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November \_\_\_\_, 2013

Chairman Russell Smith  
Decatur County Board of Commissioners  
P.O. Box 726  
Bainbridge, Georgia 39818

RE: Open Records Request

Dear Chairman Smith:

This is an open records request pursuant to O.C.G.A. § 50-18-71. If your response is to a document as a whole, please state the page of the document that is the actual response to the document referenced. Please provide to this firm within three (3) business days copies of the following documents:

1. With reference to the administration services provided by Decatur County, for the period of time from January 1, 2010 to date hereof, please provide the following:
  - a. Operating budgets for administration services in Decatur County.
  - b. Current organization chart for Decatur County and each of its departments, authorities and agencies.
  - c. Any and all maps or other documents showing the location of each public building located in Decatur County.
  - d. Any and all documents showing the administrative costs associated with each department, authority and agency shown on Decatur County's current organizational chart.
  - e. Any and all documents showing how Decatur County apportions the administrative costs for each department, authority and agency of Decatur County.
  - f. Any and all documents that show the source of revenue used by Decatur County to pay the administrative costs of Decatur County, its departments, authorities, and agencies.

- g. A copy of each intergovernmental agreement entered into between Decatur County and any public entity located in Decatur County from 2000 through the date hereof.
- h. Each intergovernmental agreement entered into with any other public entity that is located outside of Decatur County from 2000 through the date hereof.
- i. Any and all documents showing the expenditure of funds for the payment of any of the services provided for in the intergovernmental agreements listed in Paragraph 1, subparagraphs (g) and (h) above.
- j. Any and all documents that show the source of revenue for the payment of any of the services provided for in the intergovernmental agreements listed in Paragraph 1, subparagraphs (g) and (h) above.
- k. Any and all documents reflecting where Decatur County has charged any of the cities in Decatur County for any services provided by Decatur County from January 1, 2010 to the present.
- l. Any and all documents reflecting where Decatur has received revenue from any city in Decatur County for the payment of services provided by Decatur County from January 1, 2010 to the present.
- m. Any and all documents submitted to the Department of Revenue, State of Georgia, regarding the collection and expenditure of insurance premium tax proceeds from January 1, 2010 to the present.
- n. A copy of each budget and each amendment thereto adopted by Decatur County from January 1, 2010 to the present date.
- o. A copy of each financial audit report received by Decatur County from January 1, 2010 through the date hereof.
- p. Each and every audit report filed with the State of Georgia, any agency of the State of Georgia, the federal government, and any agency of the federal government on behalf of the County, its departments, authorities and agencies from January 1, 2010 to the present date.
- q. An itemized list of all vehicles and motorized equipment purchased by Decatur County from January 1, 2010 to the present date.
- r. A copy of each document which shows the cost of the operation, maintenance and repair of the vehicles and motorized equipment that is owned by Decatur County, any of its departments, authorities, or agencies from January 1, 2010 to the present date.
- s. A copy of any lease agreement entered into by Decatur County from January 1, 2010 to the present date.

- t. Any and all documents submitted to the United States Department of Housing and Urban Development from January 1, 2010 to the date hereof.
  - u. Copies of any and all PT-35 forms filed by Decatur County from January 1, 2010 to the present date.
  - v. Copies of all bond resolutions authorizing the issuance of any general obligation indebtedness by Decatur County, the payment schedules therefor, and the principal balance of the indebtedness as of the date of this request.
  - w. Copies of all documents that have been entered into by Decatur County and its departments, agencies, or authorities to borrow funds from the federal government or any of its agencies or authorities; or the State of Georgia or any of its agencies or authorities; together with a copy of the payment schedules thereof with the present principal balance of each debt as of the date of this request.
  - x. A copy of all applications for grant funds filed by Decatur County or any of its departments, agencies or authorities with the State of Georgia or any of its departments, agencies or authorities; and with the federal government or any of its departments, agencies or authorities from January 1, 2010 to the date hereof.
  - y. Any and all documents showing the revenues received from any grant funds from the State of Georgia or any of its departments, agencies or authorities; and with the federal government or any of its departments, agencies or authorities from January 1, 2010 to the date hereof.
  - z. Any and all documents showing the balance of funds remaining in said grants from the State of Georgia or any of its departments, agencies or authorities; and with the federal government or any of its departments, agencies or authorities from January 1, 2010 to the date hereof.
  - aa. A copy of the existing SPLOST agreement between Decatur County and the cities of Decatur County.
  - bb. A copy of the current list of Decatur County's SPLOST projects.
  - cc. A copy of all documents showing the receipt and expenditures of SPLOST funds from the inception of the existing SPLOST agreement to the date hereof.
2. With reference to animal control services provided in Decatur County for the period of time from January 1, 2010 to the date hereof, please provide the following:
- a. Operating budgets for animal control services provided in Decatur County.

