Teaching Certificate, Quality Matters - Designing Your Online Course, 2015
 UWG College of Social Science Online Training Program, 2014
 NCA Faculty Development Institute, 2015 and 2013: Hope University, National Communication Association, Hope, Mich. Tracks: Visuality & Place, Listening, Pedagogy, Health Comm
 University System of Georgia Collaborative Institutional Training Initiative Certification, 2008-17
 Conflict Analysis Certificate, United States Institute of Peace Academy, 2010
 Negotiation & Conflict Management Certificate, United States Institute of Peace Academy, 2010
 Interfaith Conflict Resolution Certificate, United States Institute of Peace Academy, 2010
 Georgia State University Ethics Training, 2010
 Language Comprehension Certification, Visualizing & Verbalizing, Linda Moode Bell, Colo. Springs, CO, 2002
 Financial Management Certificate for Non-Financial Managers, Stanford University, 1987
 Certified by the American Society for Healthcare Public Relations & Marketing, 1984
 Accredited by the Public Relations Society of America, 1982

Community Service & Leadership

Board Chair, Fayette County Hospital Development Authority, Fayetteville, Ga., 2016, 2017
 Vice Chair, Education Committee, Fayette Visioning Initiative, Fayette County, Ga., 2017
 Board Chair, Southern Conservation Land Trust, Peachtree City, Ga., 2014, 2015, 2016
 Education Committee Member, Fayette Visioning Initiative, Fayette County, Ga., 2015-2016
 Board Member, Southern Conservation Land Trust, Peachtree City, Ga., 2012-2017
 Board Member, Fayette County Hospital Development Authority, 2014-2017
 Steering Committee Member, Fayette College and Career Academy, 2012-2013
 Board Consultant, Fayette County Board of Education, 2008-2016
 Committee Member, National Food Security Conference, Atlanta, GA, 2005-2006



APPLICATION FOR APPOINTMENT Fayette County Hospital Authority

The Fayette County Hospital Authority was established by the Fayette County Board of Commissioners on February 2, 2000 when it was determined that a Hospital Authority would serve the citizens through financing projects as provided by the Hospital Authorities Law. While the Hospital Authority has no operational or oversight authority it does provide the ability to issue tax-free bonds and is able to offer the hospital a low-cost opportunity for capital funding.

The Fayette County Hospital Authority comprised of five volunteer members who serve for four-year terms. Appointments to the Hospital Authority comprise a distinguished blend of business and community leaders willing to serve voluntarily in support of the community through service on the authority. Potential appointees are nominated to the Hospital Authority by the Fayette County Board of Commissioners. Upon receiving nominees from the Fayette County Board of Commissioners, the Hospital Authority will either select a nominee or decline the nominees.

Please take a few minutes to complete the form and answer the questions below and return it with a resume, if available, to Tameca White, County Clerk, at twhite@fayettecountyga.gov or 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 **no later than 5:00 p.m. on Friday, August 3, 2018.**

If you have any questions, please call (770) 305-5103.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME Gina L. Martin

ADDRESS 810 TEAL VISTA

Peachtree City, GA 30269

TELEPHONE (home) _____

(cell) [REDACTED]

(email address) [REDACTED]

Diana Martin
Signature

7/23/18
Date

How long have you been a resident of Fayette County?

I have been a resident of Fayette County since 1997.

2. Why are you interested in serving on the Fayette County Hospital Authority?

I am interested in serving on the Hospital Authority because I am invested in the well-being of the citizens of Fayette County because this is my home. I believe that the promise of optimal health starts with consumer education and I feel I can offer my skills to continue the mission of the Hospital Authority and help expand its reach within Fayette County.

3. What qualifications and experience do you possess for appointment to the Hospital Authority?

I am a Librarian and offer the following skills: information resource; program management; marketing; consumer health information specialist and non-profit management.

4. List your recent employment experiences to include name of company and position.

Fayette County Public Library; Public Services Librarian, 2016 – present

Cicatelli Associates Inc.; Managing Director Facilities and Operations – Atlanta Office, 2009 - 2015

5. Do you have any past experience relating to the Hospital Authority? If so, please describe.

No.

6. Are you currently serving on a commission/board/authority or in an elected capacity with any government?

No.

7. Have you attended any Hospital Authority meetings in the past two years and, if so, how many?

No.

8. Are you willing to attend seminars or continuing education classes at county expense?

Yes.

9. Based on the qualifications listed in Press Release, what qualifies you to be a member of the Hospital Authority?

As a public Librarian, I work with diverse groups daily and demonstrate flexibility and patience when working with difficult situations. I am a proven leader in the community and served as the Chairman of the Fayette County Library Board prior to accepting my current position with the library. I have served as a Medical Librarian with Crawford Long Hospital and Cicatelli Associates Inc., where I was responsible for managing and providing relevant consumer health resources to patients and medical professionals. In

addition, I have experience in reviewing and complying with government standards assigned by federal and state government programs and grants.

10. What is your vision of the county's future related to the duties of the Hospital Authority?

I envision Fayette Piedmont Hospital increasing access to consumer health resources by having information available on-site, online, in libraries, in pharmacies, in schools and anywhere citizens go. Increasing community partnerships will expand the hospital's brand by providing relevant healthcare resources for maintaining or establishing optimal health to sustain a healthier Fayette County.

11. Would there be any possible conflict of interest between your employment or your family and you serving on the Hospital Authority?

I do not believe so.

12. Are you in any way related to a County Elected Official or County employee? If so, please describe.

No, but I myself, am a County employee.

13. Describe your current community involvement.

Currently, I am a registered Adult Girl Scout and Gold Award Coach to Girl Scouts working to earn their Gold Awards. I am also an active member of the LaGrange Chapter of The Links, Inc. where I am required to give over 40 hours of community service in Fayette County to maintain active membership.

14. Have you been provided a copy of the county's Ethics Ordinance?

Yes.

15. Is there any reason you would not be able to comply with the Ethics Ordinance?

No.

Gina L. Martin
810 Teal Vista, Peachtree City, GA 30269

Email: [REDACTED]

Phone: [REDACTED]

Librarian / Manager / Event Facilitator

Library manager with excellent customer service skills who enjoys community outreach. An experienced research and reference librarian capable of planning adult and multi-age programs, including community-wide events, conferences and training workshops. Highly organized and fiscally minded administrator capable of working within budget requirements and successfully executing duties within deadlines.

CORE COMPETENCIES

Researcher	Report Writing	Team Building
Meeting Facilitator/Trainer	Scheduling	Marketing
Event/ Conference planning	Travel Planner	Website Development
Customer Service	Distance Learning	Database Management
Budget and Accounting	Government Relations	Community Outreach

PROFESSIONAL EXPERIENCE

Fayette County Public Library

2016 -

Public Services Librarian, Fayetteville, GA

- Under direction of Library Director, plans, coordinates and supervises the daily operations of an assigned library department.
- Performs a variety of professional librarian functions, including outreach to the community
- Responds to public inquiries and resolves complaints
- Provides reference services, readers' advisory and instructs customers in the use of library equipment and resources.
- Participates in maintaining assigned collection materials and selection
- Advocates for the library to the community, government agencies and public forums
- Adult Program facilitator
- Grant writer

Cicatelli Associates Inc. – Atlanta Office

2009 – 2015

Managing Director Facilities and Operations – Atlanta Office, Atlanta, Georgia

Title X Training Coordinator (2009-2012)

Consultant (2008 – 2009)

- Responsible for the day-to-day management of facilities and operations of CAI's Atlanta Office
- Supervise administrative staff and interns
- Lead Event/Meeting planner for CDC and OPA funded projects responsible for all planning, logistics and travel coordination
- Coordinate activities related to training and technical assistance for federally funded projects
- Planning, implementing, monitoring, evaluating and reporting of all project related activities
- Continued Education – coordinates CE programs from application to delivery
- Maintained internal resource library and digital curriculum library

Clayton County Library System – Headquarters**2013 - 2014****Reference Librarian, Jonesboro, Georgia**

- Provides information and reference services to the public
- Professional knowledge of printed and electronic library resources
- Assists patrons with use of computers, internet searching and word processing
- Develop and present classes teaching Microsoft Office, Excel and Word
- Performs research and database searching
- Consults with library administration concerning collection, policies and procedures

Research Librarian Consultant**2003 - 2008****Self-employed, Fayetteville, Georgia**

- Independent project based researcher
- Network marketing
- Internet and database searching
- Contract negotiation
- Billing and invoicing

LAI Ward Howell**1997 - 1999****Research Librarian, Atlanta, Georgia**

- Researched qualified individuals for executive positions
- Identified industry trends through electronic and bound resources
- Conducted preliminary phone screening and background checks of candidate pool
- Maintained database of candidates and relevant materials for search professionals
- Managed library collection

EDUCATION: Master of Library Science (MLIS), 1997**Bachelor of Arts, English, 1995***Clark Atlanta University – Atlanta, GA***Certificate of Local Government Management , 2017***Carl Vinson Institute of Government, Management Development Program, University of Georgia***BOARDS/ SERVICE:**

Past Chair, Fayette County Library Advisory Board	2013-2015
Gold Award Coach, Girl Scouts of Greater Atlanta	2014 - present
Member, LaGrange Chapter of The Links, Inc.	2017 - present

Publications Journal Articles:

Martin, Gina L. (2017) "News - Fayette County Public Library," *Georgia Library Quarterly*: Vol. 54: Iss. 3, Article 16. Available at: <https://digitalcommons.kennesaw.edu/glq/vol54/iss3/16>

D. Middleton, M. Kyriakos Nelson, A. Vosel, V. Cochran, C. Malone, **G. Martin** and P. Bunyasaranand. "Building Performance Management and Continuous Quality Improvement Capacity among Title X Providers" New Orleans, LA: 2012 National Reproductive Health Conference. August 5, 2012.

below and return it with a resume, if available, to Tameca White, County Clerk, at twhite@fayettecountyga.gov or 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 **no later than 5:00 p.m. on Friday, June 1, 2018.**

If you have any questions, please call (770) 305-5103.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME : Michael Rocker

ADDRESS : 853 Wagon Wheel Circle Fayetteville, GA 30214

TELEPHONE (day) [REDACTED]

(evening) :770-964-8941

(email address) : [REDACTED]

Signature:  Date : 5-16-2018



APPLICATION FOR APPOINTMENT
Fayette County Hospital Authority

1. How long have you been a resident of Fayette County? 31 years and five months
2. Why are you interested in serving on the Fayette County Hospital Authority?
I want to be a part of my community and give my time and service back to the community I grew up in. I have worked in Healthcare for the past 13 years and I have diverse perspective on healthcare in America and the challenges we face.
3. What qualifications and experience do you possess for appointment to the Hospital Authority? Please see my resume.
4. List your recent employment experiences to include name of company and position? 3M Medical Markets Center- Post Acute Territory Manager 2017

3. What qualifications and experience do you possess for appointment to the Hospital Authority? Please see my resume.
4. List your recent employment experiences to include name of company and position? 3M Medical Markets Center- Post Acute Territory Manager 2017
5. Do you have any past experience relating to the Hospital Authority? No
6. Are you currently serving on a commission/board/authority or in and elected capacity with any government?

No

7. Have you attended any Hospital Authority meetings in the past two years and, if so, how many?
No

8. Are you willing to attend seminars or continuing education classes at county expense?

Yes

9. Based on the qualifications listed in Press Release, what qualifies you to be a member of the Hospital Authority?

I have over 13 years of experience with a Fortune 500 company and I have lead numerous projects throughout my career.

I have also volunteered with the Boys & Girls Club of Dallas, TX as well as lead student recruiting interviews and forums at Tuskegee University for my company. Please see attached resume for additional information.

10. What is your vision of the county's future related to the duties of the Hospital Authority?

- I will work to make sure the Fayette County Hospital Authority is respected by the Fayette County residents as an ethical and pioneering organization within our county.
- I will strive for the Fayette County Hospital Authority to be a benchmark for other similar entities located throughout the state of Georgia.

- I will strive for the Fayette County Hospital Authority to be a national benchmark for other similar entities located throughout this great nation.

1. Would there be any possible conflict of interest between your employment or your family and you serving on the Hospital Authority? No

2. Are you in any way related to a County Elected Official or County employee?
No

3. Describe your current community involvement?
Please see my resume

4. Have you been provided a copy of the county's Ethics Ordinance?

Yes I have.

5. Is there any reason you would not be able to comply with the Ethics Ordinance?

No.

3. Describe your current community involvement?

Please see my resume

4. Have you been provided a copy of the county's Ethics Ordinance?

Yes I have.

5. Is there any reason you would not be able to comply with the Ethics Ordinance?

No.

MIKE ROCKER

853 Wagon Wheel Circle

Fayetteville, GA 30214

SUMMARY

A dynamic, driven medical/surgical sales management leader with a career goal to find a position with an organization that values the importance of developing long term customer relationships, cultivating sales leadership and solid sales growth. Proven competencies and a thorough understanding of the organizational structure in outpatient surgery centers, physician offices, and distribution sales & operations. A well-organized sales manager who focuses on leading sales teams with creative solutions meeting customer needs and providing consistent follow through.

