

AGENDA
WALKER COUNTY
BOARD OF COMMISSIONERS
WALKER COUNTY COURTHOUSE ANNEX III, 201 S MAIN STREET
LAFAYETTE, GEORGIA 30728

The following constitutes the agenda for the regular scheduled meeting of the Board of Commissioners of Walker County, Georgia to be held at 6:30 p.m. on June 27, 2024

REGULAR SCHEDULED MEETING

- **Invocation & Pledges**
- **Chairman Whitfield will Call to Order the Regular Meeting**
- **Establish a Quorum is present**
- **Approve Agenda**
- **Approve Minutes**
Minutes for the FY2025 Budget Work Session Held on June 3, 2024 at 9:00 a.m.

Minutes for the Regular Scheduled Meeting Held on June 13, 2024 at 6:30 p.m.
- **Public Hearing**
Deborah Nix requests a conditional use variance for property located at 8264 Highway 157, Rising Fawn, GA 30738. Tax map & parcel number 0-236-0101.
- **Public Comment**
- **New Business**
Approval of Office of the Governor Criminal Justice Coordinating Council Subgrant Award, Project Name: Adult Felony Drug Court, Subgrant Number: J25-8-032

Approval of Office of the Governor Criminal Justice Coordinating Council Subgrant Award, Project Name: Mental Health Court, Subgrant Number: J25-8-073

Approval of Intergovernmental Agreement with the City of Rossville for Recreational Services

Deborah Nix requests a conditional use variance for property located at 8264 Highway 157, Rising Fawn, GA 30738. Tax map & parcel number 0-236-0101.
- **Commissioner Comments**
- **Executive Session (if necessary)**
- **Adjourn**

NEXT REGULAR MEETING - Thursday, July 11, 2024 at 6:30 p.m.



Walker County Governmental Authority

101 South Duke Street, P.O. Box 445

LaFayette, GA 30728

706-638-1437

Minutes of the Regular Meeting

June 27, 2024 - 6:30 PM

- I. **Call to Order:**

Chairman Shannon Whitfield called to order the Regular Scheduled Board of Commissioners Meeting held at Annex III, 201 S. Main Street, LaFayette, Georgia at 6:30 PM on June 27, 2024.
- II. **Attendees:**

The following were present: Chairman Whitfield, Commissioner Robert Blakemore, Commissioner Mark Askew, Commissioner Brian Hart, Commissioner Robert Stultz, Legal and Policy Director David Gottlieb, Communications Specialist Dakiya Porter and Board Clerk Whitney Summey. Other guests signed in at the meeting as well. Please see the attached sign in sheet.
- III. **Approval of Agenda:**

Commissioner Blakemore made a motion to approve the agenda, seconded by Commissioner Askew, 4 ayes and 0 nays, motion carried.
- IV. **Approval of Minutes:**
 - I. Commissioner Hart made a motion to approve the minutes of the FY2025 Budget Work Session held June 3, 2024 at 9:00 a.m., seconded by Commissioner Stultz, 4 ayes and 0 nays, motion was approved.
 - II. Commissioner Stultz made a motion to approve the minutes of the Regular Scheduled Meeting held June 13, 2024 at 6:30 p.m., seconded by Commissioner Hart, 4 ayes and 0 nays, motion was approved.
- V. **Public Hearing:**
 - I. Chairman Whitfield asked if anyone would like to speak on the request from Deborah Nix for a conditional use variance for property located at 8264 Highway 157, Rising Fawn, GA 30738, tax map and parcel number 0-236-0101. Jessica Piper spoke on behalf of Deborah Nix. She explained Ms. Nix has health issues and they are requesting the variance so her daughter can live closer to her to help. Jamie Hulsey spoke in support of hardship variances, but asked if there was any type of tracking in place for these types of variances.
- VI. **Public Comment:**
 - I. Shawn Lawler suggested the Board look into other options for the Rossville Recreation transition. He suggested the county have a parks and recreation department to manage all of the recreation centers in the county. He said the responsibilities of a recreation department are too much to put on a single individual.
 - II. Gary Williams presented concerns with the intergovernmental agreement with the City of Rossville for recreation services. He pointed out multiple instances where the phrases city and or county should both be used. He said the agreement should include all of the parcel numbers. He also suggested that a rental fee schedule be included.
 - III. Scott McNabb said there are \$300,000.00 SPLOST funds appropriated for the Hinkle Community Center project and the citizens are in need of fire service. He expressed concerns for the proposed parking area at the site. He asked about expenses from the Nickajack landside repair. He expressed concerns with the intergovernmental agreement with the City of Rossville. He said if the county is going to help one city with recreation programs they should be helping all of the city recreation programs.
 - IV. Jamie Hulsey said he supported Mr. McNabb's comments. He said there is money in an account that is drawing interest for the Hinkle center and the citizens would like an update on the project. He stated the county should meet with all of the recreation programs and discuss them being through the county as a whole.
 - V. Ned Yates said the City of Rossville should be financially viable to support their own recreation program without any help from the county.
- VII. **New Business:**
 - I. Chairman Whitfield presented the Approval of Office of the Governor Criminal Justice Coordinating Council Subgrant Award, Project Name: Adult Felony Drug Court, Subgrant

Number: J25-8-032. Commissioner Stultz made a motion to approve, seconded by Commissioner Askew, 4 ayes and 0 nays, motion carried.