- b. A copy of any and all maps or other documents showing the animal control service areas of Decatur County.
  - c. A copy of all documentation showing who is responsible for enforcing the animal control ordinances, laws and regulations of Decatur County and the State of Georgia in the unincorporated areas of Decatur County.
  - d. All records showing the placement of animals by Decatur County in the animal shelter from January 1, 2010 to the date of this request.
  - e. Any document showing the expenditures of funds by Decatur County for the enforcement of animal control services within the unincorporated area of Decatur County.
  - f. The expenditure of all funds by Decatur County for the maintenance, operation and support of the animal shelter from January 1, 2010 to the date of this request. If Decatur County provides animal control services to any municipality located in Decatur County, please provide copies of any agreement or understanding that Decatur County has with any municipality located within Decatur County for animal control services, together with all costs for providing the services and the revenues received from each municipality for providing animal control services.
3. With reference to code enforcement services provided in Decatur County for the period of time from January 1, 2010 to the date hereof, please provide the following:
- a. Operating budgets for code enforcement services provided in Decatur County.
  - b. Please provide the name of each person that provides code enforcement in the unincorporated area of Decatur County from January 1, 2010 to the date of this request.
  - c. A copy of any and all maps or other documents showing the code enforcement service areas of Decatur County.
  - d. A copy of all documents which establish the cost incurred by Decatur County in providing code enforcement services to the unincorporated area of Decatur County from January 1, 2010 to the date of this request.
  - e. An itemized list of all revenues received by Decatur County for code enforcement services provided in the unincorporated area of Decatur County from January 1, 2010 to the date of this request.
  - f. If Decatur County provides code enforcement services to any municipality located in Decatur County, please provide the following for the dates from January 1, 2010 to the date of this request:

- i. The name of the municipality;
    - ii. A copy of the contract or understanding concerning the providing of said service;
    - iii. An itemized list of the cost of providing said service;
    - iv. The revenue received by Decatur County for providing said service.
  - g. All expenditures made by Decatur County for building inspection services that are provided to the unincorporated area of Decatur County.
  - h. All expenditures made by Decatur County for building inspection services that are provided to the incorporated area of the City of Attapulugus.
  - i. All expenditures made by Decatur County for building inspection services that are provided to the incorporated area of the City of Bainbridge.
  - j. All expenditures made by Decatur County for building inspection services that are provided to the incorporated area of the Town of Brinson.
  - k. All expenditures made by Decatur County for building inspection services that are provided to the incorporated area of the City of Climax.
  - l. All revenues received by Decatur County for providing building inspection services to the unincorporated area of Decatur County.
  - m. All revenues received by Decatur County for providing building inspection services to the incorporated area of the City of Attapulugus.
  - n. All revenues received by Decatur County for providing building inspection services to the incorporated area of the City of Bainbridge.
  - o. All revenues received by Decatur County for providing building inspection services to the incorporated area of the Town of Brinson.
  - p. All revenues received by Decatur County for providing building inspection services to the incorporated area of the City of Climax.
4. With reference to correctional institutions maintained by Decatur County, for the period of time from January 1, 2010 to the date hereof, please provide the following:
- a. Operating budgets for the corrections institutions maintained by Decatur County.
  - b. The expenditures of public funds for the operation, maintenance and repair of the correctional institution.