- **2017 Infection Prevention Division Acceleration Award recipient 2017-Ambulatory Care Division**

3M Infection Prevention, Atlanta, GA**Jan 2013- Present**

Alternate Site Manager Southeast & Mid-Atlantic- (Covering the states of Florida, South Carolina, & Maryland)

Develop relations with key targeted Surgery & Physician Center Chain organizations both Large Chain and Mid Level Chain focus on developing relationship with Regional Field/Sales Managers for the organization. Build relationships and find opportunities at these accounts. Develop quarterly focused programs for alternate site that align with US marketing quarterly programs. Participate in monthly "team teleconference" with Marketing outlining progress with quarterly focused programs and successes with and any reward incentives for alternate site sales force. Manages the Med Tech, Med Care relationship within region to achieve national growth targets

Promoted February 2015 to Senior Account Manager for 3M Infection Prevention Division

- Managed regional ambulatory alternate care territory, including Med Tech/Med Care contractors (8 contracted reps), 3M inside-tele-sales representatives (one Tele sales representatives) and quarterly distributor programs.
- Converted and re-captured 3M immobilization business at OrthoCarolina (Charlotte, NC: November 2014) with my local account representative and distribution partners. This resulted in \$80,000 in new annual sales for 2015.
- Consulted and educated Laser Spine Institute on the 3M Super Rapid Readout Technology; a key account in my Florida territory. As a result seven of their locations throughout the U.S. implemented this product category; which resulted in \$35,000 in new sales for 2014-2015.
- Developed and lead the creation in collaboration with my U.S. Sales Director on the VHA Southeast custom contract for its members, procuring 3M immobilization. Resulting in current sales of \$31,000 thru April of 2015 and 36% growth in this product category

3M Infection Prevention, Dallas, TX**Jan 2012 – Dec 2012**

Alternate Site Manager Western Zone

Developed a focus list of accounts for alternate site sales force and define metrics for measuring sales success by territory. Develop relations with Key targeted Surgery Center Chain organizations both Large Chain and Mid Level Chain focus on developing relationship with Regional Field Managers for the organization. Build relationships and find opportunities at these accounts. Develop quarterly focused programs for alternate site that align with US marketing quarterly program. Participate in monthly "team teleconference" with Marketing outlining progress with quarterly focused programs and successes with and any reward incentives for alternate site sales force. Assist with tracking data (market data, focused account list progress, and payment data) and manages the Med Tech, Med Care relationship within region to achieve national growth targets

- Managed regional ambulatory alternate care team, including Med Tech/Med Care contractors (25 contractor reps), 3M inside Tele sales reps (12 Tele sales representative) and quarterly distributor

- -Implemented and led marketing and national account initiative for immobilization products with key alternate site distributor, resulting in \$50,000 in new business
- -Coordinated and attending national and regional alternate sale distribution shows in 2012, resulting in 4% aggregate growth among sale distribution partnerships.

3M Infection Prevention, Dallas, TX

Regional Channel Manager

Oct 2009 - Dec 2012

Responsible for accelerating sales growth and strengthening relationships with distributors within assigned region. Dedicated to drive communication and field implementation of key distributor and Kit Supplier programs in both Acute and Non Acute markets. Provides input to strategic account organizations for development of distributor programs. Pro-actively works to build and grow relationships with regional sales managers of key distributors. Manages the Med Tech, Med Care relationship within region to achieve national growth targets.

- Managed regional ambulatory alternate care team, including Med Tech/Med Care contractors (12 contractor representatives), 3M inside Tele sales reps (one inside sales representative) and quarterly distributor programs.
- Assigned to participate on a team of Channel Managers and Business Analysts, to develop a National Med Tech Account list used by channel managers for tracking and managing of sales growth in the Med Tech region.
- Developed and coordinated a regional product training class for Med Tech sales team in the region, producing an average score of 85% on national assessment given to the national group in Q2 2010.
- Presented the 3M Infection Prevention National Marketing and Account Targeting Programs to distribution management and their sales teams for fiscal year of 2010. Recognized regionally by Medical Device distribution management as a valued partner committed to supporting them with the 3M infection Prevention product line.

EDUCATION

Bachelor of Science, Business Administration, Tuskegee University

PROFESSIONAL DEVELOPMENT

2008 Divisional Field Trainer- Medical & Surgical Products
 Acra Institute- Mentor 2010
 3M Frontline Sales Internship Mentor 2010-present
 3M & Boys & Girls Club of America Regional Volunteer Leader 2011, 2012
 Six Sigma Green Belt Trained(2017)

Memberships

National Sales Network Dallas/ Ft. Worth Chapter 2011
 Boys & Girls Club of America Volunteer-Dallas, TX 2001-2012
 Crossfit West Cobb-Mableton, GA
 Commerce Club of Atlanta Young Executives Member- Atlanta, GA 2014

COUNTY AGENDA REQUEST

Page 109 of 167

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of a new contract with the University of Georgia Cooperative Extension which provides for transitioning two part time positions currently fully funded through the County budget over to the University of Georgia payroll.

Background/History/Details:

For decades two part time positions have been fully funded through the County and included in each annual County budget. It is the desire of the University of Georgia Cooperative Extension Program to have all employees in all of their county offices on UGA payroll. Currently the two County employees report to a UGA employee but are subject to County policies and are paid through County payroll. Over time there have been challenges both for the UGA supervisor and County employees in managing this relationship. Staff agrees with and fully supports the transitioning of these two positions from County payroll to UGA payroll.

The new annual contract with UGA for personnel expenses will be in the amount of \$130,406, an increase of \$30,846 from the current annual contract amount of \$99,560. The new annual contract absorbs the current annual payroll cost to the County for these two positions in the amount of \$30,839 which will be moved from personnel to technical services going forward. The attached contract is for the six month period of January 1, 2019 to June 30, 2019, and will be prorated to begin February 1, 2019. Later in the spring there will be a twelve month contract for the board's consideration for the period July 1, 2019 through June 30, 2020.

What action are you seeking from the Board of Commissioners?

Approval of a new contract with the University of Georgia Cooperative Extension for personnel expenses for the remainder of FY19 in the amount of \$65,203, authorization of budget amendment moving \$12,853 from personnel to technical services and to authorize the chairman to execute all documents.

If this item requires funding, please describe:

Funding for personnel costs are currently budgeted through personnel and technical services. Going forward all personnel costs will be budgeted in technical services.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

Budget amendment is prorated to reflect five (5) months with a February 1st implementation.

Northwest District Extension
 1109 Experiment St.
 Flynt Bldg., Room 227
 Griffin, GA 30223

Dear Mr. Hammond,

The purpose of this letter is to notify you that we wish to continue the agreement between the Fayette County Board of Commissioners and the Board of Regents of the University System of Georgia, on behalf of the University of Georgia Cooperative Extension, for the provision of Extension Programs to our County. The term of this agreement shall be from January 1, 2019 through June 30, 2019. The budget is attached.

Sincerely,

Randy Ognio
 Commission Chair
 Board of Commissioners
 Fayette County, Georgia

County Extension Coordinator	Date
District Extension Director	Date
Associate Dean for Extension- CES, UGA	Date
Dean and Director of Agricultural and Environmental Sciences, UGA	Date
Vice-President for Public Service & Outreach, UGA	Date

Fayette County Board of Commissioners

January 1, 2019-June 30, 2019

ANNUAL SALARY

Kimberly Toal, CEC, ANR Agent (51110)	7,283
Candace Goldbeck, 4-H Agent (51110)	13,526
Cristina Bacon, Secretary (51120)	6,981
Gabi Wall, Extension Educator (51120)	10,936
Part-Time Horticulture Program Assistant	7,162
Part-Time 4-H Program Assistant	7,162
	53,050

ANNUAL BENEFITS

TRS (20.9%)

Kimberly Toal, CEC, ANR Agent	1,522
Candace Goldbeck, 4-H Agent	2,827
Christina Bacon, Secretary	1,459
Gabi Wall, Extension Educator	2,286
	8,094

Social Security (7.65%)

Kimberly Toal, CEC, ANR Agent	557
Candace Goldbeck, 4-H Agent	1,035
Cristina Bacon, Secretary	534
Gabi Wall, Extension Educator	837
Part Time Horticulture Program Assistant	548
Part Time 4-H Program Assistant	548
	4,059

Six Month Total	65,203
-----------------	--------

Please note Contracts and Grants:

Please send Fayette County BOC the final bill no later than 45 days from the end of the contract of June 30th. Account 2631GE 65005 pays for hospital and life for this account.

UGA will disperse all payroll and tax for employees and will bill Fayette County monthly for Fayette County's actual contribution to total.

Please send the bill to the following address:
 Mary Parrott, Finance Director
 140 Stonewall Avenue West
 Fayetteville, GA 30214

Chairman, Board of Commissioners
 Fayette County, Georgia

UGA Cooperative Extension CONTRACT - County Extension Office

ACCOUNT DESCRIPTION	ORIGINAL		Revised	Variance
	Adopted Budget	6 months	Contract Jan - Jun, 2019	Increase (Decrease)
Personnel Costs	\$30,839	\$15,423	\$0	(\$15,423)
Technical Services	\$99,560	\$49,780	\$65,203	\$15,423
Total COUNTY EXTENSION	\$130,399	\$65,203	\$65,203	\$0

BUDGET AMENDMENT (prorated for 5 months)	
Personnel Costs - 6 months	\$15,423
Five (5) months	
Decrease Personnel Costs	(\$12,853)
Increase Technical Services	\$12,853
Zero Impact to Bottom Line	\$0

COUNTY AGENDA REQUEST

Page 113 of 167

Department: Board of Commissioners

Presenter(s): Chairman Randy Ognio

Meeting Date: Thursday, January 24, 2019

Type of Request: New Business **Item #14**

Wording for the Agenda:

Delegation/Appointments by the Chairman for Board appointments to the following: A. Board of Health, B. Water Committee and C. Retirement/Pension Committee.

Background/History/Details:

The Board of Health, Water Committee and Retirement/Pension Committee have appointments to be filled by the Chairman or his/her designee.

This discussion is to determine who will serve on behalf of the Board, in each of the aforementioned positions, for the 2019 year.

What action are you seeking from the Board of Commissioners?

Delegation/Appointments by the Chairman for Board appointments to the following: A. Board of Health, B. Water Committee and C. Retirement/Pension Committee.

If this item requires funding, please describe:

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.*

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



A GUIDE TO SERVING ON THE COUNTY BOARD OF HEALTH

Georgia Department of Public Health
2013

Introduction

We hope you will find this guide to be useful in serving your county on the County Board of Health. It is designed to be a general overview and reference for you, so you may find the same information repeated in different sections.

For over a century, responsibility for Georgia's public health functions has been shared by state and local governments. The principal actors are the **Georgia Department of Public Health (DPH)**, the 159 **County Boards of Health**, and the eighteen **District Health Directors**. DPH and the County Boards of Health and the District Health Directors are best thought of as a partnership – not a partnership in the legal sense, but in the ordinary sense of people working together to accomplish a common goal.

DPH has responsibility for framing and implementing a statewide public health policy, operating statewide programs such as the State Health Laboratories and disease surveillance, and establishing standards for numerous matters from reportable diseases to restaurant inspections.

The County Boards of Health have responsibility for assessing local needs, advocating for county public health programs, approving and presenting the health budget to the county commission, and providing policy guidance to the District Health Director.

The District Health Directors serve as the chief executive officers of the county health departments, handling the day to day operation of the county health departments in their districts. Although they report to the county board of health and to DPH, District Health Directors operate with broad discretion in the management of county health departments.

The keys to success in achieving the goals of public health are cooperation among these public health partners, mutual support, open communications, and respect for the unique role that each partner plays in serving the people of Georgia.

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I. What is Public Health?

Public health has been defined as "the science and art of preventing disease, prolonging life and promoting health through the organized efforts and informed choices of society, organizations, public and private, communities and individuals."¹ The Institute of Medicine of the National Academies puts it this way: "What we as a society do collectively to assure the conditions in which people can be healthy."

Public health is a special part of the American health system. Most of the health care industry is designed to deliver health services upon request to an individual that seeks out treatment. The aim of public health is a little different. Although public health uses many of the same people and tools used by the healthcare industry – doctors, nurses, dentists, examination rooms, testing laboratories, needles and medicines – it seeks to protect and promote the health of groups of people. Those groups may be as small as the customers of a single restaurant, or as large as the residents of an entire continent.

Public health has three goals. The first is to prevent disease and injury by preventing the rise of conditions which are conducive to disease and injury. This is done through a variety of means, including inspections of food services, hotels, and sewage systems, disease surveillance, and immunization programs. The second is to promote good health, through means such as public education, nutrition counseling, health screenings, and targeted health care services. The third is to prepare for and respond to disasters and emergencies, as directed by the Governor and in conjunction with other responders, such as police, firefighters, emergency medical technicians and ambulance services, hospitals, and the National Guard.

DPH defines its mission this way:

***"To prevent disease, injury, and disability;
to promote health and well being;
to prepare for and respond to disasters."***

In order to fulfill that very broad mission, DPH works very closely through its partners in public health, the 159 County Boards of Health and the eighteen District Health Directors.

¹ Winslow, "The Untilled Fields of Public Health", *Science* (9 January 1920)

II. Public Health Administration in Georgia

Georgia’s “hybrid” public health system.

Unlike some other states, which have a centralized public health system controlled by a single state agency, Georgia employs a “hybrid” system of public health administration using both a state public health department and separate county health departments. Although DPH has some oversight responsibilities toward the county boards of health, they are separate legal entities.² Not surprisingly, there is much overlap between the operations of DPH and those of the county health departments. As the Attorney General has noted, “both the state and county have very broad duties and responsibilities in the area of public health and insofar as the positions taken by the county and state are not inconsistent, it is evident that they can both function in the same areas.”³

Georgia’s 159 county health departments are organized into eighteen Health Districts.⁴ Some Health Districts consist of a single county, while others include more than a dozen counties. The purpose of organizing county health departments into a Health District is to achieve economy by avoiding duplication of effort – it allows the county health departments to share a common chief executive officer and a central administrative staff.

