

**AGENDA**  
**Griffin-Spalding County Land Bank Authority**  
**May 27, 2026**  
**ONE GRIFFIN CENTER MUNICIPAL COURTROOM 100 S. HILL ST GRIFFIN, GA 30223**  
**4:00 PM**

**Call to Order**

**Approval of Agenda**

**Approval of Minutes**

1. Approval of Minutes for the Board Workshop scheduled on March 23, 2026
2. Approval of the Minutes for Regular Scheduled Meeting on March 23, 2026
3. Approval of the Minutes for the Regular Scheduled Meeting on April 27, 2026

**Public Comments**

*At this time the Chairman opens the floor to comments from the public. Comments should relate to a specific agenda item. Comments related to availability can be directed to Christopher Blocker, Land Bank Authority Manager (678) 544-5292 and [cblocker@cityofgriffin.com](mailto:cblocker@cityofgriffin.com)*

**Regular Agenda**

1. Consider the acceptance of the Second Amended and Restated Interlocal Cooperation to Establish the Griffin-Spalding County Land Bank Authority to be presented to City of Griffin and Spalding County Boards of Commissioners (O'Neal and Blocker)
2. Consider the acceptance of the GSCLBA and City of Griffin Interlocal Agreement for Services (O'Neal and Carden)
3. Consider a Notification of Award for RFP 26-005: Lawn, Ground, Tree Maintenance, Trash and Debris Removal Services (O'Neal and Blocker)
4. Consider the adoption of the Griffin-Spalding County Land Bank Authority Board Policies (Blocker and O'Neal)
5. Consider the execution of a lien release request for 315 N 6th Street (Blocker)
6. Consider the Consolidation of 109 Princess Circle and 0-Princess Circle (PIN 268 02041)
7. Consider the consolidation of 446 Belle St and 448 Belle St (Blocker and M. Haynes)
8. Consider the reissuance of a Request for Proposal for the purchase and sale of 522 Meriwether St. (N. Galloway and Blocker)
9. Update the GSCLBA Board on closings, contracts pending and properties to be redeemed:
  - a. Contracts pending and closings
    1. 823 E. Solomon St (SLP)
    2. 818 Hallyburton St
    3. 1005 Meriwether St
    4. 1009 Meriwether St
    5. 1017 Meriwether St
    6. 1102 Parkview Dr.
  - b. Properties to be foreclosed on July 15, 2026
    1. 321 Moreland Rd

2. 323 Moreland Rd
3. 1601 Moreland Rd
4. 309 N. 17th St
5. 215 N 8th St
6. 621 Williams St
7. 815 Williams St
8. 98 Callie Rd
9. 134 Callie Rd
10. 135 Callie Rd
11. 0 Callie Rd
12. 168 Davidson Cir
13. 178 Davidson Cir
14. 195 Davidson Cir
15. 207 Eastbrook Ave
16. 317 Eastbrook Ave
17. 319 Eastbrook Ave
18. 107 Valley Dr
19. 110 Valley Dr
20. 111 Valley Dr

c. Properties to be foreclosed on October 15, 2026

1. 824 Westbrook St
2. 751 Beck St
3. Beck St 046 09016A
4. Beck St 046 09016B
5. 746 Scales St
6. 501 Belle St
7. 838 Anne St
8. 808 Meriwether St
9. 911 Meriwether St
10. 198 Bourbon St
11. 199 Bourbon St
12. 0 Bourbon St
13. 223 Ella Cir
14. 227 Ella Cir
15. 228 Ella Cir
16. 308 Ella Cir
17. 1230 Ext N 9th St
18. 1315 Ext n 9th St
19. 1104 Lyndon Ave
20. 1124 Lyndon Ave

### **Report of Finances**

1. Presentation of the April 2026 Financial Statements (Ballard)
2. Consider the remittance of payment to the City of Griffin for GSCLBA expenses incurred in April 2026. (Blocker)
3. Presentation of the City of Griffin FY 2026 as of May 2026 (Blocker)

### **Authority Member Comments**

### **Adjourn**

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

1. Approval of Minutes for the Board Workshop scheduled on March 23, 2026

#### **Submitted By:**

Christopher Blocker

#### **Meeting Date:**

27/05/2026

#### ATTACHMENTS:

[GSCLBA-Board Workshop Minutes-3.23.26.docx](#)

**Board Workshop Minutes**  
**Griffin-Spalding County Land Bank Authority**  
**March 23, 2026**  
**One Griffin Center 100 S. Hill St Griffin, GA 30223**  
**3:00 PM**

**Call to Order**

*Chairman Newton Galloway called the meeting to order at 3:15 pm*

Board members present were: Cora Flowers, Bruce Ballard, and Pamela Sutton. David Penland, David Allen, Michelle Haynes, Kelsey Carden, John O’Neal, and Christopher Blocker (Land Bank Authority Manager) were also present.

**Public Comments**

*At this time, the Chairman opens the floor to comments from the public. Comments should relate to a specific agenda item. Comments related to availability can be directed to Christopher Blocker, Land Bank Authority Manager (678) 544-5292 and [cblocker@cityofgriffin.com](mailto:cblocker@cityofgriffin.com)*

No public comments were given

**Regular Agenda**

**1. Discussion regarding the GSCLBA Board Policies**

The definition of affordable housing has not been changed. The definition of affordable housing included in the policy is reflective of the Georgia Department of Community Affairs definition. Section 4.7 has been revised substantially in regards to the Owner-Occupancy requirement. The owner occupancy requirement may be waived if the applicant meets the listed criteria listed in the Section 4.7. There were no comments on Section 1.

The affordable housing definition is in agreement with the Georgia Department of Community Affairs programs and policies. There were no significant changes or comments to Section 2.

There were comments to Section 3.

There was no enforcement language included in the policy in Section 4. The enforcement actions to be taken for an unsuccessful transaction would be difficult to include in a policy due to a variety of factors. The board should adopt an enforcement specific policy as an

addendum. The GSCLBA does not have the funding to enforce the contracts. There is a question about who is responsible for monitoring contract compliance.

Prior performance should be excluded from the waiver of owner-occupancy requirement. Commercial, industrial and other non-residential uses needs to be included in the owner-occupancy waiver requirement. Subjectivity needs to be removed from the owner-occupancy requirements. There are stipulations in the policy documents regarding when a permit needs to be issued.