- c. The source of the revenue received by Decatur County for providing correctional institution services.
  - d. The amount of funds received from each revenue source.
  - e. A copy of any and all contracts or understandings that Decatur County has with any municipality located within Decatur County.
  - f. A copy of all contracts entered into by Decatur County with any other private or public entity located inside and outside of Decatur County with reference to providing correctional institution services.
5. With reference to the promotion of economic development and tourism within Decatur County for the period of time from January 1, 2010 to date hereof, please provide the following:
- a. Operating budgets for economic development and tourism within Decatur County.
  - b. Any and all documents which show expenditures of County funds for the promotion of economic development and tourism within the unincorporated area of Decatur County.
  - c. Any and all documents which show expenditures of County funds for the promotion of economic development and tourism within the incorporated area of the City of Attapulcus.
  - d. Any and all documents which show expenditures of County funds for the promotion of economic development and tourism within the incorporated area of the City of Bainbridge.
  - e. Any and all documents which show expenditures of County funds for the promotion of economic development and tourism within the incorporated area of the Town of Brinson.
  - f. Any and all documents which show expenditures of County funds for the promotion of economic development and tourism within the incorporated area of the City of Climax.
  - g. Any and all documents which show revenues received by the County for the promotion of economic development and tourism within the unincorporated area of Decatur County.
  - h. Any and all documents which show revenues received by the County for the promotion of economic development and tourism within the incorporated area of the City of Attapulcus.

- i. Any and all documents which show revenues received by the County for the promotion of economic development and tourism within the incorporated area of the City of Bainbridge.
  - j. Any and all documents which show revenues received by the County for the promotion of economic development and tourism within the incorporated area of the Town of Brinson.
  - k. Any and all documents which show revenues received by the County for the promotion of economic development and tourism within the incorporated area of the City of Climax.
- 6. With reference to Emergency Medical Services within Decatur County for the period of time from January 1, 2010 to the date of this request, please provide the following:
  - a. Operating budgets for Emergency Medical Services in Decatur County.
  - b. Any and all documents showing Emergency Medical Service Areas located in Decatur County.
  - c. Any and all documents showing the response time(s) for providing Emergency Medical Services in Decatur County.
  - d. Any contract entered into by Decatur County with any municipality located within Decatur County for the provision of Emergency Medical Services.
- 7. With reference to Fire Protection Services within Decatur County for the period of time from January 1, 2010 to the date of this request, please provide the following:
  - a. Operating budgets for Fire Protection Services in Decatur County.
  - b. Any and all documents showing Fire Protection Service Areas located in Decatur County.
  - c. Any and all documents showing the response time(s) for providing Fire Protection Services in Decatur County.
  - d. Any and all maps or other documents showing the location of each Fire Station in Decatur County.

- e. Any contract entered into by Decatur County with any municipality located within Decatur County for the provision of Fire Protection Services.
  - f. Copies of any mutual aid agreements entered into between Decatur County and any municipality located within Decatur County for the Provision of Fire Protection Services.
  - g. Any mutual aid agreement entered into between Decatur County and any public or private entity located outside of Decatur County for the provision of Fire Protection Services.
8. With reference to Landfill Services within Decatur County for the period of time from January 1, 2010 to the date of this request, please provide the following:
- a. Operating budgets for landfill services in Decatur County.
  - b. Any and all documents showing expenditures by the County for the maintenance, operation, and support of the landfill and landfill services.
  - c. Any and all documents showing revenues received by the County for the maintenance, operation, and support of the landfill and landfill services.
  - d. Any and all documents showing the sources of revenues received by the County for the maintenance, operation and support of the landfill and landfill services.
  - e. Copies of current rate schedules for use of the landfill services.
9. With reference to parks and recreation services provided in Decatur County, for the period of time from January 1, 2010 to date hereof, please provide the following:
- a. Operating budgets for parks and recreation services in Decatur County.
  - b. Any and all documents showing expenditures by the County for parks and recreation services located in the unincorporated area of Decatur County.
  - c. Any and all documents showing expenditures by the County for parks and recreation services located within the municipal limits of the City of Attapulcus.
  - d. Any and all documents showing expenditures by the County for parks and recreation services located within the municipal limits of the City of Bainbridge.