The key link between DPH and the county boards of health is the District Health Director. The District Health Director is a licensed physician appointed by the DPH Commissioner and approved by the County Board of Health to serve as the CEO of the county health department. The DHDs and their District staffs manage the county health department staff, handle budgeting and billing, coordinate services and programs, provide professional management and supervision, report to the Commissioner and the Board, and execute the public health component of the State’s emergency plans.

² 1974 Op. Att’y Gen. No. 74-19. *Accord, Ga. Dept. of Human Resources v. Demory*, 138 Ga. App. 888 (1976); *Aldridge v. Georgia Hospitality & Travel Assoc.*, 251 Ga. 234, 237 (1983).

³ 1974 Op. Att’y Gen. No. 74-19.

⁴ See Appendix A for a map of Georgia’s eighteen Health Districts.

Funding of public health in Georgia.

Public health in Georgia receives its funding from multiple sources. This makes budgeting a challenge, since each of those income streams is subject to fluctuation.

DPH receives most of its funding from two sources: annual appropriations from the Georgia General Assembly, and grants from various Federal agencies for specific health-related purposes. Those agencies include the U. S. Departments of Agriculture, Homeland Security, and Health and Human Services, Centers for Disease Control and Prevention. At present, federal grants provide the majority of DPH's funding.

County health departments are typically funded through four sources:

- *“Grant in Aid”.* Each year, DPH makes available “grant in aid” funds to each county. These funds combine state appropriations and federal grant funds. Although some grant in aid funds may be used for any public health purpose (“general grant in aid”) the rest are earmarked for specific programs (“programmatically grant in aid.”) In Appendix E, you will find a list of public health services funded by grant in aid from the FY2012 contract.
- *Program income.* Your health department charges for many of the services that it provides, such as restaurant inspection fees and patient care. Payment for services may come directly from the business or citizen served, or from private medical insurance or Medicaid. In a few cases, fees generated by grant-funded programs must be used to supplement the budget for that particular program, and cannot be diverted to unrelated expenses or other programs.
- *County appropriations.* Each County Commission is authorized to fund the county health department with county tax revenues.⁵ The Commission will decide the level of county funding after receiving a certified budget from your Board.
- *Other grants.* In addition to receiving state and federal grant monies from DPH through the annual “grant in aid” contract, each county is free to pursue public health grants from other state, federal, or private sector sources. This allows you to implement programs that are needed in your community, but which may not be funded by other sources.

As you will see, one of the Board's most important responsibilities is reviewing and certifying the proposed budget for your county health department to the County Commission, and recommending an appropriate level of county funding for your health department.

⁵ O.C.G.A. § 31-3-14.

The Department of Public Health

The statutory duty of the Department of Public Health is to “safeguard and promote the health of the people of this state.”⁶ In order to carry out that broad mandate, DPH has been given the following statutory powers:

- To provide epidemiological investigations and laboratory facilities and services in the detection and control of disease, disorders, and disabilities and to provide research, conduct investigations, and disseminate information concerning reduction in the incidence and proper control of disease, disorders, and disabilities;
- To correct physical, chemical, and biological conditions that, if left to run their course, could be injurious to health;
- To regulate and require the use of sanitary facilities at construction sites and places of public assembly and to regulate persons, firms, and corporations engaged in the rental and service of portable chemical toilets;
- To isolate and treat persons afflicted with a communicable disease who are either unable or unwilling to observe the department's rules and regulations for the suppression of such disease and to establish quarantine, surveillance, or isolation of persons and animals exposed to a disease communicable to man;
- To procure and distribute medicines and to purchase services from clinics, laboratories, hospitals, and other health facilities and, when authorized by law, to acquire and operate such facilities;
- To cooperate with agencies and departments of the federal government and of the state by supplying consultant services in medical and hospital programs and in the health aspects of civil defense, emergency preparedness, and emergency response;
- To prevent, detect, and relieve physical defects and deformities;
- To promote the prevention, early detection, and control of problems affecting the dental and oral health of the citizens of Georgia;
- To contract with county boards of health to assist in the performance of services and, in the event of grave emergencies of more than local peril, to employ whatever means may be at its disposal to overcome such emergencies;
- To contract and execute releases for assistance in the performance of DPH's functions and the exercise of its powers and to supply services which are within its purview to perform;
- To enter into or upon public or private property at reasonable times to determine the presence of disease and conditions deleterious to health or to determine compliance with health laws and rules, regulations, and standards thereunder;
- To establish a schedule of fees for laboratory services;

⁶ O.C.G.A. § 31-2A-4.

- To issue permits for public gatherings of 5,000 or more;⁷
- To issue certificates of authority for midwives;⁸ and
- To exchange data with the Department of Community Health for purposes of health improvement and fraud prevention.⁹

DPH maintains the State's central database of reportable diseases, operates the State Public Health Laboratories and Vital Records service, and provides oversight and support of programs offered at the county level, such as WIC.

In addition, DPH has limited but significant oversight powers over county boards of health. These include the following:

- Persons affected by an order or action arising from a proceeding before a county board of health may appeal to DPH;¹⁰
- The rules and regulations of a county board of health cannot conflict with DPH's rules and regulations;¹¹
- The county board of health is required to coordinate with DPH to develop programs, activities, and facilities responsive to needs;¹²
- The county board of health is required to secure compliance with rules and regulations of DPH within the county;¹³
- A county board of health must obtain the approval of DPH before signing any contract for the provision of public health services.¹⁴
- A county board of health acts pursuant to the "supervision and direction" of DPH in many specific regulatory areas, including tourist accommodations,¹⁵ tattoo studios,¹⁶ midwives,¹⁷ and food service establishments.¹⁸

⁷ O.C.G.A. § 31-27-2.

⁸ O.C.G.A. § 31-26-2(a)

⁹ O.C.G.A. § 31-2A-4.

¹⁰ O.C.G.A. § 31-5-3; 26-2-376(appeal from county health department actions against food service permit holders.)

¹¹ O.C.G.A. § 31-3-4(a)(4).

¹² O.C.G.A. § 31-3-5(a)(2).

¹³ O.C.G.A. § 31-3-5(a)(3).

¹⁴ O.C.G.A. § 31-3-4(a)(7), -13. In order to promote efficiency, DPH has a formal policy of requiring its approval only for contracts of \$250,000 or more.

¹⁵ O.C.G.A. § 31-28-1 *et seq.*

The County Board of Health and the County Health Department

The County Board of Health has the following statutory responsibilities:

- To determine the health needs and resources of the county by research and by collection, analysis, and evaluation of data pertaining to the health of the community;
- To develop, in cooperation with DPH, programs, activities and facilities responsive to the needs of the county;
- To secure compliance with the rules and regulations of the department that have local application; and
- To enforce all laws pertaining to health unless the responsibility for the enforcement of such laws is that of another county or state agency.¹⁹

Your county health department is staffed by county board of health employees who act under the supervision of a District Health Director.

In this Guide, we will use “the Board” to refer to the seven persons appointed to serve on the County Board of Health, and the “county health department” to refer to the full-time county board of health employees who provide public health services.

The Health Districts

Each of Georgia’s 159 county health departments has been assigned to one of eighteen Health Districts. Health Districts are proposed by the Commissioner of Public Health and approved by the County Boards of Health and the County Commissions of the affected counties.²⁰ As a member of the Board of Health, you may be called upon to review and vote upon a proposed change in Health District boundaries.

It is important to remember that your county health department does not cease to be a separate entity by reason of being organized into a Health District.

¹⁶ O.C.G.A. § 31-40-1 *et seq*

¹⁷ O.C.G.A. § 31-26-2 (DPH may “designate” a county board of health to issue or take action against midwife certificate of authority.)

¹⁸ O.C.G.A. § 26-2-372, -375 (county board of health acts as the “agent of the department” with regard to food service establishments.)

¹⁹ O.C.G.A. § 31-3-5(a).

²⁰ O.C.G.A. § 31-3-15.

Rather, the Health District is simply a way to achieve efficiency and economy by allowing several county health departments to share a common administrative structure.

The District Health Director

The District Health Director serves by law as the chief executive officer of the county board of health.²¹ District Health Directors are appointed by the Commissioner of Public Health, subject to approval of all the county boards of health for the counties in the Health District. Although the District Health Directors are employees of DPH, it is their statutory duty to

“perform the functions and exercise the powers set forth in this Chapter [O.C.G.A. §§ 31-3-1 through 16, creating the county board of health] except the power to adopt bylaws and to adopt rules and regulations ... The director shall devote his entire time to the service of the county board of health and to the multiple county districts, where created, and shall be vigilant in procuring compliance with its rules and regulations and with Georgia health laws and rules and regulations adopted thereunder that have application within the county and district. He shall make reports to the county board of health ... in such manner and form and with such frequency as required by it and shall also report to [DPH] in such manner, detail, and form as the department may specify.”²²

District Health Directors are required by law to be physicians licensed in the State of Georgia. However, the job requires many skills in addition to practicing medicine, and Directors often have advanced training and education in public health. The District Health Director must organize and supervise the staffs of the county health departments in her district, oversee billing and collections, provide professional supervision to the nursing staff and other health care professionals, prepare and administer budgets, handle personnel issues, and report to both DPH and the county board of health (or, in multiple-county health districts, multiple county boards of health), all while planning and administering dozens of public health programs. It is one of the toughest jobs in government.

In order to carry out this extraordinarily difficult job, the law gives the District Health Director wide discretion. For example, the District Health Director, and

²¹ O.C.G.A. §§ 31-3-11(a), -12, -15.

²² O.C.G.A. § 31-3-12.

not DPH, exercises control over county board of health employees.²³ The laws give DPH no say over the District Health Director's administration of the county health department budget; that is a matter for the DHD and the County Board of Health. Likewise, the law gives the District Health Director the right of approval over the scope of services, operating details, contracts, and fees approved by the County Board of Health.²⁴

²³ Op. Att'y Gen. Nos. 74-19, 74-89. *C.f.* Op. Att'y Gen. No. 78-22 ("Generally speaking, employees of the county boards of health are county employees unless a statute specifically provides otherwise.") *See also* O.C.G.A. § 31-3-11(b) (DPH District Environmental Director can "recommend personnel actions" against county environmental health employees, but presumably cannot take such actions.)

²⁴ O.C.G.A. § 31-3-4(6).

III. Public Health Administration At The County Level

The public health staff

Your county health department has a variety of professionals, specialists, and administrative staff working under the supervision of the District Health Director. Counties and Health Districts with ample resources may have more people, and a greater variety of specialties, than other counties and Districts. Here is a list of the types of employees that may be found in a county health department:

- Nurses (advanced practice registered nurse, registered nurse, and practical nurse)
- Dentists and dental hygienists
- Environmental health specialist (restaurants, tourist accommodations, septic fields, public swimming pools)
- Nutritionists
- Communicable disease investigators
- Sexually transmitted disease (STD) specialists
- Social workers
- Epidemiologists
- Laboratory staff
- Health educators
- Administrative support staff

In addition, the Health District has a central administrative staff that serves each county health department within the district. The size and composition of the District staff will vary from one District to another. You may find people performing one or more of the following functions in the District offices:

- District administrator
- District human resources director
- District finance director
- District health director
- District nursing director
- District environmental health director
- District epidemiologist
- District director of emergency preparedness and response
- Public information officer
- District director of health planning and performance measurement
- District director of health promotion and disease prevention

- Administrative assistants

There is sometimes confusion about who public health employees work for – do they work for the county, the health district, or the State? The answer is that a public health worker will be employed *either* by the Department of Public Health as a state employee, *or* by a county board of health.²⁵ One reason for confusion is that county board of health employees are specially permitted by state law to participate in the State Health Benefits Plan, state retirement plan, and unemployment compensation benefits, and are covered by the State's liability insurance.²⁶ However, the state Attorney General has recognized the distinction between county and state public health workers, ruling that even though county public health workers may be funded indirectly by grant in aid funds, they are county board of health employees and subject only to the authority of the District Health Director, whereas state public health employees are subject to the authority of DPH.²⁷

Public health services

Your county health department provides a very wide variety of services to the people of your community. Some are required by statute, some are required by the terms of state or federal grants, and others may be chosen by the County Board of Health or upon the initiative of your District Health Director.

Here is a list of *population-based services* that may be offered by your health department, and a list of *personal or preventive services*:

Population-Based Services

Child fatality review
Child abuse prevention
Teen pregnancy prevention
Mosquito and rabies control
Child care day center audits
Immunization audits (schools)

Personal/Preventive Services

Immunization
International travel clinic
Tuberculosis treatment and control
HIV/AIDS prevention and care
STD counseling and treatment
Lead screening and prevention

²⁵ The Health Districts are not legal entities, so it is not possible for anyone to be an employee of a "health district." Public health workers either work for the state or for the county board of health.

²⁶ O.C.G.A. §§ 45-9-1 (county public health employees covered by state liability insurance policy), 45-9-110(d)(unemployment compensation benefits insurance), 45-18-1(2)(H, I)(health insurance); 45-20-2(6) and 47-2-1(16)(retirement plan.)

²⁷ Op. Att'y Gen. Nos. 74-19, 74-89. C.f. Op. Att'y Gen. No. 78-22 ("Generally speaking, employees of the county boards of health are county employees unless a statute specifically provides otherwise.") See also O.C.G.A. § 31-3-11(b)(the DPH District Environmental Director can "recommend personnel actions" against county environmental health employees, but presumably cannot take such actions.)

Population-Based Services (cont.)

Emergency preparedness planning
 Maternal/Child Health Block Grant
 Needs Assessment
 School-based oral health education
 Registration of vital records (birth and death events)
 Investigation of environmental health hazards
 Restaurant inspection and permits
 Septic system inspection and permits
 Inspection of tourist accommodations, public swimming pools
 Health and safety programs for water wells, tattoo parlors, indoor air quality, lead poisoning, chemical hazards and pollution

Personal/Preventive Services (cont.)