*No board action required or taken*

*Motion to table by B. Ballard*

*Second by P. Sutton*

*Meeting tabled at 4:04pm*

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

2. Approval of the Minutes for Regular Scheduled Meeting on March 23, 2026

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026

ATTACHMENTS:

[GSCLBA-RSM Minutes-3.23.26.docx](#)

**Regular Scheduled Meeting Minutes**  
**Griffin-Spalding County Land Bank Authority**  
**March 23, 2026**  
**One Griffin Center Municipal Courtroom 100 S. Hill St Griffin, GA 30223**  
**4:00 PM**

**Call to Order**

*Chairman Newton Galloway called the meeting to order at 4:09 pm*

Board members present were: Cora Flowers, Bruce Ballard, Charles Gilbert and Pamela Sutton. David, Penland, David Allen, Michelle Haynes, Kelsey Carden, John O’Neal, Stephanie Windham and Christopher Blocker (Land Bank Authority Manager) were also present.

**Approval of Agenda**

*Motion to the amend the agenda for Item #9 Consider Executive Session Pursuant, Pursuant to O.C.G.A. Section 50-14-2(1) for the purpose of consulting and meeting with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved to be conducted after the conclusion of Public Comments by N. Galloway.*

*Second by B. Ballard*

*Motion approved 5-0*

**Approval of Minutes**

1. Approval of the Minutes for the Board Workshop on February 23, 2026

*Motion to approve the Minutes for the Board Workshop on February 23, 2026 by C. Flowers*

*Second by C. Gilbert*

*Motion approved 5-0*

2. Approval of the Minutes for the Regular Scheduled Meeting on February 23, 2026

*Motion to approve the Minutes for the Regular Scheduled Meeting on February 23, 2026 by C. Flowers.*

*Second by C. Gilbert*

*Motion approved 5-0*

**Public Comments**

*At this time, the Chairman opens the floor to comments from the public. Comments should relate to a specific agenda item. Comments related to availability can be directed to Christopher Blocker, Land Bank Authority Manager (678) 544-5292 and [cblocker@cityofgriffin.com](mailto:cblocker@cityofgriffin.com)*

Erick Tinoco of Novvaterra addressed the GSCLBA board regarding the agenda being posted to the GSCLBA website. The notice, meeting agenda and packet was sent on Thursday March 19, 2026 to City Commission, staff, GSCLBA Board Members, Griffin Daily News, and the GSCLBA website provider. The notice was posted outside of the meeting location on Friday, March 20<sup>th</sup>. Christopher will work with the website provider to ensure the meeting agenda is available to the website. Mr. Tinoco addressed his desire to close on his outstanding contracts to acquire 215 N 8<sup>th</sup> St and Collier St Properties A, B and C. Per discussion with David Penland regarding the properties, 215 N 8<sup>th</sup> St has an outstanding title that has been ordered and the Collier St. properties have encroachments on those properties from the neighbors.

No further public comments were given.

*Motion to enter into executive session pursuant to O.C.G.A. Section 50-14-2(1) for the purpose of consulting and meeting with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved by N. Galloway*

*Second by B. Ballard.*

*No further discussion, no objection*

*Motion approved 5-0 at 4:20 pm.*

*Motion to adjourn executive session pursuant to O.C.G.A. Section 50-14-2(1) for the purpose of consulting and meeting with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved by C. Flowers*

*Second by B. Ballard*

*No further discussion, no objection.*

*Motion approved 5-0 at 4:45pm*

## **Report of Finances**

1. Presentation of the GSCLBA FY 2023 and FY 2024 Audit Reports by Mauldin & Jenkins presented by Lucas Hand (Blocker)

*Motion to table presentation of the GSCLBA FY 2023 and FY 2024 Audit Reports by Mauldin & Jenkins presented by Lucas Hand (Blocker) by C. Flowers*

*Second by N. Galloway*

*No further discussion, no objection*

*Motion approved 5-0*

2. Discussion regarding Griffin-Spalding County Land Bank Authority Financial Management regarding payments from the Spalding County Board of Commissioners and City of Griffin (Blocker and Kelsey Carden)

Kelsey Carden, City of Griffin Staff Attorney and Assistant City Manager, addressed the GSCLBA Board regarding payments from Spalding County Board of Commissioner and City of Griffin. When the current interlocal agreement was written there was not an in-house staff person hired. The previous executive directors of the GSCLBA were external from the City of Griffin and Spalding County. Kelsey Carden provided a sample agreement between the airport authority and the City of Griffin that has specific services stated such as human resources, accounting, internal controls, information technology, fleet management and facilities maintenance.

The current interlocal agreement states Spalding County issues payment to the GSCLBA; the agreement is not clear how the budget will be apportioned. During the budget development in 2025, the equitable split would be based upon tax assessed values. The city would pay 53% of the GSCLBA budget and the county would be responsible for the other 46%. The county currently issues monthly checks to the Griffin-Spalding County Land Bank Authority. The budgeted amount does not agree with the actual amount. The county has issued 7 checks at this time. Three checks issued were deposited, three checks are outstanding and 1 check is missing. The City of Griffin has paid approximately \$62,000.00 in GSCLBA expenses. Kelsey believes the land bank currently owes the city and county money for their expenses. There has been significant confusion regarding payments. The City of Griffin is proposing that the financial management is done in the same way as the other co-funded authorities in the city such as the Archives and Airport Authority.

The City of Griffin does a monthly or quarterly reporting and an annual invoice to the other authority boards. The recommendation is to request Spalding County to cancel the outstanding checks, convey funding that has been received by GSCLBA from the County to the City and the City of Griffin invoice Spalding County for any funding that is outstanding. The request of the county is to issue future GSCLBA payments directly to the city. The current interlocal agreement states Spalding County issues payment to the GSCLBA. The interlocal agreement needs to be updated. There is a recommendation to enter into a separate interlocal agreement for services between the GSCLBA and the City of Griffin to handle financial management. The outstanding checks will be deposited. There is potential for an incomplete audit. Bruce Ballard will meet with City of Griffin Finance Director to determine the funding the City is owed. Kelsey Carden will draft the interlocal agreement for services in preparation for the next meeting in April.

There is contrary opinion that there should be continuation of separation of the finances and the process should remain the same as written in the current interlocal agreement.

*No board action required or taken*

*Motion to presentation of the GSCLBA FY 2023 and FY 2024 Audit Reports by Mauldin & Jenkins presented by Lucas Hand (Blocker) by C. Flowers*

1. Presentation of the GSCLBA FY 2023 and FY 2024 Audit Reports by Mauldin & Jenkins presented by Lucas Hand.

Lucas Hand, Senior Manager Mauldin & Jenkins, presented to the GSCLBA Board. Mauldin & Jenkins issued a compliance report. Mauldin & Jenkins had a few repeated

findings such as a segregation of duties. The accounting accrual procedures were not properly accounted for. The sales and the redemptions listings were not maintained. The hiring of a new director will help resolve some of the managerial issues for the land bank. There was very little revenue earned due to absence of a director and not selling property. The City of Griffin and Spalding County were not giving funding to the GSCLBA. The authority has received a clean audit and management was cooperative during the audit.