- II. Chairman Whitfield presented the Approval of Office of the Governor Criminal Justice Coordinating Council Subgrant Award, Project Name: Mental Health Court, Subgrant Number: J25-8-073. Commissioner Hart made a motion to approve, seconded by Commissioner Askew, 4 ayes and 0 nays, motion carried.
- III. Chairman Whitfield presented the intergovernmental agreement with the City of Rossville for recreational services. He said there had been one change to the published draft. He said a sentence was added under the termination of agreement section. He said they will attach exhibit A with parcel numbers and the excluded band room and green space. Commissioner Blakemore recused himself due to a conflict of interest as a department head for the City of Rossville. Commissioner Askew said this is a county facility that would be leased to the City of Rossville. He said the city should be responsible for the maintenance of the building and the utilities. He said this agreement will set them up for success but the county should not be responsible for some of the items listed. Commissioner Stultz said this will provide the City of Rossville a good opportunity to build a successful recreation department. Commissioner Askew made a motion to table until the next meeting. Commissioner Stultz suggested adding that the City of Rossville would be responsible for all of the maintenance. Commissioner Hart suggests adding the City of Rossville be responsible for the utility bills. Commissioner Askew's motion was seconded by Commissioner Stultz, 3 ayes and 0 nays, motion carried.
- IV. Chairman Whitfield presented the request from Deborah Nix for a conditional use variance for property located at 8264 Highway 157, Rising Fawn, GA 30738, tax map and parcel number 0-236-0101. Commissioner Hart said the Planning Commission voted unanimously to approve the request. Planning and Zoning Director Jon Pursley said all requests are tracked through the planning office. Commissioner Hart made a motion to approve, seconded by Commissioner Stultz, 4 ayes and 0 nays, motion carried.

VIII. Commissioner Comments:

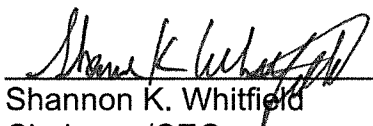
- I. Commissioner Blakemore thanked everyone for coming out and participating. He encouraged citizens to reach out with any comments, concerns, or questions. He thanked all county employees and specifically employees working outside in the heat.
- II. Commissioner Askew said the intergovernmental agreement with the City of Rossville for recreational services is only a draft and the Board will take all of the public's comments into consideration. He said there will be a lease for the property and the fee schedule will be up to the lessee. He asked Chairman Whitfield for an update on the Hinkle fire station.
- III. Commissioner Hart provided information on many Fourth of July events in the county. He urged everyone to be cautious of fire hazards at celebration events because the county is in a drought.
- IV. Commissioner Stultz thanked all county employees for their hard work and dedication. He invited everyone out to the Cedar Grove Community Center Fourth of July and 75th anniversary event. He congratulated Alan and Joy Slaven on their 50th wedding anniversary.
- V. Chairman Whitfield said city charters are under state jurisdictions and the Board or county have no jurisdiction over them. He said SPLOST funds are allocated and voted on by the citizens. The projects listed cover a span of six years. He said there is an annual report on the website of expenditures from SPLOST funds. He said the Rossville Recreation building has had improvements from allocated SPLOST funds for facility improvements. He gave an update on the Hinkle fire station. He provided the Board and the public with the latest drawings from the architect. He said the proposal will make it similar to other fire stations and community centers.

IX. Executive Session:

- I. Chairman Whitfield made a motion to go into executive session for real estate and personnel, seconded by Commissioner Askew, 4 ayes and 0 nays, motion carried. The Executive Session began at 7:23 PM. Chairman Whitfield called the regular meeting back to order at 8:04 PM with no action to be taken from the Executive Session.

X. Adjournment:

- I. Commissioner Hart made a motion to adjourn the meeting, Commissioner Stultz seconded the motion. Motion carried and the meeting was adjourned at 8:05 PM.


Shannon K. Whitfield
Chairman/CEO
Walker County Georgia

07/11/2024
Date

Regular Scheduled Board of Commissioners Meeting

Walker County Annex III

June 27, 2024

6:30 PM

<u>Roll Call</u>	<u>Present/Absent</u>
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Commissioner Blakemore	Present
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Commissioner Askew	Present
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Chairman Whitfield	Present
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Commissioner Hart	Present
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Commissioner Stultz	Present
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Sign In Sheet

Regular Scheduled Board of Commissioners Meeting

June 27, 2024

6:30 PM

Name

Address

Name Randy & Gina Pittman Address

John Johnson

Ross Valley

Scott Mendenhall

Reckelt

Deborah Nix

Lookout Mtn, GA

Jessica Nix Roper

lookant Mtn

Travis Middleton

Flintstone Grb

Answer Terms

Chittamanga

James Hursey

Chickamauga

Ned Yates

- Lookout

Timothy C. Brown

Discol WAIXON

PAINÉ GUY

LANDFILL

Gary Williams

Chilkamga

Sanjiv Kumar

Planning & Inspection

Shawn Laidler

Left Set

NATHAN GIBSON

limestone

Bobby F. Snyder

Road Left

Cash Bonors

Round Dept.

Emily Sadler

Animal Svcs

Corpus Christi

Turin Bishop

Barilex Elements

Lott's Ark

[Signature]

REFERENCE NO.:01

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia

SUBGRANT AWARD

SUBGRANTEE: Walker County Commission

IMPLEMENTING
AGENCY: Walker County

PROJECT NAME: Adult Felony Drug Courts

SUBGRANT NUMBER: J25-8-032

FEDERAL FUNDS: \$ 341,313

MATCHING FUNDS: \$ 60,232

TOTAL FUNDS: \$ 401,545

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

Steven Hatfield

Steven Hatfield, Director
Criminal Justice Coordinating Council

07/01/24

SUBGRANTEE APPROVAL

Shannon K. Whitfield

Signature of Authorized Official

06/27/2024

Date

Shannon K. Whitfield, CEO

Typed Name & Title of Authorized Official

58-6000901-001

Employer Tax Identification Number (EIN)

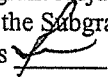
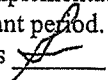
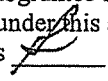
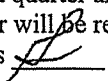
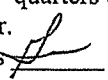
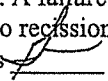
INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-032
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Adult Felony Drug Courts	624.41	\$ 341,313