Dental treatment and education
 Nutrition counseling
 Lactation counseling and support
 WIC
 “Babies Can’t Wait” program
 Health Check Outreach and Screening for Medicaid Eligible (EPSDT)
 “Children First” program
 1st Care (High Risk Infant Follow-up)
 Universal Newborn Hearing Screening
 Women’s health services
 Children’s health services
 Breast, cervical, and colorectal cancer prevention and screening program
 Infectious disease response and control
 Laboratory testing

The role of the Board of Health

The primary role of the Board is to assess the needs of the community, provide policy guidance, and exercise general oversight of the health department, while leaving the day to day management and operational control of the county health department to the District Health Director.

In addition, here are some specific functions that your Board will carry out:

- The Board certifies the county health department budget each year to the County Commission, including its recommendation for a specific amount of county revenues to fund the department.²⁸
- The Board votes on the DPH Commissioner’s recommendation for District Health Director.²⁹
- The Board votes on any proposal by the DPH Commissioner which would change the boundaries of the Health District in which your county is grouped.³⁰
- The Board may adopt public health rules and regulations for the county, provided those rules and regulations are not in conflict with those of DPH.³¹

²⁸ O.C.G.A. § 31-3-14.

²⁹ O.C.G.A. §§ 31-3-15.

³⁰ O.C.G.A. §§ 31-3-15. Such proposals also must be approved by the County Commission. *Id.*

³¹ O.C.G.A. § 31-3-4(a)(4).

The county public health budget

County health departments are typically funded through four sources:

- *“Grant in Aid”*. Each year, DPH makes available “grant in aid” funds to each county. These funds combine state appropriations and federal grant funds. Although some grant in aid funds may be used for any public health purpose (“general grant in aid”) the rest are earmarked for specific programs (“programmatic grant in aid.”) Grant in aid will require “matching funds” from your county.
- *Program income*. Your county health department charges for many of the services that it provides. In some cases, fees generated by grant-funded programs must be used to supplement the budget for that particular program, and cannot be diverted to unrelated expenses or other programs. Public health services are often offered on a sliding fee scale, because no person may be denied a public health service on the basis of that person’s inability to pay.³²
- *Other grants*. In addition to receiving state and federal grant monies from DPH through the annual “grant in aid” contract, each county is free to pursue public health grants from other state, federal, or private sector sources. This allows you to implement programs that are needed in your community, but which may not be funded by other sources.
- *County appropriations*. Each County Commission is authorized to fund the county health department with county tax revenues.³³

The law calls on the County Board of Health to make a recommendation each year to the County Commission regarding the appropriate level of county funding for your health department. The District Health Director will prepare a proposed budget for your county health department, including a recommended amount to be provided by county revenues.

It is the Board’s responsibility to determine the final budget, and to decide how much in county funding should be recommended to the County Commission. The Board will “certify” a proposed health department budget to the County Commission. If the Commission deems the Board’s certified budget to be unreasonable, it may return the budget to the Board with its objections. If the Commission approves the budget, then it will appropriate sufficient county revenues to fund the county’s share of the budget.³⁴

³² O.C.G.A. § 31-3-4(a)(6).

³³ O.C.G.A. § 31-3-14.

³⁴ O.C.G.A. § 31-3-14.

Once the budget has been approved, county health departments will submit monthly budget reports of income and expenditures to the state. DPH has established guidelines and formats for these reports so that income and expenditures compared to budget are being reported on a consistent basis throughout the state.

The role of the County Commission

The County Commission has four primary responsibilities toward the county health department:

- It is obligated by statute to provide the county health department with “quarters and equipment sufficient for its operation.”³⁵
- It appoints four of the seven members of the Board of Health.³⁶
- It approves fee schedules for environmental services, such as fees for inspections of restaurants, tourist accommodations, and septic systems.³⁷
- Finally, the County Commission reviews the county health department budget certified to it each year by the County Board of Health and decides what amount of county funding will go to the county health department.³⁸
- **Note:** County Health Department employees are not County Commission employees. The County Commission has no executive authority over the County Board of Health and funds must be kept separately.

³⁵ O.C.G.A. § 31-3-9.

³⁶ O.C.G.A. § 31-3-2.

³⁷ O.C.G.A. § 31-3-4(a)(6).

³⁸ O.C.G.A. § 31-3-14.

IV. Service on the County Board of Health

The members of the Board

Each County Board of Health has seven members, who must be at least 21 years old.³⁹ The law sets out the requirements for each of those seven positions, and who appoints those members. The seven positions are:

[Positions 1 through 4 are appointed by the county's chief executive officer]

Position 1: The county's chief executive officer, or another elected member of the county governing authority that is designated by the CEO.

Term expires when leaving elected office or when CEO assigns a replacement.

Position 2: A licensed physician actively practicing in the county. In a county with less than four physicians, or no physician practicing in the county who is willing and able to serve, a licensed nurse or dentist or another person having familiarity and concern for medical services in the county may be selected.

Term expires upon completion of the six year term; will be less than six years if appointed mid-term.

Position 3: A consumer or an advocate for consumers of health services.

Term expires upon completion of the six year term; will be less than six years if appointed mid-term.

Position 4: A consumer who will represent the needy, underprivileged or elderly.

Term expires upon completion of the six year term; will be less than six years if appointed mid-term.

³⁹ O.C.G.A. §§ 31-3-2, 45-2-1. Counties with a population of more than 800,000 may choose to establish a "Board of Health and Wellness" instead of a Board of Health. O.C.G.A. § 31-3-2.1. At present, Fulton County is the only county with a Board of Health and Wellness. The organization, powers, and duties of a Board of Health and Wellness are somewhat different from a Board of Health.

[Position 5 comes from the county school system]

Position 5: The superintendent of schools or a designated employee of the school system.

Term expires when the superintendent or the appointing superintendent leaves office.

[Positions 6 and 7 are appointed by the governing authority of the “largest municipality of the county” (with some exceptions)]

Position 6: The chief executive officer, or another elected member of the City governing authority.

Term expires when leaving elected office or when the CEO appoints a replacement.

Position 7: A consumer or a licensed nurse interested in promoting public health.

Term expires upon completion of the six year term; will be less than six years if appointed mid-term.

Regardless of how they are appointed, the seven members of the Board are equals. Each has one vote, and no single member of the Board has any more authority than the others.

When a Board member's term expires, that Board member will continue to hold office and may continue to participate and vote on Board matters until a successor is sworn in.⁴⁰

Management of the Board

The law does not dictate how a County Board of Health should organize itself or conduct its business, but says only that the Board “shall establish and adopt by-laws for its own governance,” and shall meet at least once a quarter.⁴¹ Most Boards choose to elect a Chair, Vice-Chair, and Secretary.

Should the Board require legal advice, the law permits it to seek the services of the county attorney or, budget permitting, to employ counsel of its choosing.⁴²

⁴⁰ O.C.G.A. § 45-2-4; Op. Att’y Gen 75-15.

⁴¹ O.C.G.A. § 31-3-4(a)(1).

⁴² O.C.G.A. § 31-3-10.

Individual responsibilities

The first thing you will do upon being appointed to the Board is to take the oath of office.⁴³

As an officer of county government, you will assume certain ethical obligations as well. The two key statutes outlining your ethical obligations are reprinted in full in Appendix B. All of the duties imposed by those statutes are important. However, there is one in particular that you should look out for: the obligation to refrain from participating in an official action on a matter in which you have a direct or indirect financial interest. If a matter comes before your Board that might have an impact on your financial interests, you must be sure to avoid any participation, whether through discussion or voting. If you are not sure whether you have a direct or indirect interest in a particular matter, then the best thing to do is to seek the help of the District Health Director, who can arrange for legal advice. Nothing could erode the public's trust in the Board faster than the perception that Board members benefit personally from their official actions.

Meetings and Records

Your Board is required by law to meet at least once a quarter.⁴⁴ Meetings of the Board are subject to Georgia's **Open Meetings Act**.⁴⁵ The legal requirements of that Act are quite detailed, but your county attorney and the state Attorney General can provide guidance concerning the specific steps to follow in conducting an "open meeting." Here are a few key points to remember:

- Notice of the date, time, and place of the meeting must be posted in advance.
- The agenda for the meeting must be posted within the two weeks prior to the meeting.
- The meeting must be open to the public, and members of the public must be allowed to film or record the meeting if they so desire.

⁴³ Att'y Gen. Op. 1963-65 at p. 432 (oath of office prescribed by O.C.G.A. § 45-3-11 and loyalty oath prescribed by O.C.G.A. § 45-3-11 are required for members of county boards of health.) This language will suffice for both: "I swear to faithfully discharge my duties as a member of the ____ County Board of Health according to law; that I am a resident of ____ County and qualified to hold this office according to the Constitution and the laws of Georgia; that I am not the holder of any unaccounted for public money due this State or any political subdivision or authority thereof; that I am not the holder of any office of trust under the government of the United States, any other State, or any foreign state which I am by the laws of the State of Georgia prohibited from holding; and that I will support the Constitution of the United States and the Constitution of Georgia."

⁴⁴ O.C.G.A. § 31-3-4(a)(1).

⁴⁵ O.C.G.A. §§ 50-14-1 through 6.

- All discussions and votes must take place in open session unless exempted by law. No portion of a meeting should ever be closed to the public except in strict accordance with the Open Meetings Act. This should be done only upon legal advice.
- Minutes of the meeting must be prepared and posted within two days.

In addition, documents pertaining to the business of the County Board of Health or the county health department are subject to Georgia's **Open Records Act**.⁴⁶ Like the Open Meetings Act, the legal requirements of the Open Records Act are quite detailed, but your county attorney and the state Attorney General can provide guidance. The key point to remember is that a public record must be copied or produced for inspection upon request by any person, regardless of the reason for making the request. An Open Records Act request may be made verbally, electronically, or in writing. The documents must be provided within three days if possible, and if not, then a written response must be made within three days explaining when the documents will be available. There are exceptions to the Open Records Act, but you should never refuse to disclose a document except upon legal advice.

Key functions of the Board

Your Board is one of the three key players in the administration of public health in Georgia, with general policy and oversight responsibility for the county health department. Although the law delegates most of the county's public health functions and powers to the District Health Director,⁴⁷ your board of health is responsible for exercising these functions:

- The Board certifies the county health department budget each year to the County Commission. The District Health Director will prepare a proposed budget, but the Board has the final say on what will be recommended to the County, including the amount of county revenues that will be requested.⁴⁸
- The Board votes on the DPH Commissioner's recommendation for District Health Director.⁴⁹ In addition, members of the Board may be asked to serve on search committees or interview teams.
- The Board votes on any proposal by the DPH Commissioner which would change the boundaries of the Health District in which your county is

⁴⁶ O.C.G.A. §§ 50-18-70 through 77.

⁴⁷ O.C.G.A. § 31-3-12.

⁴⁸ O.C.G.A. § 31-3-14.

⁴⁹ O.C.G.A. §§ 31-3-15.

grouped. Such proposals also must be approved by the County Commission.⁵⁰

- The Board approves “policies and directives” which the District Health Director will implement.⁵¹
- The Board may adopt public health rules and regulations for the county, provided those rules and regulations are not in conflict with those of DPH.⁵²

In addition, County Boards of Health play an important role in ways that are not spelled out in the law books. For example:

- Board members function as the eyes and ears of the community. They advise the District Health Director on the specific public health needs of the community, and may suggest ideas for programs and services to meet those needs.
- Board members serve as links to local government and community resources. Public health works best in cooperation with local partners, such as hospitals, health care providers, businesses, and civic leaders.
- Board members serve as advocates for public health in their community.

Working With Your District Health Director

It is essential for the Board to develop a good working relationship with the District Health Director, who is tasked by law to serve as the Chief Executive Officer of the county health department. The District Health Director is your key source of information about the workings of the county health department. By law, the District Health Director reports to both the Commissioner of Public Health and to each County Board of Health in his health district.⁵³ The duty to serve multiple masters makes the District Health Director’s job one of the toughest in government. As such, it is important for both DPH and the Board to respect the Director’s managerial discretion, and to avoid any temptation to micromanage the operations of the health department.

It may sometimes be difficult to know whether a particular issue falls within the purview of the Board or that of the District Health Director. Understanding the relationship of the Board to the District Health Director is critical to the success of your county’s public health program.

⁵⁰ O.C.G.A. §§ 31-3-15.

⁵¹ O.C.G.A. § 31-3-12.

⁵² O.C.G.A. § 31-3-4(a)(4).

⁵³ O.C.G.A. § 31-3-12.

The law delegates the functions and powers of the county health department to the District Health Directors, and gives them right of approval over “the scope of services, operating details, contracts, and fees approved by the county board of health.”⁵⁴ However, the law also obligates them to exercise those functions and powers “subject to the policies and directives of the multiple county districts served.”⁵⁵ The result is a balancing act: the law calls on the District Health Director to carry out your policy decisions, but it also calls on your Board to take into account the fact that the Director may be subject to policy directives from other Boards in your Health District, and has to manage the day to day operations of one or more county health departments with limited personnel and financial resources. This will not always be easy. Ideally, the District Health Director will defer to the Board’s policy choices, and the Board will defer to the District Health Director’s need for managerial discretion.

Personnel issues may find their way to the Board. If an employee of the county health department approaches you with complaints about disciplinary actions, promotions, salary, or even perceived wrongdoing by public employees, then you should discuss it with the District Health Director before bringing it up with the full Board. In general, the Board should be wary of being dragged into personnel disputes. One way of avoiding this situation is to ask, “Is this issue related to policy, agency direction or planning, or rules and regulations?” If not, it is likely an issue best left to the District Health Director and staff to resolve.