- e. Any and all documents showing expenditures by the County for parks and recreation services located within the municipal limits of the Town of Brinson.
- f. Any and all documents showing expenditures by the County for parks and recreation services located within the municipal limits of the City of Climax.
- g. Any and all documents which show revenues received by the County for the provision of parks and recreation services in the unincorporated area of Decatur County.
- h. Any and all documents which show revenues received by the County for the provision of parks and recreation services located within the municipal limits of the City of Attapulgus.
- i. Any and all documents which show revenues received by the County for the provision of parks and recreation services located within the municipal limits of the City of Bainbridge.
- j. Any and all documents which show revenues received by the County for the provision of parks and recreation services located within the municipal limits of the Town of Brinson.
- k. Any and all documents which show revenues received by the County for the provision of parks and recreation services located within the municipal limits of the City of Climax.
- l. A map of Decatur County showing the location of each park and each recreation service.

10. With reference to planning and zoning in Decatur County for the period of time from January 1, 2010 to date hereof, please provide the following:

- a. Operating budgets for planning and zoning services in Decatur County.
- b. A copy of the County's current land use map.
- c. A copy of the County's current zoning map.
- d. A copy of the County's current comprehensive plan.
- e. All expenditures made by Decatur County for planning services that are provided to the unincorporated area of Decatur County.
- f. All expenditures made by Decatur County for planning services that are provided to the incorporated area of the City of Attapulgus.

- g. All expenditures made by Decatur County for planning services that are provided to the incorporated area of the City of Bainbridge.
- h. All expenditures made by Decatur County for planning services that are provided to the incorporated area of the Town of Brinson.
- i. All expenditures made by Decatur County for planning services that are provided to the incorporated area of the City of Climax.
- j. All revenues received by Decatur County for providing planning services to the unincorporated area of Decatur County.
- k. All revenues received by Decatur County for providing planning services to the incorporated area of the City of Attapulugus.
- l. All revenues received by Decatur County for providing planning services to the incorporated area of the City of Bainbridge.
- m. All revenues received by Decatur County for providing planning services to the incorporated area of the Town of Brinson.
- n. All revenues received by Decatur County for providing planning services to the incorporated area of the City of Climax.
- o. All expenditures made by Decatur County for zoning services that are provided to the unincorporated area of Decatur County.
- p. All expenditures made by Decatur County for zoning services that are provided to the incorporated area of the City of Attapulugus.
- q. All expenditures made by Decatur County for zoning services that are provided to the incorporated area of the City of Bainbridge.
- r. All expenditures made by Decatur County for zoning services that are provided to the incorporated area of the Town of Brinson.
- s. All expenditures made by Decatur County for zoning services that are provided to the incorporated area of the City of Climax.
- t. All revenues received by Decatur County for providing zoning services to the unincorporated area of Decatur County.
- u. All revenues received by Decatur County for providing zoning services to the incorporated area of the City of Attapulugus.
- v. All revenues received by Decatur County for providing zoning services to the incorporated area of the City of Bainbridge.

