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May 4, 2018

VIA FACSIMILE TO 912-685-4823
FOLLOWED BY U. S. MAIL

Open Records Officer and/or Records Custodian
Candler County Board of Commissioners
1075 East Hiawatha Street
Suite A
Metter, Georgia 30439

RE: Open Records Request

Dear Sir/Madam:

This is a Request for public records under the Open Records Act. See O.C.G.A. § 50-18-70, *et seq.* To that end, the public records requested are specified in Exhibit "A," attached. If your response is to a public record as a whole, then you must state the page or pages of that public record, which respond to the particular individual Request. Additionally, certified copies of all responsive public records must be provided to this firm within three (3) business days.

We will pay all fees authorized by O.C.G.A. § 50-18-71(c), provided, however, that an itemized invoice must accompany the production of such public records. O.C.G.A. § 50-18-71(c)(2) provides that your agency may charge no more than the actual cost of duplication not to exceed \$0.10 per page. Moreover, any hourly administrative charge imposed for the search, retrieval, and preparation of responsive public records must not exceed the salary of the lowest-paid, full-time employee able to perform the search. You must include in said invoice the number of pages duplicated as well as the name, title, and time spent working for each employee who worked on complying with this Request. Should the estimated amount to produce these public records exceed \$500.00, please provide me with a written estimate itemizing such charges ahead of time. Otherwise, proceed with the production of responsive public records and transmit to the address in the header of this letter.

If you are relying on a claimed exemption to withhold the production of any public records, then, pursuant to O.C.G.A. § 50-18-71(d), you are required to specify in writing

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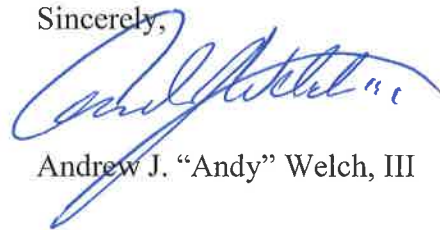
the specific legal authority exempting such public record or records from disclosure by Code Section, Subsection, and Paragraph, within three (3) business days. In the event that such putative exemption applies only to a portion of the responsive public record, then O.C.G.A. § 50-18-72(b) requires that the remainder of that public record be produced within the time period specified.

Finally, pursuant to O.C.G.A. § 50-18-71(b)(1)(A), you, as custodian of the requested public records, have the duty and responsibility to perform a diligent search for the requested public records within the timeframe provided by Statute. This means that you must inquire of anyone within any departments maintained by the Agency who may be in possession of such public records as to the nature, existence, and location, of all public records requested by this Letter.

Should you have any questions related to the fulfillment of this Open Records Act Request, please contact me at the information provided in the header of this letter.

Thank you for your anticipated cooperation.

Sincerely,



Andrew J. "Andy" Welch, III

AJWIII/mlp
Enclosure

cc: Warren M. Tillery (via e-mail w/encl., to wtilley@smithwelchlaw.com)
Brent C. Carter (via e-mail w/encl., to brent@carterfranklin.com)
Kellie Lank (via e-mail w/encl., to klank@candlerco-ga.gov)
J. Kendall Gross (via e-mail w/encl., to kendall@jkendallgross.com)
Kenneth E. Jarrard (via e-mail w/encl., to kjarrard@jarrard-davis.com)

Exhibit "A"

(Public Records Requested)

Please produce **CERTIFIED COPIES** of the following public records, including:

1. The Resolution adopted by the Candler County Board of Commissioners setting the millage rate for fiscal years 2016, 2017 and 2018.
2. The minutes of the Candler County Board of Commissioners meeting recording the setting and adoption of the millage rate for fiscal years 2016, 2017 and 2018.
3. Public Notices issued regarding the setting and/or adoption of the millage rates for 2016, 2017, and 2018.
4. Any and all documents adopted, approved, passed, by the Board of Commissioners to establish millage rates and fees for any and all special districts for the 2016, 2017, and 2018 budget.
5. The 2018 Budget approved by the Candler County Board of Commissioners and any amendments thereto.
6. The 2017 Budget approved by the Board of Commissioners and any amendments thereto.
7. The 2016 Budget approved by the Board of Commissioners and any amendments thereto.
8. The 2016 Comprehensive Audited Financial Report.
9. The 2017 Comprehensive Audited Financial Report.
10. The County Tax Digests for 2016, 2017, and 2018.
11. County Reports of Local Government Finance for 2016 & 2017.
12. Year-end financial closing statements with adjusting entries prepared by the County or by county auditors for 2016 & 2017.
13. County documentation of County General Fund transfers to other County funds for 2016 & 2017 showing the amount of the transfer, the purpose of the transfer, and the receiving fund of the transfer.
14. Special Purpose Local Option Sales Tax Reports prepared by Candler County over 2016 & 2017.

15. Documentation of all payments and grants from the State of Georgia to Candler County for 2016 & 2017.
16. Documentation of all payments from the City of Metter to Candler County for 2016 & 2017.
17. Documentation of all payments from the Candler County to the City of Metter for 2016 & 2017.
18. Documentation of all payments to other local governments for 2016 & 2017.
19. Documentation of all County payments to other units or agencies of local government for the purpose of service provision including but not limited to animal control, libraries, economic development, tourism, airport, recreation, and other agencies indicating the name of the agency, the purpose of the payment, the amount of the payment, and the date of payment—for 2016 & 2017.
20. Documentation of all County payments to non-profit organizations for the purpose of service provision including but not limited to animal control, libraries, economic development, tourism, airport, recreation, and other agencies indicating the agency, the purpose of the payment, the amount of the payment, and the date of payment—for 2016 & 2017.
21. Copies of DOR form PT 35 submitted by Candler County to Georgia DOR for 2016 & 2017.
22. Resolution of tax levy prepared by Candler County and submitted to the Georgia DOR for 2016 & 2017.
23. Documentation of Candler County's use of insurance premium taxes as submitted in memo, letter, or other form to the Georgia DOR for 2016 & 2017.
24. History of tax levy for Candler County – as advertised for 2016 & 2017.
25. Government Management Indicators Reports submitted to DCA for 2016 & 2017.
26. County records of road maintenance work tickets, work projects, expenditures, or any other record of road, street, and alley maintenance; drainage; traffic signs; traffic signals; sidewalks or other work of any nature on public rights-of-way performed by Candler County within the corporate limits of the City of Metter for 2016 & 2017.
27. County records of road maintenance work tickets, work projects, expenditures, or any other record of road, street, and alley maintenance; drainage; traffic signs; traffic signals; sidewalks or other work of any nature on public rights-of-way performed by Candler County within the corporate limits of the Town of Pulaski for 2016 & 2017.

28. County records of City of Metter annexations since 1973.
29. County records which document transfer of road maintenance responsibilities from the City of Metter to Candler County since 1973.
30. Documentation of the total road mileage maintained by Candler County showing the portion of road mileage located within the City of Metter, the County unincorporated area, and the Town of Pulaski for 2016 & 2017.
31. Documentation of the lane mileage for all roads maintained by Candler County including asphalt or other type of paving and dirt and non-paved roads for 2016 & 2017.
32. Documentation of the road surface type for all roads maintained by Candler County including asphalt or other type of paving and dirt and non-paved roads for 2016 & 2017.
33. The schedules of fees and charges made by Candler County for solid waste disposal for 2016 & 2017.
34. Solid waste fee revenue collected by Candler County from the City of Metter for solid waste disposal for 2016 & 2017.
35. Fee revenue collected by the County from the residents and businesses of the unincorporated area for 2016 & 2017.
36. Costs incurred by Candler County for the collection of solid waste of any type including household garbage, landscape or yard waste or trimmings, bulk items, or any other form of disposed wastes from the unincorporated area of Candler County for 2016 & 2017.
37. Total costs incurred by Candler County for the collection of solid waste of any type including household garbage, landscape or yard waste or trimmings, bulk items, or any other form of disposed wastes from Candler County and for any other geographic area for 2016 & 2017.
38. Costs incurred by Candler County for the disposal of solid waste of any type including household garbage, landscape or yard waste or trimmings, bulk items, or any other form of disposed wastes from the unincorporated area of Candler County for 2016 & 2017.
39. Total costs incurred by Candler County for the disposal of solid waste of any type including household garbage, landscape or yard waste or trimmings, bulk items, or any other form of disposed wastes from any source for 2016 & 2017.
40. The Ordinance or Resolution to impose E-911 monthly surcharge
41. The Ordinance or Resolution imposing a 9-1-1 charge on prepaid wireless service.