The District Health Director and the District staff will be your main source of information about the operations of your county health department - its budget, income and expenses, organization, personnel issues, services offered, and people served. If your health district comprises multiple counties, please bear in mind that the District Health Director and District staff also receives inquiries from other Boards, and must divert resources from their daily duties to respond. Please be patient when requesting information and reports!

Compensation and liability

The law provides that a Board member may be paid no more than \$25 per meeting, “provided funds therefor have been established by budget and are available from funds allocated to that purpose.”⁵⁶

You clearly will not get rich from your service on the Board, but the law does provide you with significant protection from liability for actions taken within the

⁵⁴ O.C.G.A. § 31-3-4(6).

⁵⁵ O.C.G.A. § 31-3-12.

⁵⁶ O.C.G.A. § 31-3-7.

scope of your authority as a member of the Board.⁵⁷ Individual members of a County Board of Health are specifically covered under the State's general liability insurance policy for "damages arising out of the performance of their duties or in any way connected therewith."⁵⁸ In the unlikely event that you are named as a party to a lawsuit involving your actions as a Board member, please contact your District Health Director, who will notify the responsible agencies to arrange for your defense.⁵⁹

⁵⁷ See *Gilbert v. Richardson*, 264 Ga. 744 (1994)(county officials entitled to "official immunity" for discretionary acts taken within the scope of their official duties).

⁵⁸ O.C.G.A. § 45-9-1. The Georgia Department of Administrative Services (DOAS) serves as the State's risk management agency, and procures its general liability insurance. DOAS has advised that the County Board of Health itself, as a legal entity separate and apart from its individual members, is *not* covered by the State's liability insurance. In addition, DOAS has cautioned Board members in the past that actions taken outside the scope of their authority, including interference in individual personnel matters, may result in denial of coverage.

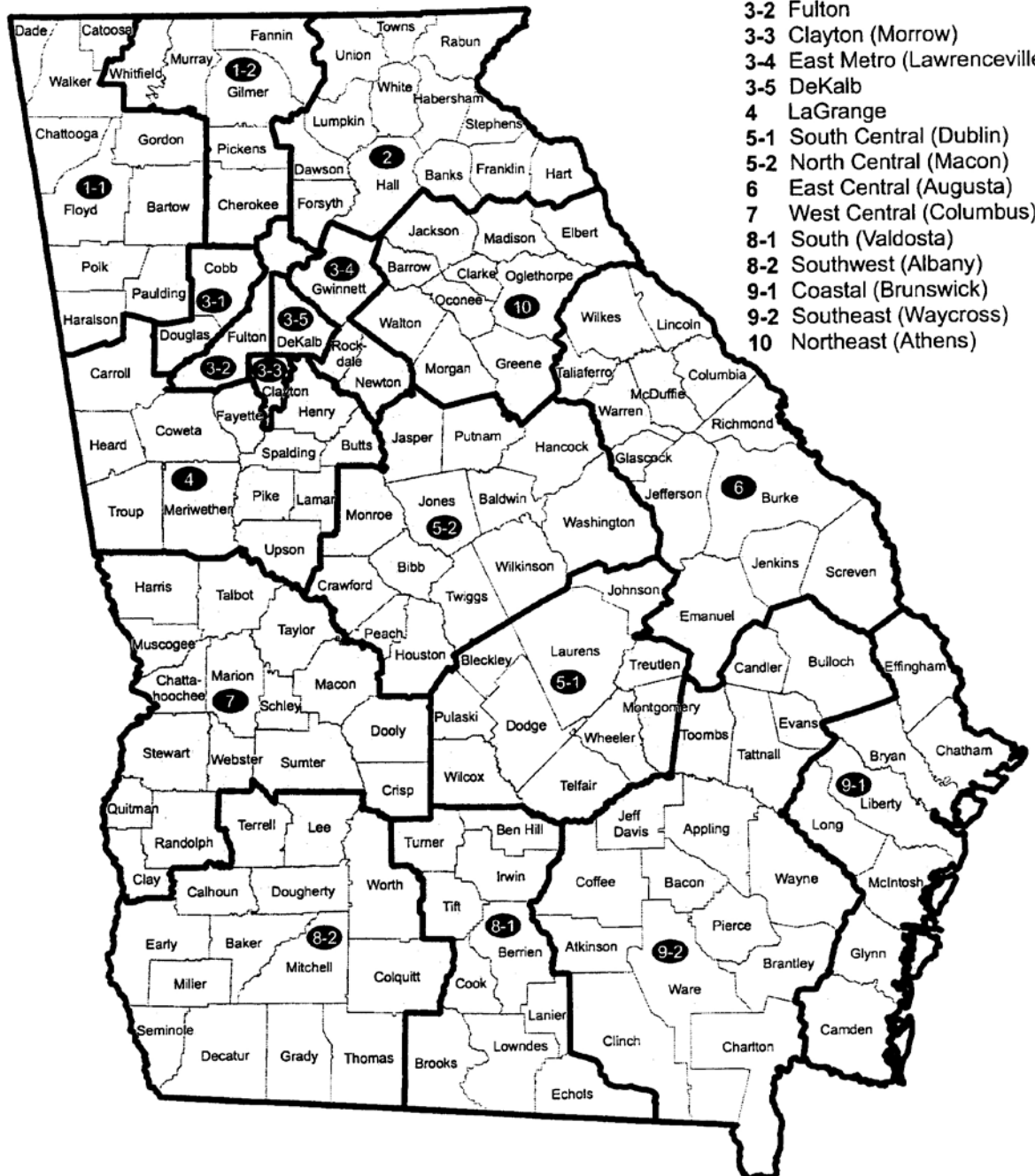
⁵⁹ The Georgia Department of Law oversees legal defense of cases brought against State officers or agencies, including employees and members of the County Boards of Health. O.C.G.A. § 45-9-1.

V. Appendices

- A. Map of Georgia's Public Health Districts***
- B. Georgia Ethics Statutes***
- C. Chronology of public health in Georgia***
- D. Sample Board of Health By-Laws***

APPENDIX A: GEORGIA PUBLIC HEALTH DISTRICTS

GEORGIA Public Health Districts



APPENDIX B: GEORGIA ETHICS STATUTES

O.C.G.A. § 45-10-1: Establishment and text of code of ethics for government service generally

There is established for and within the state and for and in all governments therein a code of ethics for government service which shall read as follows:

CODE OF ETHICS FOR GOVERNMENT SERVICE

Any person in government service should:

I. Put loyalty to the highest moral principles and to country above loyalty to persons, party, or government department.

II. Uphold the Constitution, laws, and legal regulations of the United States and the State of Georgia and of all governments therein and never be a party to their evasion.

III. Give a full day's labor for a full day's pay and give to the performance of his duties his earnest effort and best thought.

IV. Seek to find and employ more efficient and economical ways of getting tasks accomplished.

V. Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether for remuneration or not, and never accept, for himself or his family, favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of his governmental duties.

VI. Make no private promises of any kind binding upon the duties of office, since a government employee has no private word which can be binding on public duty.

VII. Engage in no business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of his governmental duties.

VIII. Never use any information coming to him confidentially in the performance of governmental duties as a means for making private profit.

IX. Expose corruption wherever discovered.

X. Uphold these principles, ever conscious that public office is a public trust.

O.C.G.A. § 45-10-3: Code of ethics for members of boards, commissions, and authorities

Notwithstanding any provisions of law to the contrary, each member of all boards, commissions, and authorities created by general statute shall:

(1) Uphold the Constitution, laws, and regulations of the United States, the

State of Georgia, and all governments therein and never be a party to their evasion;

(2) Never discriminate by the dispensing of special favors or privileges to anyone, whether or not for remuneration;

(3) Not engage in any business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of his governmental duties;

(4) Never use any information coming to him confidentially in the performance of governmental duties as a means for making private profit;

(5) Expose corruption wherever discovered;

(6) Never solicit, accept, or agree to accept gifts, loans, gratuities, discounts, favors, hospitality, or services from any person, association, or corporation under circumstances from which it could reasonably be inferred that a major purpose of the donor is to influence the performance of the member's official duties;

(7) Never accept any economic opportunity under circumstances where he knows or should know that there is a substantial possibility that the opportunity is being afforded him with intent to influence his conduct in the performance of his official duties;

(8) Never engage in other conduct which is unbecoming to a member or which constitutes a breach of public trust; and

(9) Never take any official action with regard to any matter under circumstances in which he knows or should know that he has a direct or indirect monetary interest in the subject matter of such matter or in the outcome of such official action.

Appendix C: A Timeline of Public Health In Georgia

- 1760 The colony of Georgia passes a strict quarantine law in response to smallpox outbreaks. It is the first public health law in Georgia.⁶⁰
- 1786 The position of Health Officer for the Port of Savannah is created.⁶¹
- 1804 Savannah establishes a Board of Health.⁶²
- 1875 The General Assembly creates the first **State Board of Health** “for the protection of life and health and to prevent the spread of disease,” and appropriates a budget of \$1500.⁶³
- The Board is tasked “to make inquiries in respect to the causes of diseases, and especially epidemics, and investigate the sources of mortality, and the effects of localities, employments, and other conditions upon the public health.”
 - Nine physicians are to be given the position of “Sanitary Commissioner,” one for each Congressional District.
 - The Board is given no specific enforcement authority, but is to “advise and co-operate” with local health officers, collect information, and make reports as requested by state and local officials.
 - The Act of 1875 also calls on the Board to supervise the collection of records of birth, marriage, and death.
- 1876 Only twenty-one counties have organized Boards of Health. Due to this lack of interest by county governments, the State Board of Health recommends that the Board be given power of appointment and supervisory authority over county health boards.⁶⁴
- 1877 No funds are appropriated for the State Board of Health, and it ceases to function.⁶⁵
- 1888 Savannah employs the state’s first full-time health officer.⁶⁶
- 1898 Savannah employs the state’s first public health nurse.⁶⁷

⁶⁰ T. F. Abercrombie, M.D., *History of Public Health in Georgia, 1733 – 1950* (1950) at p. 23.

⁶¹ Abercrombie at pp. 28, 43.

⁶² *Id.*

⁶³ *Ga. Laws 1875*, p. 32; Abercrombie at p. 38.

⁶⁴ *Id.* at p. 45.

⁶⁵ *Id.* at pp.43-46.

⁶⁶ *Id.* at p.46.

- 1901 The City of Atlanta establishes its own health department.⁶⁸
- 1903 The General Assembly again creates a State Board of Health with “supervision of all matters relating to the life and health of the people of the State.”⁶⁹ Physicians are to constitute a majority of the Board.
- The Board is given “supreme authority in matters of quarantine,” and the duty “to take prompt action to control and suppress” the outbreak of disease.
 - The Board is authorized to issue “reasonable orders and regulations to prevent the spread of contagious or infectious diseases,” and to fine local officials who do not obey those orders and regulations.⁷⁰
 - The Board is tasked to “act in harmony with local boards of health,” and prohibited from “superced[ing] municipal boards of health” or “violating any of the provisions [of the Code] relating to the duty of local boards of health.”
 - Responsibility for a statewide registry of vital statistics is again placed with the Board of Health.
 - Only \$3000 is appropriated for its first year, barely enough for one fulltime employee. An office in the basement of the Capitol is secured after “months of rather delicate negotiation.”⁷¹
- 1905 The Board opens a “bacteriological laboratory” in the Capitol basement.⁷²
- 1914 The General Assembly passes the **Ellis Health Law**.⁷³ The major features of the new law are:
- A “County Board of Health” is created for each county, to have “supervision over all matters relating to health and sanitation in their respective counties, with authority to declare and enforce quarantine.”
 - The CBOH only becomes active if two successive county grand juries call for it, and may be eliminated if two successive grand juries so recommend.
 - CBOH authorized to “employ visiting nurses to aid in examination of school children and to instruct parents in matters pertaining to their children.”

⁶⁷ *The History of Public Health Nursing in Georgia 1898 – 2002* (2005) at p. 31.

⁶⁸ *Id.*

⁶⁹ *Id.* at pp. 54-55; *Ga. Laws 1903*, p. 72.

⁷⁰ *Id.* at pp. 54-55. Interestingly, such fines were to be paid into the treasury of the local government.

⁷¹ Abercrombie at p. 59.

⁷² Abercrombie at p. 58.

⁷³ *Ga. Laws 1914*, p. 124.

- Each county constitutes a separate “health district” unless the Board of Health approves, after consent of all counties involved, the creation of a multicounty health district.
- Each health district is run by a “District Commissioner”
 - The District Commissioner is a physician appointed by the CBOH from a list provided by the Secretary of the Board of Health, who is authorized to administer examinations to determine suitable candidates.
 - Though the county is required to pay the District Commissioner and provide “suitable quarters” for him, the District Commissioner is an “officer of the State” and may be suspended by the Board of Health.
 - The District Commissioner is to report monthly to the State Board of Health on all work done.
 - The District Commissioner has “supreme authority on all matters affecting the public health of his district, not inconsistent with the authority granted to the State Board of Health.”
 - The Ellis Health Law prescribes two full pages of duties to the District Commissioner, beginning with the duty “to be vigilant in the work of disease prevention, and the conservation of public health, and to enforce all health laws of the State and health ordinances of their respective localities, together with the rules and orders of the State Board of Health.”