- w. All revenues received by Decatur County for providing zoning services to the incorporated area of the Town of Brinson.
  - x. All revenues received by Decatur County for providing zoning services to the incorporated area of the City of Climax.
11. With reference to roads, streets, and bridges (hereinafter called Roads) located in Decatur County for the period of time from January 1, 2010 to date hereof, please provide the following:
- a. Operating budgets for roads, streets and bridges in Decatur County.
  - b. A copy of current official road map of Decatur County.
  - c. Please provide the amount of funds received by Decatur County for capital improvements to Roads from the following sources: (i) state, (ii) federal, (iii) SPLOST, (iv) property tax, (v) insurance premium tax, (vi) user fees and (vii) all other tax sources.
  - d. Please provide any and all documents that show the revenues received by the County under Request No. 11(c) and each of its subparts.
  - e. Please provide any and all documents that show the expenditures by the County under Request No. 11 (c) and each of its subparts.
  - f. Any and all documents which show expenditures of funds by the County for the operation, maintenance and repair of roads and streets located in the unincorporated area of Decatur County.
  - g. Any and all documents which show expenditures of funds by the County for the operation, maintenance and repair of roads and streets located in the incorporated area of the City of Attapulgus.
  - h. Any and all documents which show expenditures of funds by the County for the operation, maintenance and repair of roads and streets located in the incorporated area of the City of Bainbridge.
  - i. Any and all documents which show expenditures of funds by the County for the operation, maintenance and repair of any roads and streets located in the incorporated area of the Town of Brinson.
  - j. Any and all documents which show expenditures of funds by the County for the operation, maintenance and repair of any roads and streets located in the incorporated area of the City of Climax.

- k. Any and all documents which show revenues received by the County for the operation, maintenance and repair of roads and streets located in the unincorporated area of Decatur County.
  - l. Any and all documents which show revenues received by the County for the operation, maintenance and repair of roads and streets located in the incorporated area of the City of Attapulgis.
  - m. Any and all documents which show revenues received by the County for the operation, maintenance and repair of roads and streets located in the incorporated area of the City of Bainbridge.
  - n. Any and all documents which show revenues received by the County for the operation, maintenance and repair of roads and streets located in the incorporated area of the Town of Brinson.
  - o. Any and all documents which show revenues received by the County for the operation, maintenance and repair of roads and streets located in the incorporated area of the City of Climax.
  - p. Please provide the amount of funds received each year by the County for the period January 1, 2010 to present for capital improvements to streetlights and sources of funding (i.e. (a) state, (b) federal, (c) SPLOST, (d) property tax, (e) insurance premium tax, and (f) user fees and other revenues).
  - q. Please provide any and all documents that show the revenues received by the County under Request No. 11 (p).
  - r. Please provide any and all documents that show the expenditures by the County under Request No. 11 (p).
12. With reference to the Sheriff of Decatur County and the Sheriff's office or department of Decatur County for the period of time from January 1, 2010 to date hereof, please provide the following:
- a. Jail
    - i. The operating budget for the jail.
    - ii. The operating costs of the jail.
    - iii. All revenue received by the Sheriff's office for the operation of the jail.
    - iv. All revenue received by Decatur County for the operation of the jail.
  - b. Court Services
    - i. The operating budget for court services
    - ii. The operating costs of court services.

- iii. All revenue received by the Sheriff's office for the operation of court services.
    - iv. All revenue received by Decatur County for the operation of court services.
  - c. Administrative Services
    - i. The operating budget for administrative services.
    - ii. The operating costs for administrative services.
    - iii. All revenue received by the Sheriff's office for the operation of administrative services.
    - iv. All revenue received by Decatur County for the operation of administrative services.
  - d. Warrants and Civil Complaint Services
    - i. The operating budget for warrants and civil complaint services.
    - ii. The operating costs for warrants and civil complaint services.
    - iii. All revenue received by the Sheriff's office for warrants and civil complaint services.
    - iv. All revenue received by Decatur County for the operation of warrants and civil complaint services.
  - e. Sheriff's Patrol Services
    - i. The operating budget for patrol services.
    - ii. The operating costs for patrol services.
    - iii. All revenue received by the Sheriff's office for the operation of patrol services.
    - iv. All revenue received by Decatur County for the operation of patrol services.
  - f. A map showing the location of each of the Sheriff's offices.
  - g. Any and all documents showing response times of the Sheriff's office.
  - h. Any and all documents showing patrol zones.
  - i. Each and every contract that the Sheriff of Decatur County has entered into with any municipality located in Decatur County and any public entity located outside of Decatur County.
  - j. The name of each employee and their salary for providing Sheriff services.
- 13. With reference to Utilities services (water services, wastewater services and stormwater retention and management services) in Decatur County for the period of time from January 1, 2010 to date hereof, please provide the following:
  - a. Operating budgets for Utilities services provided by Decatur County.
  - b. Any and all documents showing Utilities service areas in Decatur County.