*No board action required or taken*

3. Presentation of the February 2026 Financial Statements (Ballard)

Bruce Ballard reported in monthly account balances. The Public Fund Account has remained unchanged for the past year. The account balance is \$17,994.01. There was no revenue in February 2026. There were payments made to the Google account and Quickbooks account in the amounts of \$58.80 and \$38.00. Bruce will be depositing the outstanding checks that are payable to the GSCLBA from Spalding County.

*Motion to approve February 2026 Financial Statements by P. Sutton*

*Second by C. Gilbert*

*No further discussion and no objection*

*Motion approved 5-0*

4. Presentation of the City of Griffin FY 2026 Budget Balance

Christopher Blocker discussed and reviewed the City of Griffin FY 2026 budget balances. The total budget remaining is \$165,390.93 due to available funds in legal, disposal, insurance and lawn care services.

*No board action required or taken*

## Regular Agenda

1. Update the Board on the request by GSCLBA to the City of Griffin and Spalding County Boards of Commissioners to amend the current interlocal agreement (Penland)

David Penland has presented proposed interlocal agreement. David has requested feedback from the City of Griffin and Spalding County legal counsel for feedback regarding the proposed agreement. The goal for this document is to be approved by the April 27, 2026 Regular Scheduled Meeting. Kelsey Carden has provided feedback thus far and David has not received any feedback from the County. David anticipates there will be significant revisions from both parties. Kelsey Carden is requesting the City, the County and GSCLBA be able to place covenants on the property as necessary. Kelsey is requesting changes for finance, administrative procedures and reporting.

*No board action required or taken.*

2. Consider the adoption of the Griffin-Spalding County Land Bank Authority Board Policies (Blocker and Penland)

*No board action required or taken*

3. Consider a Notification of Award for RFP 26-005: Lawn, Ground, Tree Maintenance, Trash and Debris Removal Services

In response to the discussion during the Griffin-Spalding County Land Bank Authority Meeting regarding RFP 26-005: Lawn, Ground, Tree Maintenance, Trash and Debris Removal Services, Christopher Blocker put out an addendum to the RFP 26-005. In the addendum, there was a reduction in the total number of lots to be maintained and a reduction in frequency of the maintenance from bi-weekly to monthly and on-call from November 1 through February 28. Upon review of the addendum responses and the scoring evaluations from the review committee, the lowest bidder is not the most responsive. The board should consider tabling this award until the budget from FY 2026 -2027 is approved by the City of Griffin. Christopher shall meet with legal counsel to discuss procurement guidelines.

*Motion to table Notification of Award for RFP 26-005: Lawn, Ground, Tree Maintenance, Trash and Debris Removal Services by Newton Galloway.*

*Second by B. Ballard*

*No further discussion, no objection*

*Motion approved 5-0*

4. Update the GSCLBA Board on request to Spalding County Board of Commissioners regarding owner-occupancy waiver request for the sale of 522 Meriwether St and security matters related to the property (Blocker and M. Haynes)

Christopher Blocker and Newton Galloway received the architectural design plans and rendering from the proposed developer for 522 Meriwether St. Christopher has made a request to Spalding County Board of Commissioners to request to be included on the agenda for the April Board Workshop on April 6 to request owner occupancy waiver.

The City of Griffin Code Enforcement and Police Department responded to a suspected animal cruelty case the week of March 9<sup>th</sup>. This property is heavily vandalized and there has been illegal entry into the building with squatters evident. The City of Griffin staff is requesting security cameras to be placed on site and the execution of a trespassing affidavit to allow for the City of Griffin Police Department to arrest trespassers. Code enforcement can install a camera at that location at no cost to the GSCLBA. There are no “No Trespassing” signs posted.

*Motion to cooperate with the City of Griffin Code Enforcement Department to install a camera at 522 Meriwether St. and install No Trespassing Signs and execute the trespassing affidavit after a period of 7 days by N. Galloway.*

*Second by C. Flowers*

*No further discussion and no objection*

*Christopher Blocker should execute the affidavit.*

*Motion passed 5-0*

5. Update the GSCLBA Board on closings, contracts pending and properties to be redeemed (Blocker and Penland)

Christopher Blocker presented an update to the Land Bank Authority Manager Workplan from 2025-2026. In the plan included properties with outstanding contracts and properties to be conveyed to the following entities: City of Griffin, Spalding County, City of Griffin Urban Redevelopment Agency, Griffin Area-Habitat for Humanity and private acquisition. The plan

shows which properties have completed the foreclosure of the right of redemption, outstanding contracts, title work status and disposal method.

*No further discussion, no objection*

*Motion approved 5-0*

6. Consider the extension of the moratorium for sales agreement for current properties in the Griffin-Spalding County Land Bank Authority inventory (Blocker)

*Motion to consider the extension of the moratorium for sales agreement for current properties in the Griffin-Spalding County Land Bank Authority inventory by N, Galloway*

*Second by C. Flowers*

*Motion approved 5-0*

7. Consider resolution to authorize Land Bank Authority Manager to execute Quitclaim Deeds from the Griffin-Spalding County Land Bank Authority to purchasers pursuant to contacts for the sale of real property. (Galloway)

It is difficult for the Chairman and Vice Chairwoman to execute the Quitclaim Deeds on behalf of the board. The sale of real property has been approved by the board , the board shall consider allowing the Land Bank Authority Manager to sign the Quitclaim Deeds.

*Motion to authorize Land Bank Authority Manager to execute Quitclaim Deeds from the Griffin-Spalding County Land Bank Authority to purchasers pursuant to contacts for the sale of real property by N. Galloway.*

*Second by C. Flowers*

*Motion approved 5-0*

8. Consider the execution of the representation agreement to retain service with Beck, Owen & Murray for David Penland to serve as legal counsel for the Griffin-Spalding County Land Bank Authority.

David Penland is stepping down as the Legal Counsel of the Griffin-Spalding County Land Bank Authority due to an evolving practice and dwindling availability. John O’Neal is an associate with Beck, Owen & Murray who has significant experience in municipal

representation with other authorities. Janice Wallace will be supporting as a real estate partner. David Penland believes it is not in the best interest of the GSCLBA or Beck, Owen & Murray to have a flat rate for title certificates/opinions. There can be an addendum included for the representation agreement to include the fee schedule.