42. The Resolution imposing a wireless enhanced E-911 charge on wireless telecommunications connections with Candler County.
43. The Resolution imposing a 9-1-1 charge on Voice Over Internet Protocol (VoIP) connections within Candler County.
44. E-911 Fund documentation for Candler County including revenues, expenditures, fund transfers into and out of the E-911 fund with the source of such revenues or fund transfers or transfers from the fund with the name of the recipient fund and purpose of such revenues, fund transfer, fund balances, and payments owed to other funds—for 2016 & 2017.
45. E-911 annual revenues received by Candler County from land-based phones, wireless phones, and pre-paid wireless.
46. E-911 payments received by Candler County from the City of Metter for E-911 services for 2016 & 2017.
47. The resolution or ordinance that called for the election and set out the proposed projects for the current or most recent SPLOST for Candler County.
48. Any and all notices provided for any meetings or conferences with the Mayors within Candler County regarding the current or most recent SPLOST project list including documentation of date of delivery.
49. Any and all minutes or notes that resulted from any meetings or conferences with said Mayors of the various Cities of Candler County regarding the current or most recent Candler County SPLOST project list.
50. Any and all advertisements in the local newspapers of general circulation in Candler County regarding the current, or most recent Candler County SPLOST.
51. Any and all meeting minutes reflecting the approval and adoption of the resolution or ordinance for the election of the current or most recent Candler County SPLOST.
52. Any and all meeting minutes reflecting the discussion of any of the projects on the project list for the current or most recent Candler County SPLOST.
53. Any and all documents, communications, emails and agreements between Candler County and any of the governmental entities in Candler County regarding the current, or most recent Candler County SPLOST.
54. A copy of the ballot question that was presented to the public to be voted on to approve the current or most recent Candler County SPLOST.
55. Any and all bond resolutions, bond complaints, answers and orders authorizing the issuance of bonds for the current or most recent Candler County SPLOST.

56. Any and all proposed and approved agreements between Candler County and any other governmental entity of Candler County regarding the current or most recent Candler County SPLOST.
57. The record of each and every project for the current, or most recent Candler County SPLOST for which the proceeds of the tax are used per O.C.G.A. § 48-8-122; any report which shows for each project or purpose in the resolution or ordinance calling for imposition of the tax the original estimated cost, the current, or most recent estimated cost if it is not the original estimated cost, amounts expended in prior years, amounts expended in the current year, any excess proceeds which have not been expended for a project or purpose, estimated completion date, and the actual completion cost of a project completed during the current year.
58. Documentation per O.C.G.A. § 48-8-121 that SPLOST proceeds for the current, or most recent Candler County SPLOST have been kept in a separate account from other funds of such county and each qualified municipality receiving proceeds of the sales and use tax and not in any manner be commingled with other funds of the county.
59. FY 2016 Local Maintenance & Improvement Grant Formula Amounts for Candler County, Georgia.
60. FY 2017 Local Maintenance & Improvement Grant Formula Amounts for Candler County, Georgia.
61. FY 2018 Local Maintenance & Improvement Grant Formula Amounts for Candler County, Georgia.
62. Certified copy of the minutes of the Board of Commissioners meeting recording the adoption of the 1999 Service Delivery Strategy (“SDS”) Agreement.
63. Certified copy of the minutes of the Candler County Board of Commissioners meeting recording the adoption of the 2008 SDS Agreement and any amendments thereto.
64. Service Delivery Strategy report for 2008.
65. Any and all FCC licenses for the radio system Candler County uses.
66. Any and all documents that contain the number of subscribers to the radio system Candler County uses.
67. Any and all documents that show allocation of talk groups on the radio system Candler County uses.
68. Any and all documents that provide the radio topography for the radio system Candler County uses.