- c. All expenditures made by Decatur County for providing water services to the unincorporated area of Decatur County.
- d. All expenditures made by Decatur County for providing water services to the incorporated area of the City of Attapulgus.
- e. All expenditures made by Decatur County for providing water services to the incorporated area of the City of Bainbridge.
- f. All expenditures made by Decatur County for providing water services to the incorporated area of the Town of Brinson.
- g. All expenditures made by Decatur County for providing water services to the incorporated area of the City of Climax.
- h. All revenues and the source thereof received by Decatur County for providing water services to the unincorporated area of Decatur County.
- i. All revenues received by Decatur County for providing water services to the incorporated area of the City of Attapulgus.
- j. All revenues received by Decatur County for providing water services to the incorporated area of the City of Bainbridge.
- k. All revenues received by Decatur County for providing water services to the incorporated area of the Town of Brinson.
- l. All revenues received by Decatur County for providing water services to the incorporated area of the City of Climax.
- m. All expenditures made by Decatur County for providing wastewater services to the unincorporated area of Decatur County.
- n. All expenditures made by Decatur County for providing wastewater services to the incorporated area of the City of Attapulgus.
- o. All expenditures made by Decatur County for providing wastewater services to the incorporated area of the City of Bainbridge.
- p. All expenditures made by Decatur County for providing wastewater services to the incorporated area of the Town of Brinson.
- q. All expenditures made by Decatur County for providing wastewater services to the incorporated area of the City of Climax.
- r. All revenues received by Decatur County for providing wastewater services to the unincorporated area of Decatur County.

- s. All revenues received by Decatur County for providing wastewater services to the incorporated area of the City of Attapulgus.
- t. All revenues received by Decatur County for providing wastewater services to the incorporated area of the City of Bainbridge.
- u. All revenues received by Decatur County for providing wastewater services to the incorporated area of the Town of Brinson.
- v. All revenues received by Decatur County for providing wastewater services to the incorporated area of the City of Climax.
- w. All expenditures made by Decatur County for providing stormwater retention and management services to the unincorporated area of Decatur County.
- x. All expenditures made by Decatur County for providing stormwater retention and management services to the incorporated area of the City of Attapulgus.
- y. All expenditures made by Decatur County for providing stormwater retention and management services to the incorporated area of the City of Bainbridge.
- z. All expenditures made by Decatur County for providing stormwater retention and management services to the incorporated area of the Town of Brinson.
- aa. All expenditures made by Decatur County for providing stormwater retention and management services to the incorporated area of the City of Climax.
- bb. All revenues received by Decatur County for providing stormwater retention and management services to the unincorporated area of Decatur County.
- cc. All revenues received by Decatur County for providing stormwater retention and management services to the incorporated area of the City of Attapulgus.
- dd. All revenues received by Decatur County for providing stormwater retention and management services to the incorporated area of the City of Bainbridge.
- ee. All revenues received by Decatur County for providing stormwater retention and management services to the incorporated area of the Town of Brinson.

- ff. All revenues received by Decatur County for providing stormwater retention and management services to the incorporated area of the City of Climax.
- gg. A map showing all water and sewer lines owned by Decatur County located in the unincorporated area of Decatur County.
- hh. A map showing the location of each water and wastewater plant owned by Decatur County.
- ii. A map showing the location of each stormwater facility located in Decatur County.

If the amount to produce these documents will exceed \$500.00 please notify us before production, otherwise proceed with the document production and mail to my attention at the address listed in the header of this letter. We will remit payment as billed to us.

With kindest regards,

A.J. (Buddy) Welch, Jr.

AJWjr/sd