There is a discrepancy on whether Beck, Owen and Murray was appointed as the GSCLBA legal counsel annually. There should be metrics included in the representation agreement. The Land Bank Manager should have more consistent access to legal counsel rather than an on-demand service.

*Motion to consider the execution of the representation agreement to retain service with Beck, Owen & Murray for John O'Neal to serve as legal counsel for the Griffin-Spalding County Land Bank Authority by C. Flowers*

*Second by Newton Galloway*

The minutes from the previous meeting shall be reviewed to determine if Beck, Owen & Murray was appointed to be the GSCLBA legal counsel.

*Motion to table the consideration for the executive of the representation agreement to retain service with Beck, Owen & Murray for John O'Neal to serve as legal counsel for the Griffin-Spalding County Land Bank Authority by C. Gilbert.*

*Second by N. Galloway*

*Motion approved by 3-2*

*Motion to adjourn 6:20 pm*

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

3. Approval of the Minutes for the Regular Scheduled Meeting on April 27, 2026

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026

ATTACHMENTS:

[GSCLBA-RSM Minutes-4.27.26.docx](#)

**Regular Scheduled Meeting-After Agenda**  
**Griffin-Spalding County Land Bank Authority**  
**April 27, 2026**  
**One Griffin Center 100 S. Hill St Griffin, GA 30223**  
**4:00 PM**

**Call to Order**

*Chairman Newton Galloway called the meeting to order at 4:10pm.*

Board members present were: Cora Flowers, Bruce Ballard, Pamela Sutton. David Allen, Michelle Haynes, John O’Neal and Christopher Blocker (Land Bank Authority Manager) were also present.

**Approval of Agenda**

*Motion to approve the agenda made by C. Flowers*

*Second by P. Sutton*

*Motion approved, 4-0*

**Approval of Minutes**

1. Approval of Minutes for the Board Workshop of March 23, 2026

There is a correction request for the minutes. The meeting started at “1:00 pm and not 10:00 AM”. The meeting was not adjourned at 4:04pm, the meeting was tabled and was not later adjourned after the Regular Scheduled Meeting. The meeting started at 3:00pm.

*No board action taken*

2. Approval of the Minutes for Regular Scheduled Meeting on March 23, 2026

There is a correction request for the minutes. In regards to Item #8 on the agenda regarding the representation agreement for Beck, Owen & Murray. There was a motion to approve the consideration the execution of the representation agreement and there was a second motion to table the discussion of the execution, which is what passed. The motion to approve the representation agreement passed. Christopher should review the recording and the minutes need to reflect the motion appropriately.

In regards to Item #2, the statement “the land bank currently owes the city and county money for their expenses” needs to be removed because this statement is not true. The county current pays the Land Bank Authority. The Land Bank owes the city for the money that the county has provided. The minutes in regards to this statement need to reflect the speakers opinion. Christopher needs to review the recording to revise the minutes and present at the next meeting.

*No board action taken.*

3. Approval of the Minutes from the Board Workshop scheduled on April 20, 2026

*Motion to approve the Minutes from the Board Workshop scheduled on Apri 20, 2026  
by C. Flowers*

*Second by N. Galloway*

*Motion approved 4-0*

## **Public Comments**

*At this time the Chairman opens the floor to comments from the public. Comments should relate to a specific agenda item. Comments related to availability can be directed to Christopher Blocker, Land Bank Authority Manager (678) 544-5292 and [cblocker@cityofgriffin.com](mailto:cblocker@cityofgriffin.com).*

Valerie Yarborough, 209 Ella Cir Griffin, GA addressed the GSCLBA Board in regards to 211 Ella Cir which is the property next to her address. Ms. Yarborough and her son made an inquiry to the GSCLBA Board to attempt to purchase the property in 2021 and later found out that the lot had been sold. Ms. Yarborough is requesting an enforcement action to be taken against the current owners because the lots have not been improved since the lot was conveyed to owner in 2021. This lot is currently owned by Mr. and Mrs. Jackson. Ms. Yarborough did not have a contract with the land bank authority to purchase the property.

The purchaser had an obligation to construct a house on this property which has not occurred. The GSCLBA Board can purchase this property for the amount stated in the contract. Christopher needs to investigate the status of the development and the GSCLBA will reach out to Ms. Yarborough regarding next steps for potential purchase. There needs to be a review of the minutes to determine if the GSCLBA approved the sale of the property.

Damonica Banks, 224 Central Lake Cir, Griffin, GA inquired about the property located at 1523 S. Walker Mill Rd to inquire about pricing and the process to obtain the

property. This property is land locked and Ms. Banks does not own or live in the properties that abuts this address.

Cierra Slaton, 1523 S. Walkers Mill Rd, inquired about the property that he was approved for 309 N. 17<sup>th</sup> St. There was no contract in the file regarding his approval however the minutes reflect the approval for Mr. Slaton's purchase. David Penland expressed to Christopher that this foreclosure has been delayed due to outstanding title issues. Christopher met with Janice Wallace to remedy the title issue and foreclose upon this property. Christopher has spoken to Mr. Slaton on numerous occasions. The tax debtors are deceased. Christopher anticipates foreclosure of this property on July 15, 2026. The intent of the board is to honor Mr. Slaton's contract.

### **Regular Agenda**

1. Consider rescheduling the Regular Scheduled Meeting from Monday, May 25, 2026 to Wednesday May 27<sup>th</sup> at 4pm.

Monday, May 25, 2026 is Memorial Day. Christopher recommends rescheduling the meeting to Wednesday, May 27 2026 at 4:00 pm.

*Motion to approve rescheduling the Regular Scheduled Meeting from Monday, May 25, 2026 to Wednesday May 27<sup>th</sup> at 4pm by C. Flowers*

*Second by N. Galloway*

*Motion approved 4-0*

2. Presentation of the Griffin-Spalding County Land Bank Authority Tax Sales Overview Marketing Video presented by Metro Southern Media

Christopher Blocker presented a video to inform the public about the tax sales process and the steps required for redemption. The feedback given was positive. There was a request that the petition for quiet title is a responsibility for the purchaser. The video is very user-friendly. There needs to be a recap or summary included in the video.

*No board action required or taken*

3. Consider the acceptance of the Second Amended and Restated Interlocal Cooperation Agreement to Establish the Griffin-Spalding County Land Bank Authority to be presented to City of Griffin and Spalding County Boards of Commissioners

Christopher Blocker and John O'Neal presented the Second Amended and Restated Interlocal Cooperation Agreement to Establish the Griffin-Spalding County Land Bank Authority. Kelsey Carden, Assistant City Manager and City Staff Attorney has proved

feedback regarding this agreement and has presented her recommended changes. The board is not required to approve this document.