- 1922 The Department of Health hires its first public health nurse, who is assigned to a “healthmobile” for expectant mothers and young children. The next year, the Department hires its first African-American public health nurse, who advises midwives in the Atlanta area.⁷⁴
- 1933 Public health nurse positions are discontinued due to lack of funding. The Department’s nurses are re-hired by the Georgia Relief Commission.⁷⁵
- 1937 Federal Social Security funds become available to the State to distribute as grants-in-aid to county boards of health.⁷⁶ These monies are also used to hire an obstetrician and pediatrician, and

⁷⁴ Abercrombie at p. 107.

⁷⁵ *The History of Public Health Nursing in Georgia* at pp. 33-34.

⁷⁶ Abercrombie at p.155.

- to expand maternal and child clinics, dental and venereal disease programs, and county nursing services.⁷⁷
- 1940 Fifty-five Georgia counties have a fulltime health service; 121 counties have a fulltime public health nurse.⁷⁸
- 1964 The **1964 Health Code** is enacted to consolidate and modernize the Ellis Health Law.⁷⁹ This Code is the basis for today's public health laws.
- The powers and duties of DPH, the CBOHs, and the District Health Directors are allocated in a manner still in effect today.
 - DPH is given limited but significant oversight over CBOHs, including
 - CBOH must obtain DPH approval for all CBOH contracts;
 - Orders or actions of a CBOH may be appealed to DPH;
 - The rules and regulations of a CBOH cannot conflict with DPH's rules and regulations;
 - CBOH is required to keep DPH informed of the names, addresses, and terms of its members;
 - CBOH is required to coordinate with DPH to develop programs, activities, and facilities responsive to local needs; and
 - CBOH is required to secure compliance with rules and regulations of DPH within the county.
- 1972 As part of a major reorganization of state government, the functions of the Department of Health are transferred to the Division of Public Health of the newly created Department of Human Resources.⁸⁰
- 2009 The Division of Public Health is transferred to the Department of Community Health.⁸¹
- 2011 Governor Nathan Deal signs House Bill 214, which re-establishes the Department of Public Health as a separate state agency.⁸²

⁷⁷ Id. at p. 164.

⁷⁸ Id. at pp. 155-156; *The History of Public Health Nursing in Georgia* at p. 35.

⁷⁹ *Ga. Laws 1964*, p. 499.

⁸⁰ *Ga. Laws 1972*, p. 1071.

⁸¹ *Ga. Laws 2009*.

⁸² 2011 General Assembly, House Bill 214.

APPENDIX D: SAMPLE COUNTY BOARD OF HEALTH BY-LAWS

BY-LAWS of the _____ COUNTY BOARD OF HEALTH

ARTICLE I

NAME: This Board is a creation of Chapter 31-3 of the Official Code of Georgia, which establishes a county board of health in each and every county of the State. This Board shall be known as the _____ County Board of Health.

ARTICLE II

FUNCTIONS AND POWERS: The functions and powers of this Board of Health are those given it by Sections 31-3-4 and 31-3-5 of the Official Code of Georgia.

ARTICLE III

MEMBERSHIP: This Board of Health shall be composed of seven members as provided in Section 31-3-2 of the Official Code of Georgia. Composition of the Board, appointments, and terms of members, notification of vacancies, appointment and qualification of members to fill vacancies shall all be according to said Code Section and these By-Laws.

ARTICLE IV

TITLES OF OFFICERS: The officers of this Board of Health shall be the Chair, Vice-Chair, and Secretary.

ELECTION OF OFFICERS: Officers shall be elected annually and at the first regular meeting of the Board of each year and hold office until a successor is elected.

DUTIES OF THE OFFICERS: The Chair shall call and preside at all meetings of this Board of Health and shall be a member *ex-officio* of any or all committees of the Board which might be appointed. The Vice-Chair, in the absence of the Chair, shall assume the duties of the Chair and have all this authority.

ARTICLE V

CHIEF EXECUTIVE OFFICER: The District Health Director of Public Health District _____ shall serve as the Chief Executive Officer of this Board of Health as provided in Sections 31-3-12 and 31-3-15 of the Official Code of Georgia.

FUNCTIONS AND POWERS: The District Health Director, as Chief Executive Officer of this Board of Health, shall in the name of said Board of Health perform the functions and exercise the powers set forth in Chapter 31-3 of the Official Code of Georgia, except the power to adopt By-Laws and adopt rules.

ARTICLE VI

REGULAR MEETINGS: Regular meetings shall be held no less frequently than quarterly.

SPECIAL MEETINGS: Special meetings may be called by the Chair at the request of any member of the Board or as deemed necessary by the Chair. No business shall be transacted at a special meeting except that stated in the notice calling the meeting. Notice of any special meeting shall be given at least five days before the time set for the meeting;

provided, however, that a meeting called to respond to a public health emergency may be held as soon as a quorum of member is assembled.

QUORUM: The Chair or Vice-Chair, and four other members of the Board, shall constitute a quorum for the conduct of business.

AMENDMENTS: These By-Laws may be amended after notice at any regular meeting of the Board. Such notice shall be referred to a special committee which shall report at the next regular meeting and shall require a majority vote of those present for adoption. Amendments so made shall be effective when approved by the Board.

PARLIAMENTARY AUTHORITY: The rules contained in the current edition of *Robert's Rule of Order* shall govern in all cases to which they are applicable.

ADOPTION: These By-Laws shall be adopted at any regular meeting of the Board and shall replace any previous By-Laws. They shall become effective when approved by the Board.

Adopted by the _____ County Board of Health this ____ day of _____,

CHAIR, _____ County Board of Health

COUNTY OF FAYETTE

STATE OF GEORGIA

ORDINANCE NO.

2018 -- 08

AN ORDINANCE BY THE BOARD OF COMMISSIONERS OF FAYETTE COUNTY TO REAFFIRM AN EXISTING ADVISORY COMMITTEE KNOWN AS THE FAYETTE COUNTY WATER COMMITTEE; TO PROVIDE FOR TERMS OF OFFICE; TO PROVIDE FOR THE MEMBERSHIP; TO PROVIDE FOR THE FILLING OF VACANCIES; TO PROVIDE FOR AN OATH OF OFFICE; TO PROVIDE FOR A REQUIREMENT OF REGULAR MEETINGS; TO PROVIDE FOR REMOVAL OF MEMBERS; TO PROVIDE FOR COMPENSATION; TO PROVIDE FOR QUALIFICATIONS; TO PROVIDE FOR OFFICERS; TO PROMOTE THE PUBLIC HEALTH, SAFETY AND WELFARE; AND FOR OTHER PURPOSES.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF FAYETTE COUNTY AND IT IS HEREBY ENACTED PURSUANT TO THE AUTHORITY OF THE SAME THAT ARTICLE VI OF CHAPTER 2 OF THE CODE OF ORDINANCES FOR FAYETTE COUNTY PERTAINING TO THE ESTABLISHMENT OF BOARDS AND COMMISSIONS BE AMENDED BY ADDING A NEW DIVISION TO PROVIDE FOR THE ESTABLISHMENT OF THE FAYETTE COUNTY WATER COMMITTEE AS FOLLOWS:

Section 1. By adding a new division with appropriate sections to Article VI of Chapter 2 to be numbered and to be entitled as follows:

DIVISION 5. FAYETTE COUNTY WATER COMMITTEE

Section 2. By adding a section to Division 5 creating the Fayette County Water Committee to be numbered and to read as follows:

Sec. 2-526. Created; purpose and intent.

In order to make recommendations to the Board of Commissioners of Fayette County as to the formulation of current and long-range water plans for Fayette County, the Fayette County Water Committee is hereby reaffirmed and re-established. The Fayette County Water Committee shall be organized and empowered as set out in this Division. The Fayette County Water Committee shall be created for the following purposes:

- (a) To fully explore water issues concerning Fayette County citizens;
- (b) To provide recommendations for short- and long-term priorities;
- (c) To advise the Board of Commissioners on the water needs of citizens in the County;
- (d) To assist with identification of funding sources, solicitation of federal funds, grants, etc.;
- (e) To assist with coordination between the County and the municipalities;
- (f) To provide recommendations for long-term goals;
- (g) To work with the County Administrator and staff;
- (h) To provide education in this community about water resources; and
- (i) To provide a forum for citizens to express concerns.

It is the intent of the Board of Commissioners that the Fayette County Water Committee shall fully explore issues concerning water needs and resources and provide information and recommendations to the Board of Commissioners.

Section 3. By adding a section to Division 5 for the organization of the Fayette County Water Committee to be numbered and to read as follows:

Sec. 2-527. Organization.

(a) Membership. The Fayette County Water Committee shall consist of seven (7) members, each of whom shall be appointed as follows:

1. The Board of Commissioners of Fayette County shall appoint the members of the Fayette County Water Committee. Each member, other than the members who serve by virtue of their position with Fayette County, shall be Fayette County residents and customers of the Fayette County Water System.

2. Terms.

a. The terms of the members shall be for four (4) years, except that in the appointment of the first Fayette County Water Committee under the terms of this section, one (1) member shall be appointed for a term of greater than one (1) year, but less than two (2) years, and two members shall be appointed for a term of greater than three (3) years, but less than four (4) years. All successive terms shall be for four (4) years, unless otherwise provided herein.

b. The Board of Commissioners of Fayette County has determined that the makeup of the Fayette County Water Committee shall be as follows: The Chairman of the Fayette County Board of Commissioners, or his/her designee; the County Administrator, or his/her designee; the Director of the Fayette County Water System; the Director of Planning and Zoning; and three (3) citizen members. The terms of all members shall begin immediately upon the approval of this ordinance with the term of one citizen member expiring on December 31,

2019. The terms of the remaining citizen members shall expire on December 31, 2021. The members, or their designees, as applicable, who serve by virtue of their position with Fayette County shall serve on the Water Committee for so long as they hold their respective positions. Additionally, the Engineer of Record for the Fayette County Water System and the County Attorney for Fayette County shall be non-voting members of the Water Committee. Each shall serve during their respective appointments.

c. Except as otherwise provided herein, all members of the Fayette County Water Committee shall, if necessary, hold over until their successors are appointed and qualified. The successors shall be appointed in the same manner as the initial members in the month immediately preceding the expiration of the members' respective terms of office. Any member of the Fayette County Water Committee may be re-selected and re-appointed to serve a succeeding term.

3. Oath of office. All persons who serve as a member of the Fayette County Water Committee shall first execute and file with the County Clerk an oath obligating himself/herself to faithfully and impartially perform the duties of his/her office with such oath to be administered by the Chairman of the Board of Commissioners.

4. Vacancies; removal. A vacancy in membership shall be filled for the unexpired term in the same manner in which the person creating the vacancy was appointed. The Board of Commissioners shall have the power to remove any member of the Fayette County Water Committee, for cause, by a majority vote of the members of the Board of Commissioners.

5. Compensation. All members shall serve without compensation but may be reimbursed for actual expenses incurred in connection with their official duties if such expenses are approved by the County Administrator.

6. Quorum. Four (4) members of the Fayette County Water Committee, other than non-voting members, shall constitute a quorum. A vacancy shall not impair the right of the quorum to exercise all rights and perform all the duties of the Fayette County Water Committee.

7. Meetings. The Fayette County Water Committee shall meet on a regular basis with the meetings to occur at least monthly. The minutes of each meeting shall be forwarded to the Board of Commissioners of Fayette County on a regular basis. The Board of Commissioners of Fayette County shall provide a meeting room for the Fayette County Water Committee.

8. Disqualification. Any member who announces or qualifies for an elected office, other than the Chairman of the Board of Commissioners, shall be deemed disqualified to serve as a member of the Fayette County Water Committee upon the occurrence of such announcement or qualifying. Such disqualification shall take effect immediately and the seat shall be deemed vacant.

Section 4. By adding a section to Division 5 for the election of a chairman, the issuance of bylaws, recommending body and allowable expenditures of the Fayette County Water Committee to be numbered and to read as follows:

Sec. 2-528. Election of officers; bylaws; miscellaneous.

The Fayette County Water Committee shall elect a chairman from among its members. The Fayette County Water Committee shall elect a vice-chairman from among its members. The Water Committee shall appoint a secretary. The secretary need not be a member of the Fayette County Water Committee. Upon approval of this ordinance, the existing officers shall serve in their respective positions until December 31, 2018. Thereafter, all terms for the above officers shall be for a period of one (1) year. The Water Committee shall devise its own bylaws, which shall be supplied to the County Administrator and approved by the Board of Commissioners. The Water Committee shall be a recommending body and will provide its recommendations to the Board of Commissioners through its chairman. Any incidental expenditures of the Water Committee shall be within the amounts appropriated for such purpose by the Board of Commissioners.

Section 5. By reserving additional sections for future use within this Division, sections 2-529 through 2-550.

Section 6. This ordinance shall become effective as of April 24, 2018.

Section 7. All other ordinances and parts of ordinances in conflict with this ordinance shall be deemed repealed.

SO ORDAINED this 24th day of April, 2018.

(SEAL)



BOARD OF COMMISSIONERS OF
FAYETTE COUNTY, GEORGIA

By:

[Handwritten signature of Eric K. Maxwell]

ERIC K. MAXWELL, Chairman

ATTEST:

[Handwritten signature of Tameca P. White]

Tameca P. White, County Clerk

APPROVED AS TO FORM:

[Handwritten signature of County Attorney]

County Attorney

INVESTMENT POLICY STATEMENT FOR FAYETTE COUNTY 401(a) AND 457(b) PLANS

Part I. THE PLAN AND PLAN FIDUCIARY

Fayette County (the "Plan Sponsor") sponsors the Fayette County 401(a) & 457(b) Plans (collectively, the "Plan" or "Plans") for the benefit of its employees. The Plans are intended to provide eligible employees with the long-term accumulation of retirement savings through contributions to the individual participant accounts within the Plan. The Fayette County Board of Commissioners (the "Board of Commissioners") has approved and appointed the Fayette County Retirement Pension Committee (the "Plan Fiduciary") to oversee the Plans on behalf of the participants and beneficiaries, including the responsibility for the management of the investments offered under the Plans.