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY25 SPECIAL CONDITIONS

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials 
2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials 
3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials 
4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials 
5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.
Initials 
6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1st and 2nd quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.
Initials 
7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.
Initials 

SUBGRANT NUMBER:

SPECIAL CONDITIONS

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.
Initials JS
9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.
Initials JS
10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.
Initials JS
11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.
Initials JS
12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.
Initials JS
13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.
Initials JS
14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.
Initials JS

SUBGRANT NUMBER:

SPECIAL CONDITIONS

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs
Initials SL
16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.
Initials SL
17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.
Initials SL
18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.
Initials SL
19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.
Initials SL
20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.
Initials SL
21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.
Initials SL
22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

SUBGRANT NUMBER:

SPECIAL CONDITIONS

Initials *JS*

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials *JS*

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials *JS*

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials *JS*

26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials *JS*

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

 Shannon K Whitfield
Authorized Official Signature

 06/27/2024
Date

 Shannon K Whitfield Chairman/CEO
Print Authorized Official Name Title

CRIMINAL JUSTICE COORDINATING COUNCIL
SUBGRANT ADJUSTMENT REQUEST
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: 6/13/24

SUBGRANTEE: Walker County Commission
PROJECT NAME: Lookout Mountain Drug Court

SUBGRANT #: J25-8-032

NATURE OF ADJUSTMENT: ☐ REVISED BUDGET Go To SECTION I
Mark all that apply. ☐ PROJECT PERIOD AND/OR EXTENSION. Go To SECTION II
 ☐ PROJECT OFFICIALS/ADDRESSES. . . Go To SECTION III
Adjustments of each type ☐ PROJECT PERSONNEL. Go To SECTION III
shown should be entered ☐ GOALS AND OBJECTIVES Go To SECTION III
in the section indicated. ☐ OTHER. Go To SECTION III

MUST BE JUSTIFIED AND EXPLAINED THOROUGHLY IN SECTION IV.

SECTION I. REQUEST FOR BUDGET CHANGE - JUSTIFY IN SECTION IV.

	CURRENT APPROVED	REVISIONS +/-	REVISED BUDGET
PERSONNEL	\$ 401,545	-137,315	264,230
EQUIPMENT	0		
SUPPLIES	0		
TRAVEL	0	+ 5,000	5,000
PRINTING	0		
OTHER	0	+132,315	132,315
TOTAL	\$ 401,545		401,545
Federal	\$ 341,313		341,313
Match	\$ 60,232		60,232

SECTION II. REQUEST FOR CHANGE IN PROJECT PERIOD - JUSTIFY IN SECTION IV.

CURRENT GRANT PERIOD	REQUESTED GRANT PERIOD	FOR EXTENSION,
Start Date: 07/01/24	Start Date:	# OF MONTHS:
End Date: 06/30/25	End Date:	

NOTE: The maximum extension request cannot exceed 12 months.

SECTION III. REQUESTS FOR REVISIONS TO PROJECT OFFICIALS/ADDRESSES, PROJECT PERSONNEL, GOALS AND OBJECTIVES, AND/OR OTHER NON-BUDGET, NON-PERIOD CHANGES (JUSTIFY IN SECTION IV.)

CRIMINAL JUSTICE COORDINATING COUNCIL
SUBGRANT ADJUSTMENT REQUEST
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: _____

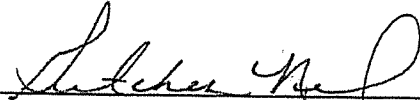
SUBGRANTEE: Walker County Commission
PROJECT NAME: Lookout Mountain Drug Court

SUBGRANT #: J25-8-032

SECTION IV. JUSTIFICATION OF ALL REQUESTED ADJUSTMENTS, REVISIONS, AND/OR CHANGES
All requested adjustments in Sections I, II & III (page 1) must be justified in detail in this Section. Include item costs, descriptions, equipment lists, detailed explanations, and any other information that would further clarify and support your request for adjustment. Attach additional pages as needed.

Match of \$60,232 is in personnel and surveillance services paid through BJA Grant and DATE funds

SUBMITTED BY:

 Coordinator 6/13/24
Signature of Financial Officer or Project Director Title Date

CJCC ROUTING AND APPROVALS:	Approval	Disapproval	Reviewer Signature
Reviewed By:	_____	_____	_____
Authorized By:	_____	_____	_____

DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: Walker County Commission

PROJECT TITLE: Lookout Mountain Drug Court

GRANT NUMBER: J25-8-032

- Mr.
- Ms.

Gretchen Neal
PROJECT DIRECTOR NAME (Type or Print)
Lookout Mountain Drug Court Coordinator
Title and Agency
PO Box 1726 LaFayette, Ga 30728
Official Agency Mailing Address City Zip
706-639-0899 706-639-1755
Daytime Telephone Number Fax Number
gneal.lmjcdc@gmail.com
E-Mail Address

- Mr.
- Ms.

Greg McConnell
FINANCIAL OFFICER (Type or Print)
Finance Officer Walker County
Title and Agency
PO Box 445 LaFayette, Ga 30728
Official Agency Mailing Address City Zip
706-638-1437 706-638-1453
Daytime Telephone Number Fax Number
g.mcconnell@walkerga.us
E-Mail Address

- Mr.
- Ms.

Shannon Whitfield
AUTHORIZED OFFICIAL (Type or Print)
Chairman/CEO Walker County
Title and Agency
PO Box 445 LaFayette, Ga 30728
Official Agency Mailing Address City Zip
706-638-1437 706-638-1453
Daytime Telephone Number Fax Number
commissioner@walkerga.us
E-Mail Address

**CRIMINAL JUSTICE COORDINATING COUNCIL
REIMBURSEMENT SELECTION FORM**

SUBGRANT NUMBER: J25-8-032

AGENCY NAME: Walker County Commission

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ **MONTHLY** (Requests for reimbursement are due 15 days after the end of the month)
- ☒ **QUARTERLY** (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☐ **ELECTRONIC FUNDS TRANSFER** (Reimbursements will be deposited into the bank account listed below. A voided check must be attached to ensure proper routing of funds.)