There was a discussion about the powers of the GSCLBA once the GSCLBA adopted the 2012 Land Bank Authority Act. There was a review of the current interlocal agreement and the interlocal agreement that was presented. The budget was prepared pro-rata based on the appraisal of the properties and question what would happen if either government does not agree to specific line items. The budget is based on 55% of the budget from the City of Griffin and 45% from Spalding County.

The disbursement of funds process and frequency needs to be included in the Interlocal Agreement to ensure that the GSCLBA is funded. The interlocal agreement does not state whether the interlocal agreement is on a fiscal or calendar year. Currently, the county issues a check monthly, City of Griffin does not pay the GSCLBA directly. There were questions about the role of the treasurer. The treasurer formerly handled all of the financial transactions for the authority. The bills were tracked using the Quicken software. Dual managed finances are difficult to account for from the perspective of the treasurer . There needs to be clear identification of the role of treasurer. The more parties that are responsible for financial management can lead to potential error. The county is following the current interlocal agreement. There is very vague language in the current interlocal agreement draft.

*Motion to recommend the adoption of interlocal agreement as stated with the following concerns: 1. Clarification of management of funds, 2. Standardization of payment mechanism to both governments by N. Galloway.*

*Second by C. Flowers*

*Motion approved 4-0*

A treasurer may not be needed going forward. A treasurer may be appropriate to manage funds from sales proceeds and application revenue. Christopher Blocker was not appointed to be secretary of the board. The proposed interlocal agreement does not require a treasurer. The City of Griffin Finance department serves as the internal controls for the Land Bank's finances that paid by the city. The treasurer role might serve as the internal controls for future revenue.

#### 4. Consider the acceptance of the City of Griffin and GSCLBA Interlocal Agreement

An interlocal agreement between the City of Griffin and the Griffin Spalding County Land Bank Authority was presented. This agreement is in regards to administrative

services such as human resources, accounting, information technology, finance etc. There was a question about whether the GSCLBA will be billed. The GSCLBA will not receive a monthly invoice for these services. The City of Griffin has issued an invoice to GSCLBA for services provided as of March 2026. This document was presented as a result of the discussion during the March 2026 Regular Scheduled Meeting.

*Motion to table the acceptance of the City of Griffin and GSCLBA Interlocal Agreement for Services by N. Galloway*

*Second by C. Flowers*

*Motion approved 4-0*

The City of Griffin Finance staff, Bruce Ballard, John O'Neal, Kelsey Carden and Christopher Blocker met in March to discuss the details related to invoicing for services rendered as of March 2026. There are concerns about how the finances are managed. It seems the GSCLBA are managed as a city department rather than an authority. There needs to be a central accounting process and mechanism. There should be accounting and financial autonomy.

There was a discussion about taxation. The GSCLBA is able to receive revenue from taxes for the first 5 years under the Georgia Land Bank Authority Act of 2012. In the interlocal agreement that was presented, the authority did not request any percentage for taxation. The Land Bank Authority does not have consistent revenue and revenue are undetermined. There are other land banks in Georgia that are funded by tax revenue. One goal of the GSCLBA should be financially viable. The price of the lots does not allow for financial self-sufficiency. The Land Bank Authority needs to ask for a portion of the tax allocation in the new draft interlocal agreement.

*Motion to request a portion of the tax allocation listed in Article XI, Section E of the interlocal agreement by N. Galloway*

*Second by C. Flowers*

*Motion approved 4-0*

The Land Bank Authority will not receive an invoice from the city directly. The Land Bank Authority will be charged for services. Christopher should provide the board a monthly budget report.

5. Consider the remittance of payment to the City of Griffin for GSCLBA expenses incurred in Fiscal Year 2026 and request to Spalding County Board of Commissioners for future payments.

The GSCLBA has incurred \$137,342.49 in expenses as of March 2026. The City of Griffin has invoiced the GSCLBA seeking \$62,218.84 reimbursement. Spalding County has provided monthly checks to GSCLBA through March 2026.

*Motion to approve payment of \$62,218.84 to City of Griffin pursuant to the invoice provided to the GSCLBA by City of Griffin Finance by N. Galloway*

*Second by B. Ballard*

*No further discussion and no objection*

*Motion approved 4-0*

6. Consider a Notification of Award for RFP 26-005: Lawn, Ground, Tree Maintenance and Trash Removal Services.

The GSCLBA issued RFP 26-005: Lawn, Ground, Tree Maintenance and Trash Removal Services. EdTech Integrations was the lowest bidder and the most responsive as determined by the review committee consisting of: Pamela Sutton, Bruce Ballard and Christopher Blocker. The contract was drafted by the Beck, Owen & Murray. The scope of services included in the contract is what is written in the addendum submission. The addendum will be included as an attachment for the contract. The contract should be based on the fiscal year rather than the calendar year due to the budget process. This agreement is only for the properties only listed in the city.

Most of properties that are included in the RFP have not foreclosed of the right of redemption therefore the GSCLBA should not be maintaining them. There is no limit specified during the on-call period. There is an assumption November through February 28<sup>th</sup>, no services would be provided by the contractor. The GSCLBA should not enter properties that have not yet been foreclosed. The City of Griffin Public Works does not have the staff capacity to maintain the lots in the interim. The GSCLBA has received complaints about lots from citizens. Maintenance on the lots will be considered trespassing until the redemption has been completed. Several properties have been successfully foreclosed however there are over 200 lots in the City of Griffin.

The lots can be a nuisance to the neighborhood. There is potential for lawsuit. The City of Griffin has requested for the GSCLBA to procure a service provider to maintain the lots. It is unlikely there will be a cause of action taken by the previous owner to maintain the lots. The law specifically states that the GSCLBA cannot make improvements to the lots. There needs to be consistency with a maintenance schedule and procedure for maintenance. A new agreement will be presented to include the properties to be maintained.

*Motion to table the consideration of the Notification of Award for RFP 26-005: Lawn, Ground, Tree Maintenance and Trash Removal Services by B. Ballard*

*Second by C. Flowers*

*No further discussion and no objection*

*Motion approved 4-0*

7. Consider the adoption of the Griffin-Spalding County Land Bank Authority Board Policies

The board has reviewed every section of policies with the exception of Side Lot Program. The goal should be to complete this policy adoption. The board should have a special called meeting to review and adopt these policies.