This Investment Policy Statement ("IPS") provides guidelines for the Plan Fiduciary for selecting, monitoring and evaluating investment options that will be made available under the Plans.

The 401(a) Plan is a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code (the "Code") and the 457(b) Plan is an eligible governmental plan within the meaning of Treasury Regulations Section 1.457-2(f). While the Plans are not subject to the Employee Retirement Income Security Act of 1974, as amended ("ERISA"), the Plans intend to comply with Section 404(c) of ERISA and the regulations thereunder, which provides fiduciaries for the Plans with relief from liability for the investment decisions made by applicable participants.

The Plan also makes available to participants a default investment for all contributions, and the Plan intends such default investment to be a qualified default investment alternative ("QDIA") under the regulations in order to protect the Plan fiduciaries from fiduciary liability for investment outcomes of the default investment alternatives. Although this IPS may address certain aspects of ERISA Section 404(c), it does not address all of the conditions to be satisfied for compliance with such ERISA provision.

Part II. THE PURPOSE OF THE INVESTMENT POLICY STATEMENT

The Plan Sponsor is responsible for establishing a funding policy consistent with the purpose of the Plan and has established this IPS to cover the selection and monitoring of a broad range of investment options in order for participants to diversify investments within an investment category.

The Plan Fiduciary has important responsibilities and is subject to fiduciary standards of conduct, including:

- Acting solely in the interest of plan participants and their beneficiaries and with the exclusive purpose of providing benefits to them;
- Carrying out their duties prudently;
- Following the plan documents;
- Diversifying plan investments; and
- Paying only reasonable total plan expenses.

This IPS is intended to assist the Plan Fiduciary in making decisions regarding the Plan's investment options in a prudent manner. To achieve that objective, the IPS outlines the processes for the selection, monitoring and evaluation of the investment options in the Plan. This IPS sets out criteria that may be used by the Plan Fiduciary as guidance in making decisions regarding the investment options available under the Plan.

Specifically, this IPS describes:

- The Plan's investment objectives;
- The roles of those responsible for the Plan's investments;
- The investment selection procedures and criteria for the Plan's investments;
- The monitoring process for the Plan's investments; and
- The procedures for handling investment options that fail to satisfy established objectives.

Part III. INVESTMENT OBJECTIVES

The Plan seeks to make available investment options that:

- Provide reasonable returns compared to appropriate peer groups and indices;
- Provide a broad range of investments so that employees can diversify investments within an investment category;
- Provide a minimum of three different investment options with differing risk and return characteristics; and
- Provide, as appropriate, a qualified default investment alternative ("QDIA") as defined under the Pension Protection Act of 2006 ("PPA") and ERISA Section 404(c)(5).

Part IV. ROLES AND RESPONSIBILITIES WITH RESPECT TO PLAN INVESTMENTS

The Plan Fiduciary is responsible for:

- Establishing and maintaining this IPS;
- Reviewing this IPS periodically and making such changes to this IPS as deemed appropriate by the Plan Fiduciary from time to time;
- Selecting the investment options;
- Voting proxies on investment options selected;
- Monitoring the performance of the investment options offered by the Plan and making investment changes;
- Hiring and monitoring an investment advisor;
- Hiring and monitoring an investment consultant, if applicable; and
- Overseeing participant investment education and communication.

The Investment Advisor is responsible for providing investment advice on a non-discretionary basis to the Plan Fiduciary regarding the selection and monitoring of the Plan's investment options. The specific responsibilities of the Investment Advisor shall be set out in the investment advisory agreement.

Part V. SELECTION OF INVESTMENTS

The Plan Fiduciary is responsible for the selection of the investment options available to participants and shall be subject to the following considerations and guidelines:

Selection of Investment Categories

The Plan intends to provide an appropriate range of investment categories that will meet the following guidelines: (1) reasonably span the risk-and-return spectrum; (2) satisfy the "broad range" criteria of the regulations under ERISA Section 404(c); and (3) remain consistent with the investment needs of the participants. These investment categories, and the options chosen to fill those categories, should allow participants to construct portfolios consistent with their individual circumstances, investment goals, time horizons and risk tolerance.

The Plan may also provide a QDIA that complies with the PPA and ERISA Section 404(c)(5).

Selection of Investment Options

After determining the investment categories (see attached Appendix A) to be used, the Plan Fiduciary is responsible for selecting specific investment options for each of those categories.

As the Plan Fiduciary engages in the process of selecting the investment options, they may consider information from many sources, including information that may be provided by the investment advisor, the Plan's record-keeper or other retirement plan investment provider.

Attached as Appendix B (entitled "Investment Review Scorecard Process") is a current description of the methodology and scoring of investment options that may be used in the process for the selection of investment options for the Plan. The Plan Fiduciary has reviewed the methodology of the process and has determined that it is appropriate for the Plan and the participants.

Special Considerations for Selection of Target Date Funds: In addition to the methodology described in the attached Appendix C titled "Investment Selection and Monitoring," the following additional factors may be considered for this unique investment category when selecting and monitoring a target date retirement fund as an investment option in the Plan.

- The investment objective and strategy of the fund as stated in the funds' prospectus. Preference will be given to a fund that is designed so that a fund's mix of investments (e.g. among stocks, bonds and cash investments) automatically change in a way intended to become more conservative as an investor approaches the target date. The fund should shift over time from a mix with more stock investments in the beginning to a mix weighted more toward bonds as the target date approaches.
- The "glide path" for the funds, and the basic assumptions underpinning its construction. These assumptions include determining the use of "through" and/or "to" glide paths. For example, some target dates may not reach their most conservative mix until 20 or 30 years after the target date. Others may reach the most conservative investment mix at or soon after the target date. Others may reach the most conservative investment mix at or soon after the target date.
- The experience and quality of the management team responsible for the overall fund.
- The overall product cost including the fees charged by the underlying funds and any "wrap" fees charged by the overall manager of the fund.

Special Considerations for Selection of a QDIA: The default investment may be one of the following three types of alternatives that are diversified to minimize the risk of large losses and provide long-term growth.

- A product with an investment mix that changes asset allocation and risk based on the employee's age, projected retirement date, or life expectancy (for example, a lifecycle fund);
- A product with an investment mix that takes into account a group of employees as a whole (for example, a balanced fund); and
- An investment management service that spreads contributions among plan options to provide an asset mix that takes into account the individual's age, projected retirement date, or life expectancy (for example, a professionally managed account).

A list of the current investment options and their benchmark indices will be maintained separately and updated from time to time.

Part VI. INVESTMENT MONITORING

The Plan Fiduciary will regularly monitor the Plan's investment options and investment categories for compliance with the Plan's investment objectives and to assess whether a particular investment option continues to be appropriate for participants.

While frequent change is neither expected nor desirable, the process of monitoring investment performance relative to specified guidelines is an ongoing process. Recognizing that short-term fluctuations may cause variations in performance, the Plan Fiduciary shall evaluate investment performance from a long-term perspective when monitoring Plan investment options.

Monitoring occurs on a regular basis and utilizes the same criteria for selecting investment options. It is contemplated, but not mandated, that the Plan Fiduciary will conduct a formal review at least quarterly. Further, the Plan Fiduciary seeks to consider any unusual, notable or extraordinary events on an ongoing basis.

If, upon evaluation, an investment option remains acceptable, no further action is required. If the Plan Fiduciary determines after reasonable evaluation that an investment option should be subject to heightened review, the Plan Fiduciary will take steps to further review, study and/or remedy the deficiency. If, over a reasonable period, the provider is unable to resolve the issue, termination of the investment option may result (see Part VII).

Attached as Appendix C (entitled "Investment Selection and Monitoring Process") is a current description of the process that may be used by the Investment Advisor for reviewing whether an investment option has underperformed and an explanation of the process that the Investment Advisor may follow if engaged to provide investment monitoring services. The Plan Fiduciary has determined that the evaluation process is suitable and appropriate for the Plan. Therefore, the Plan Fiduciary has adopted the process, methodology and scoring system as described in Appendices B and C for purposes of monitoring the Plan's investment options.

Part VII. INVESTMENT OPTION TERMINATION

Generally, the Plan Fiduciary may give consideration to terminating an investment option if:

- The option significantly underperforms without a justifiable rationale;
- The option fails to achieve performance and risk objectives;
- The option fails to maintain a consistent investment style;
- The option has been on the "Watch List" for four consecutive quarters; and
- The option(s) will be mapped to a QDIA due to a plan re-enrollment (as appropriate).

While these conditions for terminating investment options are guidelines only, the Plan Fiduciary may consider an investment option's anticipated ability to perform in the future when determining whether to retain an investment option.

In addition to the recommendations described above, other factors may include manager turnover, legal or regulatory proceedings, or material change to investment processes. The Plan Fiduciary possesses the discretion to remove any investment option at any time and for any reason deemed appropriate or necessary, including making the determination that such investment is no longer suitable for the participants.

For an investment option to be terminated, any of the following approaches may be taken:

- Remove and replace (map assets) with an alternative investment option;
- Freeze the investment option, but add a competing investment option for new contributions; or
- Remove the investment option and do not provide a replacement investment option.

Replacement of a terminated option will occur pursuant to the selection criteria outlined in Part V, Selection of Investments.

The guidelines in this IPS, and in this Part VII, are to assist, but not bind, the Plan Fiduciary. Accordingly, the Plan Fiduciary should exercise discretion and considered judgment in the termination and replacement process. It is the intention of the Plan Fiduciary to maintain written records relating to the decisions of retaining or terminating an investment option.

Part VIII. COORDINATION WITH THE PLAN DOCUMENT

If any term or condition of this IPS conflicts with the Plan, the terms and conditions of the Plan shall control.

Part IX. IPS REVIEW AND MODIFICATION

This IPS may be revised, modified or terminated as appropriate at any time by the Plan Fiduciary. Additionally, the Plan Fiduciary will periodically review this IPS to determine if any revisions are warranted by changing circumstances including, but not limited to, changes in the capital markets, financial status, Plan participant objectives or other factors relevant to the Plan. The policies and guidelines described in this IPS are intended to serve as a guide and are not intended to form or imply a contract between the Plan Sponsor and any Plan participant or investment manager.

The Plan Fiduciary has adopted this IPS for the Plans as of the date indicated below.

Adopted this 11 day of November, 2015.

FAYETTE COUNTY RETIREMENT PENSION COMMITTEE

By: Charles W. Oddo

Name: CHARLES W. ODDO

Its: _____

APPENDIX A INVESTMENT CATEGORIES

Aggressive Allocation

Aggressive allocation portfolios seek to provide capital appreciation by investing in three major areas: stocks, bonds, and cash. These portfolios tend to hold larger position in stocks than conservative allocation portfolios. These portfolios typically have 75% to 95% of assets in equities and the remainder in fixed income and cash.

Intermediate-Term Bond

Intermediate-term bond portfolios invest primarily in corporate, mortgage-backed, and other U.S. fixed-income issues and have durations of 3.5 to six years (or, if duration is unavailable, average effective maturities of four to 10 years). These portfolios are less sensitive to interest rates, and therefore less volatile, than portfolios that have longer durations.

Intermediate/Long High Yield Bond

High-yield bond portfolios concentrate on lower-quality bonds, which are riskier than those issued by high quality companies. These portfolios generally offer higher yields than other types of portfolios, but they are also more vulnerable to economic and credit risk. These portfolios primarily invest in U.S. high-income debt securities where at least 65% or more of bond assets are not rated or are rated by a major agency such as Standard & Poor's or Moody's at the level of BB (considered speculative for taxable bonds) and below.

Large Cap Blend (Core)

Large Cap Blend portfolios are fairly representative of the overall U.S. stock market in size, growth rates, and price. Stocks in the top 70% of the capitalization of the U.S. equity market are defined as Large Cap. The blend style is assigned to portfolios where neither growth nor value characteristics predominate. These portfolios tend to invest across the spectrum of U.S. industries, and owing to their broad exposure, the portfolios' returns are often similar to those of the S&P 500 Index.

Large Cap Growth

Large Cap Growth portfolios invest primarily in large market capitalization U.S. companies whose earnings are projected to grow faster than other Large Cap companies. Stocks in the top 70% of the capitalization of the U.S. equity market are defined as Large Cap. Growth is defined based on fast growth (high growth rates for earnings, sales, book value, and cash flow) and high valuations (high price ratios and low dividend yields). Most of these portfolios focus on companies in rapidly expanding industries.

Large Cap Value

Large Cap Value portfolios invest primarily in large market capitalization U.S. companies that have relatively low prices given higher anticipated valuations or are growing more slowly than other Large Cap stocks. Stocks in the top 70% of the capitalization of the U.S. equity market are defined as Large Cap. Value is defined based on low valuations (low price ratios and high dividend yields) and slow growth (low growth rates for earnings, sales, book value, and cash flow).

Large Cap Value/Growth/Blend Global Stock

Large Cap Value Global Stock portfolios have few geographical limitations. It is common for these portfolios to invest the majority of their assets in the U.S., Europe, and Japan, with the remainder divided among the globe's smaller markets. These portfolios typically have 20%-60% of assets in U.S. stocks. Value is defined based on low valuations (low price ratios and high dividend yields) and slow growth (low growth rates for earnings, sales, book value, and cash flow).