BANK NAME: Bank of LaFayette

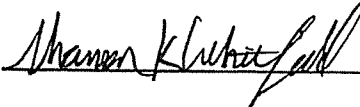
BANK ROUTING NUMBER: 061103182

BANK ACCOUNT NUMBER: 030619

AGENCY CONTACT NAME: Greg McConnell

AGENCY CONTACT
TELEPHONE NUMBER: 706-638-1437

AGENCY AUTHORIZED
OFFICIAL NAME AND TITLE: Shannon K. Whitfield, Chairman/CEO

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: 

- ☐ **CHECK** (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

ATTENTION: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	

No Changes



SUPPLIER CHANGE REQUEST FORM

Agency Supplier Liaisons MUST complete the Agency Liaison Use Only sections AND ensure the supplier has completed sections 1 - 3, the Supplier Use Only sections prior to submitting this form to SAO.

☐ NEW

☐ EXISTING

SUPPLIER ID NUMBER: Agency Use Only

0	0	0	0						
---	---	---	---	--	--	--	--	--	--

SECTION 1: SUPPLIER IDENTIFICATION

FEI/SSN/TIN

5	8	6	0	0	0	9	0	1
---	---	---	---	---	---	---	---	---

Supplier Name: Walker County Commissioner

Doing Business As (dba): If applicable

SUPPLIER ADDRESS

Address 1: P.O. Box 445

Address 2:

City: Lafayette

State: GA

Postal Code: 30724

Contact Email:

Primary Phone #: 706-638-1437 Ext: ☒ Landline ☐ Cell Used for Identity Verification

Secondary Phone #: Ext: ☐ Landline ☐ Cell Used for Identity Verification

Driver's License #: For individuals only

DL State:

SECTION 2: BANK ACCOUNT INFORMATION

Required for New and Reactivating suppliers to add/change bank information to receive payments via ACH.

☐ I do not wish to provide banking information and understand all payments made to me will be via check.

☐ Replace Remittance Address at Loc # With Addr ID #

☐ Replace Invoicing Address at Loc # With Addr ID #

☐ Add New Bank Account ☐ Change Bank Account Enter Loc # Agency Liaisons are required to complete items on this line for bank changes

ROUTING #

0	6	1	1	0	3	1	8	2
---	---	---	---	---	---	---	---	---

NEW ACCOUNT # N/A

Last Four Digits of Previous Bank Account # For changes only

--	--	--	--

☐ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for a SPECIFIC PURPOSE

DESCRIBE SPECIFIC PURPOSE

ACCOUNTS RECEIVABLE NOTIFICATION

PAYMENT REMIT EMAIL ADDRESS 1: G.McConnell@Walker.ga.us

PAYMENT REMIT EMAIL ADDRESS 2:

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Shannon K. Whitfield
Printed Name of Company Officer

Shannon K. Whitfield
Signature of Company Officer

06/27/2024
Date

This **Accountability Court Sub-grant Award package** consists of six (6) separate documents. These documents include:

- ✓ 1. Sub-grant Award
- ✓ 2. Special Conditions
- ✓ 3. Sub-grant Adjustment Request #1
- ✓ 4. Designation of Grant Officials Form
- ✓ 5. Reimbursement Selection Form
- ✓ 6. Supplier Change Request Form

Below are instructions for completing each of these documents.

Document #1: Sub-grant Award

This document constitutes the operative document obligating and reserving State funds for use by the Grantee in executing the project covered by the Sub-grant Award.

In order to execute the document, the Sub-grantee must do the following:

- enter the name of the **Authorized Official (this person must be the chairperson of the county Board of Commissioners or Mayor**
- have the **Authorized Official** sign and date this document; and
- make a copy of the Sub-grant Award for your project file and return the **signed original** to the Criminal Justice Coordinating Council (CJCC).

Document #2: Special Conditions

The Special Conditions are the “strings” attached to the Sub-grant Award. By signing these conditions, the Sub-grantee is agreeing to comply with each requirement imposed upon the Sub-grant by CJCC. In order to execute this document, the Sub-grantee must do the following:

- carefully review each condition listed on this document;
- * • have the Project Director initial the space provided after each special condition;
- indicate the name and title of the **Authorized Official** executing the document;
- * • have the **Authorized Official** sign and date this document; and

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL

State of Georgia

REFERENCE NO.: 01

SUBGRANT AWARD

SUBGRANTEE: Walker County Commission

IMPLEMENTING

AGENCY: Walker County

PROJECT NAME: Mental Health Court

SUBGRANT NUMBER: J25-8-073

FEDERAL FUNDS: \$ 202,892

MATCHING FUNDS: \$ 35,804

TOTAL FUNDS: \$ 238,696

GRANT PERIOD: 07/01/24-06/30/25

This award is made under the Council of Accountability Courts Judges State of Georgia grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by June 30, 2024.

AGENCY APPROVAL

SUBGRANTEE APPROVAL

Steven Hatfield
Steven Hatfield, Director
Criminal Justice Coordinating Council

07/01/24

Shannon K Whitfield 06/27/2024
Signature of Authorized Official Date
SHANNON K Whitfield CHAIRMAN/CEO
Typed Name & Title of Authorized Official

58-6000901-001
Employer Tax Identification Number (EIN)

INTERNAL USE ONLY

TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/24	9		**	J25-8-073
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				
ITEM CODE	DESCRIPTION 25 CHARACTERS				EXPENSE ACCT	AMOUNT	
1	Mental Health Court				624.41	\$ 202.892	

CRIMINAL JUSTICE COORDINATING COUNCIL
SUBGRANT ADJUSTMENT REQUEST
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: _____

SUBGRANTEE: Walker County Commission
PROJECT NAME: Mental Health Court

SUBGRANT #: J25-8-073

NATURE OF ADJUSTMENT:	_____	REVISED BUDGET	Go To	SECTION I
mark all that apply.	_____	PROJECT PERIOD AND/OR EXTENSION.	Go To	SECTION II
	_____	PROJECT OFFICIALS/ADDRESSES. . .	Go To	SECTION III
adjustments of each type	_____	PROJECT PERSONNEL.	Go To	SECTION III
hown should be entered	_____	GOALS AND OBJECTIVES	Go To	SECTION III
n the section indicated.	_____	OTHER.	Go To	SECTION III

UST BE JUSTIFIED AND EXPLAINED THOROUGHLY IN SECTION IV.