*Motion to table the adoption of the Griffin-Spalding County Land Bank Authority Board Policies to a Special Called meeting to be set before May 15<sup>th</sup> by C. Flowers.*

*Second by P. Sutton*

*Motion approved 4-0*

8. Update the GSCLBA Board on closings, contracts pending and properties to be redeemed
  - a. Contracts pending and closings
    1. 108 Hillsborough Ct (County)
    2. 110 Davidson Cir (County)
    3. 47 Dundee Lake Cir (County)
    4. 808 Hallyburton St ( City)
  
  - b. Properties that were successfully foreclosed and redeemed as of April 15, 2026
    1. 446 Belle St
    2. 552 Belle St
    3. 1005 Meriwether St
    4. 1009 Meriwether St
    5. 645 W. Quilly St
    6. 0 Scales St
    7. 702 Scales
    8. 822 Williams St
    9. 830 Williams St
  
  - c. Open Rights of Redemption with expected foreclosure and redemption on July 15, 2026
    1. 309 N. 17<sup>th</sup> St. (City)
    2. 215 N 8<sup>th</sup> St (City)
    3. 621 Williams St
    4. 98 Callie Rd
    5. 134 Callie Rd
    6. 135 Callie Rd
    7. 0 Callie Rd-Pin (114 04013) (County)
    8. 168 Davidson Cir (County)
    9. 178 Davidson Cir (County)
    10. 195 Davidson Cir (County)
    11. 199 Davidson Cir (County)
    12. 207 Eastbrook Ave (County)
    13. 317 Eastbrook Ave (County)
    14. 319 Eastbrook Ave (County)
    15. 1601 Moreland Rd (County)
    16. 107 Valley Dr (County)
    17. 110 Valley Dr. (County)
    18. 111 Valley Dr (County)

In regards to Items 8a, there were 3 closings on Friday, April 24, 2026. In regards to Item 8b, those properties were successfully foreclosed as of April 15, 2026. In regards Item 8c those properties will be foreclosed as of July 15, 2026 and may be available of the inventory after the foreclosure date.

*No board action required or taken.*

## **Report of Finances**

### **1. Presentation of the March 2026 Financial Statements**

The GSCLBA started the month of March with a balance of \$44,401.95, the checks issued were for the City of Griffin utilities in the amount of \$139.72. The Google and Quicken debits total to \$96.80. The monthly ending balance was \$70,915.44. The sales proceeds for the closings in April included \$5,000.00 for 108 Hillsborough Ct; \$1,500.00 for 110 Davidson Cir and \$6,000.00 for 47 Dundee Lake Cir. The public fund checking account remains unchanged at \$17,994.01

*Motion to approve March 2026 Financial Statements by N. Galloway*

*Second by P. Sutton*

*No further discussion or objection*

*Motion approved 4-0*

### **2. Presentation of City of Griffin FY 2026 Budget Balance**

There is a budget balance remaining for \$174,818,47 in FY 2026

*No board action required or taken*

## **Authority Members Comments**

There is consensus that the meetings need to be shorter. Policies and procedures need to be completed to show the GSCLBA is ready to convey properties.

**Adjourn**

*Motion to adjourn by C. Flowers*

*Second by B. Ballard*

*No further discussion and no objection*

*Meeting adjourned at 6:31 pm*

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

1. Consider the acceptance of the Second Amended and Restated Interlocal Cooperation to Establish the Griffin-Spalding County Land Bank Authority to be presented to City of Griffin and Spalding County Boards of Commissioners (O'Neal and Blocker)

### **Submitted By:**

Christopher Blocker

### **Meeting Date:**

27/05/2026

### ATTACHMENTS:

[2026 Amended and Restated Interlocal Agreement-Draft 5.27.26.docx](#)

STATE OF GEORGIA

SPALDING COUNTY

SECOND AMENDED AND RESTATED INTERLOCAL COOPERATION  
AGREEMENT TO ESTABLISH AND MAINTAIN  
THE GRIFFIN-SPALDING COUNTY LAND BANK AUTHORITY

The Interlocal Cooperation Agreement to Establish the Griffin-Spalding County Land Bank Authority entered into the 17<sup>th</sup> day of November, 2008, and later amended on the 23<sup>rd</sup> day of February, 2021, is hereby AMENDED this \_\_\_ day of \_\_\_\_\_2026, by and between the CITY OF GRIFFIN (hereinafter “CITY”), a municipal corporation organized and existing under the laws of the State of Georgia and SPALDING COUNTY, GEORGIA (hereinafter “COUNTY”), a political subdivision of the State of Georgia (collectively “the PARTIES”).

**WHEREAS**, there are numerous properties in the CITY and COUNTY which are tax delinquent properties, nonrevenue-generating and non-tax producing;

**WHEREAS**, such properties contribute to blight and deterioration in the community and constitute an economic burden thereto;

**WHEREAS**, the Griffin-Spalding County Land Bank Authority (hereinafter “the AUTHORITY”) was created on the 17<sup>th</sup> day of November, 2008, pursuant to Section 48-4-61 of the Official Code of Georgia Annotated by that Interlocal Cooperation Agreement between the City and the County;

**WHEREAS**, Section 48-4-100 et seq. of the Official Code of Georgia Annotated (hereinafter the “Land Bank Act”) authorizes any Georgia Land Bank Authority created prior to July 1, 2012, to continue in existence in accordance with the provisions of the Land Bank Act upon the unanimous consent of the AUTHORITY’S Board of Directors;

**WHEREAS**, on the 25<sup>th</sup> day of August, 2025, in accordance with Section 48-4-104(j) of the Land Bank Act, the Board of Directors of the AUTHORITY unanimously resolved to continue in existence according to the provisions of the Land Bank Act;

**WHEREAS**, the AUTHORITY shall continue to exist pursuant to this Amended and Restated

Interlocal Cooperation Agreement; and

WHEREAS title to all assets and inventory held by the AUTHORITY prior to the date of this Interlocal Cooperation Agreement shall continue to be held by the AUTHORITY, and management and disposition of such inventory shall be subject to the provisions of the Land Bank Act and this Interlocal Cooperation Agreement, including the tax allocation program authorized in Section 48-4-110(c) of the Land Bank Act and Article XI, Section E of this Interlocal Cooperation Agreement.