69. Any and all documents that list the allocation of radio units (portable or mobile) County and/or City employees.
70. Any and all documents that identify all Candler County radio frequencies.
71. Any and all service contracts for the Bulloch County Public Safety Answering Point ("PSAP") currently in effect.
72. Any and all service contracts currently in effect for the radio system Candler County uses.
73. Any and all documents that contain the number of subscribers to the radio system Candler County uses.
74. Any and all applications Candler County has filed for either Federal or State grants for the radio units it possesses.
75. Any and all documents which show the emergency 911 calls received by Candler County through the City of Metter emergency service number for the calendar years 2016, 2017 and 2018 to date.
76. Any and all documents which show all emergency 911 calls received by Candler County through each emergency service number the Candler County PSAP services for the calendar years 2016, 2017 and 2018 to date.
77. Any and all documents regarding the radio system Candler County uses, including but not limited to governance documents, intergovernmental agreements, contracts with vendors and providers of services for the radio system shared with Candler County.
78. Any and all documents which show the emergency 911 calls received by Candler County through the Candler County Sheriff emergency service number for the calendar years 2016, 2017 and 2018 to date.
79. Any and all documents which show all emergency 911 calls received by Candler County Sheriff through each emergency service number the Candler County PSAP services for the calendar years 2016, 2017 and 2018 to date.
80. Any and all documents regarding the radio system Candler County Sheriff uses, including but not limited to governance documents, intergovernmental agreements, contracts with vendors and providers of services for the radio system shared with Candler County.
81. Any and all state grants that have been awarded to Candler County, Georgia in the last five (5) years.
82. Any and all currently pending applications for state permits or licenses to Candler County.

83. Any and all state permits or licenses issued to Candler County.
84. Any and all currently pending applications for state grants to Candler County.
85. Any and all state grants issued to Candler County.
86. Any and all currently pending applications for state financing for Candler County.
87. Any and all state financing issued to Candler County.
88. Any and all documents including but not limited to applications, written submissions pertaining to roads and/or road maintenance in Candler County within the last three (3) years.
89. Any and all documents including but not limited to applications, written submissions pertaining to roads and/or road maintenance in the City of Metter/Town of Pulaski within the last three (3) years.
90. Any and all documents including but not limited to any applications, written submissions pertaining to the Local Maintenance & Improvement Grant program pertaining to the roads in Candler County within the last three (3) years.
91. Any and all documents including but not limited to any applications, written submissions pertaining to the Local Maintenance & Improvement Grant program pertaining to the roads in the City of Metter/Town of Pulaski within the last three (3) years.
92. Any and all permits issued and/or application for permitting pertaining to roads in Candler County within the last three (3) years.
93. Any and all permits issued and/or application for permitting pertaining to roads in the City of Metter/Town of Pulaski within the last three (3) years.
94. Any and all state funds that are pending disbursement or will be provided by Georgia Department of Transportation to Candler County this fiscal year.
95. Any and all state funds that are pending disbursement or will be provided by Georgia Department of Transportation to the City of Metter/Town of Pulaski this fiscal year.
96. Statesboro Regional Public Libraries System Participation Agreement(s).
97. Statesboro Regional Public Libraries System Policy Manual.
98. Statesboro Regional Public Libraries System Constitution & Bylaws, and any and all amendments thereto.

99. The current edition of the Handbook on Constitutions, Bylaws and Contracts for Georgia Public Libraries handbook.
100. A list of all Statesboro Regional Public Libraries System Board members as of 2018 with contact information.
101. Current organization chart for Candler County and each of its departments, authorities and agencies.
102. Any and all maps or other documents showing the location of each public building located in Candler County.
103. Any and all documents showing the administrative costs associated with each department, authority and agency shown on Candler County's current organizational chart.