SECTION I. REQUEST FOR BUDGET CHANGE - JUSTIFY IN SECTION IV.

	CURRENT APPROVED	REVISIONS +/-	REVISED BUDGET
PERSONNEL	\$ 238,696	-39,177	\$163,715
EQUIPMENT	0		
SUPPLIES	0		
TRAVEL	0	+4641	\$4641
PRINTING	0		
OTHER	0	+34,536	\$34,536
TOTAL	\$ 238,696		
Federal	\$ 202,892		\$202,892
Match	\$ 35,804		

SECTION II. REQUEST FOR CHANGE IN PROJECT PERIOD - JUSTIFY IN SECTION IV.

CURRENT GRANT PERIOD	REQUESTED GRANT PERIOD	FOR EXTENSION, # OF MONTHS:
Start Date: 07/01/24	Start Date: _____	_____
End Date: 06/30/25	End Date: _____	_____

NOTE: The maximum extension request cannot exceed 12 months.

SECTION III. REQUESTS FOR REVISIONS TO PROJECT OFFICIALS/ADDRESSES, PROJECT PERSONNEL, GOALS AND OBJECTIVES, AND/OR OTHER NON-BUDGET, NON-PERIOD CHANGES (JUSTIFY IN SECTION IV.)

UBGRANTEE: Walker County Commission
PROJECT NAME: Mental Health Court

SUBGRANT #: J25-8-073

SECTION IV. JUSTIFICATION OF ALL REQUESTED ADJUSTMENTS, REVISIONS, AND/OR CHANGES

All requested adjustments in Sections I, II & III (page 1) must be justified in detail in this Section. Include item costs, descriptions, equipment lists, detailed explanations, and any other information that would further clarify and support your request for adjustment. Attach additional pages as needed.

- Match is in our DATE Funds, program fees, housing, & MAT.
We will also use DATE Funds for Case Manager's salary.
1. Request to change Law Enforcement description to Surveillance under Contracted Services.
 2. Request to move funds in the amount of \$72,000 + \$15,000 from Treatment Provider to Personnel to fund in house Clinical treatment provider and portion of CM salary.
 3. Request to move Drug testing supplies in the amount of \$7,000 to "Other".
 4. Request to move \$1736.00 from public transportation to "Other"
 5. Request to move \$736.00 from public transportation to in circuit travel designated for Case manager and Coordinator and include this in to line item other.

SUBMITTED BY: _____

Signature of Financial Officer or Project Director	Title	Date
--	-------	------

CC ROUTING AND APPROVALS:	Approval	Disapproval	Reviewer Signature
Reviewed By:	_____	_____	_____
Authorized By:	_____	_____	_____

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY25 SPECIAL CONDITIONS

1. All project costs not exclusively related to activities of the funded accountability court must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials SKW
2. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials SKW
3. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials SKW
4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials SKW
5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.
Initials SKW
6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1st and 2nd quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.
Initials SKW
7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports (SERs) are due 15 days after the end of the reporting period. SERs may be submitted monthly. SER submissions must be accurate and complete. Subgrantees should not submit incomplete SERs. Incomplete SERs will be considered late, and a 10% penalty will be assessed after expiration of a 10-day grace period. A failure to follow SER procedures outlined in these conditions and in the CACL Rules may subject a court to rescission of a grant award as outlined in Article 4 of the Rules.
Initials SKW

SUBGRANT NUMBER:

SPECIAL CONDITIONS

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.

Initials SKW

9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.

Initials SKW

10. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.

Initials SKW

11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into an agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.

Initials SKW

12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.

Initials SKW

13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the CACJ Training Acknowledgement & Agreement Form upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.

Initials SKW

14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs.

Initials SKW

SUBGRANT NUMBER:

SPECIAL CONDITIONS

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by a CACJ treatment team staff member. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit and shall adhere to the policies and procedures outlined in the Model Fidelity Handbook for Evidence-Based Programs
Initials SKW
16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified evidence-based facilitators; submit a CACJ Training Acknowledgement & Agreement Form for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.
Initials SKW
17. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.
Initials SKW
18. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.
Initials SKW
19. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.
Initials SKW
20. Medication-Assisted Treatment (MAT) is the use of medications in combination with counseling and behavioral therapies and is an effective treatment for substance use disorders (SUD), including opioid use disorders (OUD). The Americans with Disabilities Act (ADA) protects persons with OUD and SUD from discrimination for using lawfully prescribed medication. Subgrantees agree not to prohibit a program participant from accessing MAT services or from using lawfully prescribed MAT medication. This condition only applies to adult program participants.
Initials SKW
21. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing rescission of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.
Initials SKW
22. The grantee acknowledges that funds provided under this grant award are state-appropriated funds and may not be accessible after the end of the grant period. The final reimbursement request under this award must be received by CJCC no later than July 15, 2025. In addition, if the grantee has not received payments for any prior reimbursements, the grantee must notify CJCC by June 15, 2025 or risk losing access to those funds.