**NOW THEREFORE**, in consideration of the sum of ONE DOLLAR (\$1.00) in hand paid and mutual promises contained herein, the CITY and COUNTY, as parties hereto, do hereby agree as follows:

ARTICLE I  
ESTABLISHMENT AND PURPOSE

There is hereby established the GRIFFIN SPALDING COUNTY LAND BANK AUTHORITY (hereinafter “the AUTHORITY”) pursuant to O.C.G.A. §48-4-100 *et seq.*, the purpose of which is to acquire the tax delinquent properties situated in the CITY and COUNTY and any property located within the CITY and COUNTY otherwise deeded to the AUTHORITY in order to foster the public purpose of returning land which is in a nonrevenue-generating, nontax-producing status to an effective utilization status or of returning real property otherwise underutilized to such status in order to provide affordable housing, new trade, commerce, industry and employment opportunities for the citizens of the CITY and COUNTY. In carrying out this purpose the AUTHORITY shall, in accordance with applicable laws and codes, acquire title to certain tax delinquent properties, and any other properties deeded to it, which it will inventory, organize and classify on the basis of Suitability for Use, manage, maintain, protect, rent, lease, repair, insure, alter, sell, trade, exchange or otherwise dispose of under such terms and conditions as determined in the discretion of the AUTHORITY, pursuant to the terms of this Agreement. In further carrying out this purpose, the AUTHORITY may extinguish past due tax liens filed by the PARTIES in their tax collection capacities, in accordance with the guidelines contained herein.

ARTICLE II  
DEFINITIONS

The following terms used or referred to in this Agreement shall have the respective meanings:

“Abatement Liens” shall mean liens filed by a public officer of the CITY or COUNTY against real property arising from enforcement actions brought against substandard houses and structures under ordinances adopted pursuant to O.C.G.A. §41-2-9(a)(7).

“Appraisal” shall mean a valuation or an estimation of value of property by the Spalding County Tax Assessor, as assessed in the most recent tax bill levied by the Spalding County Tax Commissioner.

“Assets” shall mean everything which can be made available for the payment of the AUTHORITY’S debts; for the purpose of this Agreement, assets shall include any monetary contributions made by each party, all personal and real property owned by the AUTHORITY, and all property sales proceeds that have been distributed to the account of the AUTHORITY;

“Board” shall mean the Board of Directors of the AUTHORITY.

“City Property” shall refer to any real property located within the corporate boundaries of the City, including any improvements thereon.

“Cost” shall mean any authorized expenditure more specifically described in Article XI, Section C of this Agreement.

“County Property” shall refer to any real property, including any improvements thereon, located within the jurisdictional boundaries of the County, but outside the City or any other incorporated area within the County.

“Expenditure” shall mean any authorized expenditure more specifically described in Article XI, Section C of this Agreement.

“Inventory” shall mean a detailed listing of properties owned by the AUTHORITY that shall include, but not be limited to, the address of the property, its appraised value and the requisite information to determine suitability of use.

“Person” shall mean an individual, partnership, corporation, joint venture, association, authority,

or other legal entity recognized by the laws of the State of Georgia.

“Personal Property” shall mean everything that is subject of ownership by the AUTHORITY, not coming under the denomination of real property.

“Property” shall mean real property, including any improvements thereon.

“Public Purpose” or “Public Use” shall mean a public purpose or public use that has for its objective the promotion of the public health, safety and general welfare; broad deference shall be granted the legislative determination of whether a public purpose or use exists or will be bestowed, the essential requisite being that a public purpose or use shall affect the County and/or the City as a whole and not merely provide primary benefit for private persons.

“Special Assessment” shall mean fees assigned against and levied upon property by the City or County for sanitary purposes; the clearance of weeds or vegetative overgrowth; the removal and disposal of solid wastes; curb, street, road and sidewalk construction and maintenance, and construction, installation and maintenance of sanitary sewer and storm water sewers and facilities.

“Suitability for Use” shall refer to the determination made by the AUTHORITY of the appropriate use for each property that it administers; said determination shall be based upon factors such as existing zoning, lot topography and configuration as it relates to the development regulations of the appropriate jurisdiction, access to transportation, public utilities and water and sewer facilities, surrounding land uses and the intensity of those uses and other accepted planning and development principals.

“Tax Deed” shall refer to the deed made by the Tax Commissioner or Tax Collector pursuant to a tax foreclosure sale conducted in accordance with Georgia Law.

“Tax Delinquent Property” shall mean any property on which the taxes levied and assessed by any party remain in whole or in part unpaid on the date due and payable. For the purposes of this Agreement, a property shall be considered tax delinquent if taxes remain unpaid as of January 1<sup>st</sup> of the year following the last outstanding tax bill.

“Tax Sale Cycle” shall mean the process prescribed by the laws of the State of Georgia to bring tax delinquent properties to foreclosure sale by the Spalding County Tax Commissioner.

ARTICLE III  
BOARD TO GOVERN AUTHORITY; MEMBERS;  
MEETINGS; ORGANIZATION; STAFF

A. Governing Board

The AUTHORITY shall be governed by the Griffin-Spalding County Land Bank Authority Board of Directors (hereinafter “the Board”). The Board shall be composed of five (5) members: two (2) members appointed by the Board of Commissioners of the City, two (2) members appointed by the Board of Commissioners of the County, and one member filled by jointly appointing a member of the Griffin-Spalding County Board of Education or an administrative employee of the Griffin-Spalding County School District nominated by the Griffin-Spalding County Board of Education. Each member shall serve at the pleasure of the respective appointing authority for a term of four (4) years and shall serve without compensation. The members shall be residents of the COUNTY and may be employees of the PARTIES. Any vacancy on the Board shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

B. Board Meetings

The Board shall meet from time to time as required, and the presence of three (3) members shall constitute a quorum. Unless meeting pursuant to an adopted regular meeting schedule, all meetings shall be called and noticed in accordance with the Georgia Open Meetings Law. Approval by a majority of the Board members then in office shall be necessary for any action to be taken by the AUTHORITY. All meetings of the Board shall be open to the public, except as otherwise provided by Chapter 14 of Title 50, and a written record shall be maintained of all meetings. A chairperson shall be elected annually at the first meeting of the Board from among its members.

C. Board Personnel

The AUTHORITY may employ its own staff or may utilize employees of the PARTIES, as

determined and agreed upon by the PARTIES and as set forth hereinafter. The Board shall appoint a Secretary who shall keep and record all Minutes and official records of Board actions and activities.

ARTICLE IV  
POWERS OF THE AUTHORITY

The AUTHORITY shall be a public body corporate and politic with the power to sue and be sued, to accept and issue deeds to real property in its name, to institute quia timet actions and shall have any other powers necessary and incidental to carry out the powers granted by O.C.G.A. §48-4-100, *et seq.*, the Georgia Land Bank Authorities Act.