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Large Foreign Blend

Large Foreign portfolios invest in a variety of large international companies. Most of these portfolios divide their assets among a dozen or more developed markets, including Japan, Britain, France, and Germany. These portfolios primarily invest in stocks that have market caps in the top 70% of each economically integrated market (such as Europe or Asia ex-Japan). This style is assigned to portfolios where neither growth nor value characteristics predominate. These portfolios typically will have less than 20% of assets invested in U.S. stocks. The blend style is assigned to portfolios where neither growth nor value characteristics predominate.

Mid Cap Blend (Core)

The typical Mid Cap Blend portfolio invests in U.S. stocks of various sizes and styles, giving it a middle-of-the-road profile. Most shy away from high-priced growth stocks, but are not so price-conscious that they land in value territory. The U.S. Mid Cap range for market capitalization typically falls between \$1 billion-\$8 billion and represents 20% of the total capitalization of the U.S. equity market. The blend style is assigned to portfolios where neither growth nor value characteristics predominate.

Mid Cap Growth

Some Mid Cap Value portfolios invest in stocks of all sizes, thus leading to a Mid Cap profile, but others focus on midsize companies. Mid Cap Growth portfolios target U.S. firms that are projected to grow faster than other Mid Cap companies, therefore commanding relatively higher prices. The U.S. Mid Cap range for market capitalization typically falls between \$1 billion-\$8 billion and represents 20% of the total capitalization of the U.S. equity market. Growth is defined based on fast growth (high growth rates for earnings, sales, book value, and cash flow) and high valuations (high price ratios and low dividend yields).

Mid Cap Value

Some Mid Cap Value portfolios focus on medium-size companies while others land here because they own a mix of small-, mid-, and Large Cap stocks. In general, they look for U.S. stocks that have relatively low prices given higher anticipated valuations or are growing more slowly than the market. The U.S. Mid Cap range for market capitalization typically falls between \$1 billion-\$8 billion and represents 20% of the total capitalization of the U.S. equity market. Value is defined based on low valuations (low price ratios and high dividend yields) and slow growth (low growth rates for earnings, sales, book value, and cash flow).

Moderate Allocation

Moderate allocation portfolios seek to provide both capital appreciation and income by investing in three major areas: stocks, bonds, and cash. These portfolios tend to hold larger positions in stocks than conservative allocation portfolios. These portfolios typically have 50% to 70% of assets in equities and the remainder in fixed income and cash.

Real Estate

The funds in this category provide access to the physical commercial real estate markets through investments in public real estate securities. Over time, real estate provides diversification benefits, inflation protection, income, and growth opportunities.

Retirement Income

A diversified fund designed to simplify the asset allocation process for defined contribution plan participants that have reached retirement age. The allocation to underlying assets has been shifted to a more conservative mix of asset classes.

Small Cap Blend (Core)

Small Cap Blend portfolios favor U.S. firms at the smaller end of the market-capitalization range. Some aim to own an array of value and growth stocks while others employ a discipline that leads to holdings with valuations and growth rates close to the Small Cap averages. Stocks in the bottom 10% of the capitalization of the U.S. equity market are defined as Small Cap. The blend style is assigned to portfolios where neither growth nor value characteristics predominate.

Small Cap Growth

Small Cap Growth portfolios focus on faster-growing companies whose shares are at the lower end of the market capitalization range. These portfolios tend to favor companies in up-and-coming industries or young firms in their early growth stages. Because these businesses are fast-growing and often richly valued, their stocks tend to be volatile. Stocks in the bottom 10% of the capitalization of the U.S. equity market are defined as Small Cap. Growth is defined based on fast growth (high growth rates for earnings, sales, book value, and cash flow) and high valuations (high price ratios and low dividend yields).

Small Cap Value

Small Cap Value portfolios invest in small market capitalization U.S. companies with valuations and growth rates below other Small Cap peers. Stocks in the bottom 10% of the capitalization of the U.S. equity market are defined as Small Cap. Value is defined based on low valuations (low price ratios and high dividend yields) and slow growth (low growth rates for earnings, sales, book value, and cash flow).

Specialty – Financial

This investment option is a fund which specializes in the financial sector of the market. Specialty funds tend to be volatile due to the concentration in a specific sector.

Specialty – Health

This investment option is a fund which specializes in the health sector of the market. Specialty funds tend to be volatile due to the concentration in a specific sector.

Specialty – Technology

This investment option is a fund which specializes in the technology sector of the market. Specialty funds tend to be volatile due to the concentration in a specific sector.

Specialty – Utilities

This investment option is a fund which specializes in the utilities sector of the market. Specialty funds tend to be volatile due to the concentration in a specific sector.

Target Date

A diversified fund designed to simplify the asset allocation process for defined contribution plan participants over time. The date in each fund's name represents the approximate retirement year. As a fund's target retirement year approaches, the allocation to underlying assets shifts to a more conservative mix of asset classes.

APPENDIX B

INVESTMENT REVIEW SCORECARD PROCESS

The following generally describes the process the Plan Fiduciary follows in evaluating investment options for the Plan.

THE SCORECARD PROCESS

The Investment Review Scorecard is typically based on the last five years of data, utilizing a pass/fail system to evaluate 12 criteria. There is a maximum possible score of 12 points. Investment Review Scorecards are produced for equity, fixed income, target date, and balanced investments. When reviewing Target Date funds, additional factors such as glide path construction, risk of the underlying investment categories, and “to” versus “through” strategy should be considered. Scorecards are not produced for money market or stable value investments. The scorecard is derived in part from Modern Portfolio Theory concepts.

Quantitative factors represent 10 of the 12 points possible, or 83% of the total score. Qualitative factors represent two of the 12 points possible, or 17% of the total score.

Quantitative factors used in the Investment Review Scorecard include:

- 17% Style factors
- 33% Risk and Risk-Adjusted Return factors
- 33% Investment Performance measures

Qualitative factors represent 17% of the total score. Qualitative factors used in the Investment Review Scorecard include:

- Fund Expense evaluation
- Manager Tenure evaluation

QUANTITATIVE FACTORS

Investment Style

A fund's investment style represents 17% of the overall score:

- Style Consistency – (factor not used in Target Date Funds score) – reflects how consistent the investment management style has been, based on returns-based style analysis of monthly data over the last five years. The higher the style consistency statistic, the greater variation in investment style. A style consistency statistic that is below the established maximum value will be given a favorable mark on the Investment Review Scorecard.
- R-squared – a statistic that demonstrates whether the investment has shown a reasonably good fit of at least 80% to the category benchmark. Measured using monthly data over a five-year span.
- Sharpe Ratio – (factor used in Target Date Funds score only) – A measure of risk-adjusted return. Sharpe Ratio uses Standard Deviation as the risk statistic. Measured using monthly data over a five-year span.

Risk and Risk-Adjusted Return Characteristics

The Risk/Return characteristics represent 33% of the overall score:

- Beta – measures systematic risk, or the sensitivity of an investment to movements in its benchmark. It is measured over a three-year and five year period. A fund with a beta statistic that is within an acceptable range will pass this criterion.

- Information Ratio – a measure of risk-adjusted return and it is defined as excess return divided by tracking error to the benchmark index. A fund with a positive information ratio will earn a passing mark. This statistic is measured on a three-year and five-year basis.

Investment Performance Measurements

A fund's score in the area of investment performance represents 33% of the overall score:

- Performance versus the Peer Group Median – a fund passes these criteria if its total return is superior to the category's Peer Group median (the 50th percentile) on a one-year, three-year and five-year basis.
- Up/Down Ratio – A fund passes this criterion if it has an Up Capture measure that is not below its Down Capture measure.

QUALITATIVE FACTORS

The qualitative aspects of each particular fund represent 17% of the overall score.

A comparison versus the category average is made with given to Operating Expenses and to Portfolio Manager Tenure:

- Operating Expenses are compared to the category average expense ratio, as calculated by Morningstar. A favorable mark is earned if the investment's expenses do not exceed the category average expense ratio.
- Manager Tenure compares the tenure of a given fund's longest tenured manager to the category average as calculated by Morningstar. A favorable mark is earned if the investment's longest tenure is not less than the category average manager tenure.

APPENDIX C INVESTMENT SELECTION AND MONITORING PROCESS

INVESTMENT SELECTION PROCESS

The particular investment under consideration should meet the following standards for selection:

- Investment performance should be competitive with the median return for an appropriate, style-specific benchmark and peer group.
- Specific risk and risk-adjusted return measures should be reviewed by the Plan Fiduciary and be within a reasonable range relative to appropriate, style-specific benchmark and peer group.
- It should demonstrate adherence to the stated investment objective, without excess style drift over trailing performance periods, for funds in a similar investment category.
- Fees should be competitive compared with similar investments.
- The investment manager should be able to provide portfolio holdings, performance, and other relevant information in a timely fashion, with specified frequency.
- The investment, unless it is a passively managed index-based strategy, should not score six or fewer points on the 12-point Investment Review Scorecard.

INVESTMENT MONITORING PROCESS

Based upon objective criteria as described in Appendix B, each fund will be attributed an overall investment score with a maximum of 12 points. A score of six or fewer points will typically result in the fund being placed on a "Watch List."

The fund can emerge from the "Watch List" by achieving a subsequent score of seven points or higher. If the fund remains on the "Watch List" for four consecutive quarters it will be subject to possible elimination from the Plan.

The Plan Fiduciary may adjust the score upward to accommodate for a more stringent watch list threshold.

Of course, the Plan Fiduciary can take other relevant, material facts and circumstances into consideration when monitoring investments, whether or not they are on the "Watch List."

The 12-point due diligence process does not apply to funds with less than 5 years of history (3 years of history for Target Date funds).

**Purchasing Department**

140 Stonewall Avenue West, Ste 204

Fayetteville, GA 30214

Phone: 770-305-5420

www.fayettecountyga.gov

To: Steve Rapson

Through: Ted L. Burgess *TB*

From: Trina C. Barwicks *TCB*

Date: November 19, 2018

Subject: #1586-A: Stonewall New Flooring

The Buildings & Grounds Maintenance Department has an approved CIP project in the FY 2019 budget for Stonewall Department Renovations. B & G Maintenance is upgrading the flooring in the Chambers, Conference Rooms, Administrator Office, Commissioners Offices, Administrative Hallway, Administration Restrooms, Lobby area on the 1st and 2nd level and restrooms on both levels.

Toward this end, the Purchasing Department issued Request for Quote #1586-A: Stonewall New Flooring. Notices of the opportunity to quote were emailed to nine vendors on the county's bid list and/or who responded to other solicitations of similar services. The RFQ was also advertised on the Georgia Procurement Registry and the Local Government Access Marketplace websites.

The RFQ listed the scope of work for the Administration offices and lobby areas as listed above. It also included two options, Option 1: Elections Department and Option 2: Planning & Zoning. The department will not be awarding Options 1 and 2 due to insufficient funds.

The Purchasing Department received 4 quotes the tally sheet is attached.

The Buildings & Grounds Maintenance Department recommends award to the lowest responder, Jostes Carpet, Inc.

The department checked references and received favorable responses.

Specifics of the proposed contract are as follows:

Contract Name:	#1586-A: Stonewall New Flooring
Vendor:	Jostes Carpet, Inc.
Contract NTE Amounts:	\$56,430.65 - Administration Offices

Budget:	
Organization Code:	37210565 (CIP Bldgs & Grnds.)
Object Code:	5412106 (Other Improvements)
Object Code:	191AA (Stonewall Dept. Renovations)
Available Budget	\$107,050.80 as of 11/19/2018

Awarding Authority: County Administrator

Approval Signature

 Date: 11/20/18

RFQ #1586-A: STONEWALL NEW FLOORING

DUE DATE: 2:00PM, FRIDAY, NOVEMBER 2, 2018

DESCRIPTION	UOM	EST. QTY.	HAWK CONSTRUCTION COMPANY LLC		JOSTES CARPET INC.		ALLEN FLOORS, LLC		B.E. GUTHRIE CONSTURCION CO., INC.	
1. Demo existing flooring, cove base, remove and discard waste, dumping fees, etc.	LS	1		\$39,380.00	\$3,600.00	\$3,600.00		\$16,059.00	\$14,543.20	\$14,543.20
2. Install 12” x 12” Daltile Heathland Ceramic Tile, Edgewood HL04, 5/16” thick. Includes setting tile in thin set mortar bed and finishing tile with 3/8” wide grout joints. Includes tools, equipment, labor and material. Complete-in-place and accepted.	SF	1500	\$18.00	\$27,000.00	\$4.95	\$7,425.00		\$17,872.00	\$19.05	\$28,575.00
3. Install Shaw Fuse BL 54552 or Shaw Unify BL 54553 carpet tiles, 2’ x 2’ tile squares. Includes all tools, equipment, labor and material. Complete-in-place and accepted.	SF	6555	\$11.00	\$72,105.00	\$4.73	\$31,005.15		\$34,306.00	\$5.00	\$32,775.00
4. Install Shaw 0189V Resort tiles, 16’ x16’ tiles, 3mm thick. Resort tile to be set without grouted joints. Includes all tools, equipment, labor and material. Complete-in-place and accepted.	SF	1790	\$9.00	\$16,110.00	\$5.25	\$9,397.50		\$8,766.00	\$7.96	\$14,248.40
5. Install Jet black R4160 4” Armstrong or equal rubber cove base strip, 1/8” thick. Includes all tools, equipment, labor and material. Complete-in-place and accepted.	LS	1		\$12,000.00	\$3,078.00	\$3,078.00		\$5,830.00	\$5,195.82	\$5,195.82
6. Seal Grout Joints	LS	1		\$1,200.00	\$1,925.00	\$1,925.00		\$975.00	\$3,552.50	\$3,552.50
TOTAL AMOUNT			\$167,795.00		\$56,430.65		\$83,808.00		\$98,889.92	