SUBGRANT NUMBER:

SPECIAL CONDITIONS

Initials SKW

23. All services must be rendered to the Court before payment is made. If it is found that a Court/County made an advance payment, those funds may be required to be repaid to CJCC.

Initials SKW

24. Subgrantees must comply with the training attendance requirements as determined by the Council of Accountability Court Judges and as required by Article 10 of the CACJ Rules. Attendees will be informed of additional training attendance requirements during the training registration process for each training. CACJ expects that everyone who registers for training will be able to attend that training. To be good stewards of state funds, attendees must cancel training reservations as soon as a conflict, illness, or other circumstance arises that prevents them from attending the training. It is understood by CACJ that emergency situations occur. Emergency situations are considered the exception but not the rule. If these requirements are not met, any expenses incurred by CACJ may be de-obligated from the subgrantee in the form of a fee or other penalty. Funds de-obligated due to noncompliance with a training requirement will be retained by CACJ to be managed by the CACJ Funding Committee.

Initials SKW

25. The subgrantee agrees that all personnel charging time to this grant must maintain timesheets documenting hours for all work performed for pay, including both grant-related and non-grant related work activities. This includes work performed that is unrelated to an accountability court.

Initials SKW

26. The subgrantee understands and agrees that payments made by CJCC do not constitute final approval of submitted expenditures. Subsequent reviews, audits, or examinations may identify expenses that fall outside the grant scope or rules. In such cases, the subgrantee may be required to repay those funds.

Initials SKW

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

Shanna K. Whitefield
Authorized Official Signature

06/27/2024
Date

Shanna K Whitefield
Print Authorized Official Name

CHAIRMAN/CEO
Title

CRIMINAL JUSTICE COORDINATING COUNCIL
REIMBURSEMENT SELECTION FORM

SUBGRANT NUMBER: J 25 - 8 - 073
AGENCY NAME: Lookout Mountain Judicial Circuit MHC

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ MONTHLY (Requests for reimbursement are due 15 days after the end of the month)
☒ QUARTERLY (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☒ ELECTRONIC FUNDS TRANSFER (Reimbursements will be deposited into the bank account listed below.
A voided check must be attached to ensure proper routing of funds.)

BANK NAME: Bank of LaFayette

BANK ROUTING NUMBER: 061103182

BANK ACCOUNT NUMBER: 030619

AGENCY CONTACT NAME: Greg McConnell

AGENCY CONTACT
TELEPHONE NUMBER: 706-638-1437

AGENCY AUTHORIZED
OFFICIAL NAME AND TITLE: Greg McConnell - Financial officer

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

- ☐ CHECK (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: _____

CITY, STATE & ZIP: _____

ATTENTION: _____

AGENCY AUTHORIZED
OFFICIAL SIGNATURE: _____

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	



SUPPLIER CHANGE REQUEST FORM

Agency Supplier Liaisons MUST complete the Agency Liaison Use Only sections AND ensure the supplier has completed sections 1 - 3, the Supplier Use Only sections prior to submitting this form to SAO.

☐ NEW

☐ EXISTING

SUPPLIER ID NUMBER: Agency Use Only

0	0	0	0								
---	---	---	---	--	--	--	--	--	--	--	--

SECTION 1: SUPPLIER IDENTIFICATION

FEI/SSN/TIN

--	--	--	--	--	--	--	--

Supplier Name: Walker County

Doing Business As (dba): If applicable

SUPPLIER ADDRESS

Address 1: PO Box 445

Address 2:

City: LaFayette

State: GA Postal Code: 30728

Contact Email: g.mcconnell@walker.ga.us

Primary Phone #: 706-638-1437 Ext: Secondary Phone #: Ext:
☒ Landline ☐ Cell Used for Identity Verification ☐ Landline ☐ Cell Used for Identity Verification

Driver's License #: For Individuals only DL State:

SECTION 2: BANK ACCOUNT INFORMATION

Required for New and Reactivating suppliers to add/change bank information to receive payments via ACH.

☐ I do not wish to provide banking information and understand all payments made to me will be via check.

☐ Replace Remittance Address at Loc # With Addr ID #

☐ Replace Invoicing Address at Loc # With Addr ID #

☐ Add New Bank Account ☐ Change Bank Account Enter Loc # Agency Liaisons are required to complete items on this line for bank changes

ROUTING # 061103182

NEW ACCOUNT # 030619

Last Four Digits of Previous Bank Account # For changes only

☒ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for a SPECIFIC PURPOSE
DESCRIBE SPECIFIC PURPOSE

ACCOUNTS RECEIVABLE NOTIFICATION

PAYMENT REMIT EMAIL ADDRESS 1: g.mcconnell@walker.ga.us

PAYMENT REMIT EMAIL ADDRESS 2:

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

Shannon K Whitfield
Printed Name of Company Officer

Shannon K Whitfield
Signature of Company Officer

06/27/2024
Date

SECTION 3: DIVERSITY IDENTIFICATION (Check ALL That Apply)

BUSINESS CERTIFICATIONS		MINORITY BUSINESS ENTERPRISE (51% ownership)	
☐ GA Small Business*	☐ Women Owned	☐ Hispanic – Latino	☐ African American
☐ GA Resident Business**	☐ Minority Business Certified	☐ Native American	☐ Asian American
☐ Not Applicable	☐ Prefer Not to Disclose	☐ Pacific Islander	☐ Not Applicable
		☐ Prefer Not to Disclose	

*Based on Georgia law (OCGA 50-5-21) (3) "Small Business " means any business which is independently owned and operated. Additionally, such business must either have 300 or less employees OR \$30 million or less in gross receipts per year.

**Georgia resident business is defined as any business that regularly maintains a place from which business is physically conducted in Georgia for at least one year prior to any bid or proposal to the state or a new business that is domiciled in Georgia and which regularly maintains a place from which business is physically conducted in Georgia; provided, however, that a place from which business is conducted shall not include a post office box, a leased private mailbox, site trailer, or temporary structure.

VETERAN-OWNED SMALL BUSINESS (Check ALL That Apply)

☐ Nonveteran-owned Small Business ☐ Veteran-owned Small Business ☐ Service Disabled VOSB ☐ Prefer Not to Disclose

SECTION 4: REQUESTED CHANGE(S) – (Check ALL That Apply)

☐ FEI/TIN Change (Cannot change if supplier is 1099 applicable)

☐ Business Name Change

☐ 1099 Eligible Cannot change to non-eligible if supplier is already 1099 eligible

1099 Addr ID # Agency Liaisons are REQUIRED to enter the AddrID # where to mail 1099

☐ 1099 – M Enter Code (Required for Form 1099 – M)

☐ 1099 – N Code 01 (01 is the only code available for the 1099 – NEC)

☐ Reactivate Supplier Profile

☐ Deactivate Supplier Profile (Agency Liaison MUST attach written justification from the supplier with the SCR.)

☐ Add Additional Business Address (Enter additional address in Section 1)

☐ Change Existing Business Address Enter Addr ID # to change: (Agency Liaisons are required to enter Addr ID # to change)

☐ Change/Add Payment Alt Name to an existing address (If payable to a different name).

Payment Alt Name:

☐ Classification Change: (Agency Liaisons are required to check one for Classification Changes.)

☐ Attorney ☐ HCM ☐ Student ☐ Supplier Non-minority

☐ Gov Non-State of GA ☐ Non-Supplier ☐ Supplier Minority

☐ Statewide Contract (DOAS Use Only)

☐ HCM Vendor

☐ Other (Provided details in the Comments section below)

☐ Comments

AGENCY USE ONLY SECTION 5: AGENCY LIAISON CERTIFICATION (REQUIRED)

By my signature below, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier's name and Tax ID listed above.

AGENCY LIAISON NAME	AGENCY LIAISON SIGNATURE	DATE	B/U#
---------------------	--------------------------	------	------

DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: Walker County Commission
PROJECT TITLE: Lookout Mountain Judicial Circuit MHC
GRANT NUMBER: J25-8-073

☐ Mr.

☒ Ms.

Connie Bradshaw
PROJECT DIRECTOR NAME (Type or Print)
Coordinator for LMJC MHC
Title and Agency

LaFayette, GA 30728
City Zip
Official Agency Mailing Address
678-986-0118

Daytime Telephone Number lookoutmountainmhc@gmail.com Fax Number
E-Mail Address

☒ Mr.

☐ Ms.

Gres McConnell
FINANCIAL OFFICER (Type or Print)
Finance Officer Walker County
Title and Agency

PO Box 445 LaFayette, GA 30728
City Zip
Official Agency Mailing Address
706-638-1437 706-638-1453

Daytime Telephone Number amcconnell@walker.ga.us Fax Number
E-Mail Address

☒ Mr.

☐ Ms.

Shannon Whitfield
AUTHORIZED OFFICIAL (Type or Print)
Chairman/CEO Walker County
Title and Agency

PO Box 445 LaFayette, GA 30728
City Zip
Official Agency Mailing Address
706-638-1437 706-638-1453

Daytime Telephone Number Commissioner@walker.ga.us Fax Number
E-Mail Address



INTERGOVERNMENTAL AGREEMENT

This intergovernmental agreement ("Agreement") is entered into between Walker County, Georgia ("County") and City of Rossville, Georgia ("City").

The County is the owner of the real property described hereinafter ("Premises").

The City uses the Premises to provide recreational activities for citizens of all ages who reside within the City limits and also County residents.

The purpose of this Agreement is to set forth the responsibilities of the County and the City in regard to the use of the Premises.

Term: The term of this Intergovernmental Agreement shall begin at 12:01 a.m. on Friday, July 12th, 2024 and shall expire at midnight July 11th, 2026. The Agreement may be renewed upon mutual agreement of the County and the City with two year extensions.

Premises: The Premises are defined as the Rossville Community Center, 301 Williams Street, Walker County Map and Parcel No. 2002 095, containing approximately 8.47 acres. Located on the Premises is a gymnasium, concession stand, locker rooms, large room for batting and pitching lanes, meeting rooms, and football field. For the purpose of this Agreement, the Premises excludes: (1) the "band room" and (2) and Parcel No. 2007 001 which is currently open green space.

Use of Premises by City: The city is responsible for the management and daily operations of the Rossville Community Center. The City is required to operate seasonal recreational youth basketball, football, and cheerleading programs. The City is also required to hire, retain, and pay the salary and benefits of a recreational program director to oversee the operations and programming of activities at the Community Center. The City is responsible for payment of compensation and tax reporting of all umpires, referees, and all other persons involved in the operation of the Premises.

The City is required to perform background checks, at its expense, of all paid employees, volunteers, coaches and managers involved in team sports. The City must verify all coaches have completed CDC HEADS UP to Youth Sports concussion training prior to being allowed to practice or play at the Premises.

The City may operate a concession stand. The City shall be responsible for all costs associated with the operation of a concession stand. The City shall not outsource the operation of the concession stand to a third party. The City must be in compliance with all County Board of Health regulations regarding the operation of a concession stand.

The City may collect registration fees and attendance fees at events. The City may also charge a fee for use of the meeting rooms and other community uses of the facilities. All fees and sales generated by the City on the Premises must be used for City recreational purposes.

The Rossville Alumni Association will continue to have use of the designated Rossville High School Alumni Room at no charge. The historical collection of Rossville High School items within the Rossville Community Center are the property of the Rossville Alumni Association. These items are not to be moved or altered without the written approval of the Rossville Alumni Association and the County.

Use of Premises by County: The County may use the Premises for a voting precinct. The use for a voting precinct will take priority over all other uses. The County maintains the right to use the Premises for a shelter for City and County residents during an emergency. The County will manage and maintain the digital message board sign that is located outside the gymnasium, and will collaborate with the City on promoting events on the message board.

Maintenance and repairs of Premises:

The City shall be responsible for all cleaning of the inside of the Premises, including the gymnasium, the bathrooms, the meeting rooms, and also the parking lot. The City shall be responsible for providing all supplies and equipment required for said cleaning. The City is also responsible for the marking or lining of the football field. The City shall be responsible for any damage caused by the negligent use of the Premises by the City or recreation participants.

The County shall be responsible for maintaining the outside grounds of the Premises, including mowing the grass and the football field. The County shall be responsible for any major structural repairs to the Premises, such as HVAC, the roof, walls, and the parking lot.

Utilities: The County shall be responsible for payment of the utilities used on the Premises.

Insurance: The City shall maintain and pay the premiums for liability insurance coverage in the minimum amount of \$1,000,000 per occurrence. The County shall be named as an additional insured with 30 day advance notice of cancellation or loss of coverage on said insurance policy, and the City shall provide the County with a copy of the certificate of insurance each year. The City shall also maintain insurance coverage on its personal property located on the Premises.

Alterations to Premises: The City shall make no material alterations to the Premises without the prior written consent of the County.

Indemnification: The City shall indemnify and hold harmless the County from any and all claims related to the City's use of the Premises.

Termination of Agreement: This Agreement may be terminated by either party upon the default of the terms of this Agreement by the other party. The non-defaulting party shall provide written notice of the default to the defaulting party. The defaulting party shall correct the default within fifteen days of the date that it receives notice of the default. If the default is not cured within said fifteen day period, then the termination of this Agreement shall occur on the sixteenth day after the defaulting party receives notice of the default.

No Assignment or subletting of Premises: The City shall not assign to any other entity the management and daily operations of the Premises without the prior written consent of the County.

Entire Agreement: This Agreement contains all of the terms and provisions between the parties regarding the use of the Premises, and supersedes any previous agreements, oral or written, regarding the use of the Premises. Any modifications to this Agreement must be in writing, and signed by both parties.

Counterparts: This Agreement may be executed in counterparts.

Walker County, Georgia

By: _____
Shannon K. Whitfield, Chairman
Board of Commissioners

City of Rossville, Georgia

By: _____
Hal Gray, Mayor



Walker County Planning Office
Rezoning, Conditional Use Variance & Variance Application

☐ Rezoning ☒ Conditional Use Variance ☐ Variance

Current Zoning:		Requested Change:	
A1			
Map & Parcel		Date:	Fee:
0236 0101		5-14-2024	150.00

Applicant/Owner & Phone: Deborah Nix 423.605.2903

Street Name & Number: 8264 Highway 157

Mailing Address: _____

City, State, Zip Code: Rising Fawn GA 30738

Request: Allow daughter to move modular home onto property to be closer to me to help with daily needs. As soon as possible.

PLANNING COMMISSION RECOMMENDATION:

6-20-2024 ☒ APPROVED AS SUBMITTED
☐ APPROVED WITH CONDITIONS
☐ TABLED
☐ DENIAL

BOARD OF COMMISSIONERS FINAL DECISION:

Mam K. Littlejohn ☒ APPROVED AS SUBMITTED 06-27-2024
☐ APPROVED WITH CONDITIONS
☐ TABLED
☐ DENIAL

The following disclosure is required of the applicant(s) by Section 36-67A of O.C.G.A. The following is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250.00 or more and/or given gifts having value of \$250.00 or more to a local government official who will be responsible for making a recommendation or decision on the application? YES ☐ NO ☐ If YES, then on a separate page, please furnish the following information;

- A) The name of the local government official(s) to whom cash contribution or gift was made.
- B) The total dollar amount(s) of each campaign made by the applicant to each local official during the two years immediately preceding the filing of the application.
- C) An enumeration and description of each gift having value of \$250.00 or more made by the applicant to each local government official within the past two years.

Signature of Applicant/Owner:

Deborah Nix
APPLICANT/OWNER

5-14-2024
DATE

**WALKER COUNTY BOARD OF COMMISSIONER
EXECUTIVE SESSION
AFFIDAVIT**

The undersigned, having been duly sworn, states under oath that the following is true and accurate:

1.

The Walker County Board of Commissioners met in an open and duly advertised meeting on June 27, 2024.

2.

During the meeting the Walker County Board of Commissioners voted to enter into executive session.

3.

In my capacity as Commission Chairman, I preside over the executive session. The executive session was called to order at 7:25 p.m. The following Commissioners were present: Blakemore, Askew, Stultz, Hart

Also in attendance: County Atty Gottlieb

4.

The subject matter of the executive session was devoted to the following matter(s) within the exceptions provided in the open meeting law: (Initial all that are applicable):

 Litigation Matters: Consultation with the Walker County government attorney to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought, or to be brought, by or against Walker County government or any officer or employee in which Walker County government or any officer or employee may be directly involved; as provided in O.C.G.A. 50-14-2(1);

Skw **Real Estate Matters:** Discussion regarding the future purchase or acquisition, disposal, or leasing of real estate; as provided by O.C.G.A. 50-14-3(b)(1);

Skw **Personnel Matters:** Discussion or deliberation upon the appointment, employment, compensation, hiring, disciplinary action or dismissal of a Walker County government officer or employee; as provided in O.C.G.A. 50-14-3(6);

 Other: (describe exemption of the open meeting law) _____

_____ as provided in O.C.G.A. _____.

Skw X No other matters were discussed during the executive session.

_____ Discussion occurred on a topic not authorized by law. The meeting was declared out of order, immediately ceased and was adjourned.

This 27th day of June, 2024.

Shannon K. Whitfield

Print Name: Shannon K. Whitfield

Print Title: Commission Chairman

Sworn to and subscribed before me this
27th day of June, 2024.

[Signature]

Notary Public

My commission expires: _____