ARTICLE V  
ACQUISITION OF PROPERTY

The AUTHORITY shall have the power to acquire property in any manner and by any method believed to foster the public purpose of the Act, including, but not limited to:

1. Acceptance of donations of property from the PARTIES or from Persons; such procedures may include the imposition of “processing fees” to cover the costs of title examinations or other related expenses;
2. Purchase from the PARTIES or from Persons upon such terms as the AUTHORITY deems to be in the best interest of the AUTHORITY and to be in furtherance of the purposes of this Agreement and the Act;
3. Acceptance of forfeited property pursuant to O.C.G.A. §16-13-49(u)(2.1)(D);
4. The AUTHORITY may negotiate acquisition of property directly from the PARTIES or from Persons upon such terms as the AUTHORITY deems to be in the best interest of the AUTHORITY and to be in furtherance of the purpose of this Agreement;
5. As to property which is tax delinquent but not yet foreclosed upon, the AUTHORITY may request the Spalding County Tax Commissioner to initiate judicial in rem tax foreclosure procedures and may enter into commitments to acquire property at such proceedings in accordance with state law. The PARTIES, together with the AUTHORITY, shall assist in the foreclosure of the tax

liens against these properties;

6. If either the CITY or the COUNTY obtains a judgment against a tax delinquent property within the COUNTY for taxes and, to satisfy the judgment, the property is ordered sold at a tax sale, the AUTHORITY may tender one bid at such sale and such bid shall comprise the AUTHORITY'S commitment to pay not more than all costs of the sale and its assumption of liability for all taxes, accrued interest thereon, and penalties, and, if there is no other bid, the Tax Commissioner shall accept the AUTHORITY'S bid and make a deed of the property to the AUTHORITY. In assuming liability for all taxes, accrued interest and penalties thereon, payment thereof shall be deferred until such time as the AUTHORITY determines disposition of the property in accordance with Article VII.

In accordance with the provisions of O.C.G.A. §48-4-106, the AUTHORITY shall have the right to foreclose the right to redeem property at any time after the twelve (12) month redemption period has expired pursuant to O.C.G.A. §48-4-65. Notwithstanding the foregoing provisions of this subsection, the right of redemption shall automatically terminate and expire upon failure to redeem in accordance with O.C.G.A. §48-4-81 where the tax sale was conducted pursuant to the provisions of O.C.G.A. §48-4-75 *et seq.* governing judicial in rem tax foreclosures.

## ARTICLE VI ADMINISTRATION OF PROPERTIES

### A. Title

The AUTHORITY shall hold in its own name, for the benefit of the CITY and COUNTY, all properties conveyed to it by the PARTIES, all tax delinquent properties acquired by it pursuant to O.C.G.A. §48-4-100 *et seq.*, all properties conveyed to it pursuant to O.C.G.A. §16-13-49(u)(2.1)(D), and all properties otherwise acquired.

### B. Administration of Property

The AUTHORITY shall administer the properties acquired by it as follows:

1. All property acquired by the AUTHORITY shall be inventoried and appraised, and the

Inventory shall be maintained as a public record;

2. The AUTHORITY shall organize and classify the property on the basis of Suitability for Use;

3. The AUTHORITY shall maintain all property held by it in accordance with applicable laws and codes;

4. The AUTHORITY shall have the power to manage, maintain, protect, rent, lease, repair, insure, alter, sell, trade, exchange, or otherwise dispose of any property in its inventory on terms and conditions determined in the discretion of and subject to the policies and procedures of the AUTHORITY;

5. The AUTHORITY may assemble tracts or parcels of property for public parks, preservation of greenspace or open space, protection of the environment, or other public purposes and to that end may exchange parcels and otherwise effectuate the purposes set forth herein.

6. The acquisition or disposal of property by the AUTHORITY shall not be governed or controlled by any ordinance or regulation of the PARTIES, except applicable zoning, development regulations and utility policies, unless specifically provided herein or in a subsequent modification of this agreement, and transfers of property by the PARTIES shall be treated as transfers to a body politic as contemplated by subparagraph (a)(2)(A) of O.C.G.A. §36-9-3.

7. Notwithstanding the above, in the disposition and acquisition of property, the AUTHORITY shall consider and prioritize the development goals and objectives of the CITY and COUNTY to include, but not be limited to, the transfer of property to the CITY, COUNTY, or other public entities upon request by the same.

ARTICLE VII  
DISPOSITION OF PROPERTY

A. Authority to Convey

Property held by the AUTHORITY may be sold, traded, exchanged, or otherwise disposed of by the AUTHORITY so long as the disposition is approved by the majority of the AUTHORITY membership

as required in Article III hereinabove and approved as follows:

1. If the property is located within the CITY, approved by both AUTHORITY members appointed by the Board of Commissioners of the City and one of the AUTHORITY members appointed by the Board of Commissioners of the County;
2. If the property is located within the COUNTY, but outside the CITY, approved by both AUTHORITY members appointed by the Board of Commissioners of the County and one of the AUTHORITY members appointed by the Board of Commissioners of the City.

**B. Criteria for Conveyance**

Property owned by the AUTHORITY shall be conveyed in accordance with the Land Bank Act and according to criteria determined by the Board and contained in the policies and procedures adopted by the Board. The Board may adopt policies and procedures that set forth priorities for a transferee's use of Real Property conveyed by the Land Bank, including, but not limited to, affordable housing and commercial development. Upon the adoption of policies and procedures by the Board, said policies and procedures shall be attached hereto as an Exhibit to this Agreement.

**C. Establishing Sales Price**

Pursuant to O.C.G.A. §48-4-109, the sales price of AUTHORITY property shall be set by the AUTHORITY.

**D. Disbursement of Sales Proceeds:**

The proceeds, if any, from the sale or transfer of Real Property by the AUTHORITY shall be retained, expended, or transferred by the AUTHORITY as determined by the Board in the best interests of the AUTHORITY and in accordance with the Land Bank Act.

**E. Extinguishing Taxes**

The AUTHORITY shall have the power at the time it sells or otherwise disposes of property to extinguish all CITY and COUNTY taxes pursuant to the provisions of O.C.G.A. § 48-4-112; provided, however, the AUTHORITY shall not extinguish any delinquent school district taxes then owed without

first obtaining the consent, by resolution, of the Griffin- Spalding County Board of Education. In determining whether or not to extinguish CITY and COUNTY taxes, the AUTHORITY shall consider the public benefit to be gained by tax forgiveness with primary consideration given to purchasers who intend to build or rehabilitate low-income housing. The decision by the AUTHORITY to extinguish taxes is subject to the vote requirements for dispositions of property as stated in subparagraph (A) above.

ARTICLE VIII  
DEVELOPMENT OF PROPERTIES CONVEYED BY THE AUTHORITY

Pursuant to this Agreement and its policies and procedures, as applicable, the AUTHORITY may create and revise regulations for development of property conveyed by the AUTHORITY based on the property's current condition, zoning status, location and dimensions, consistent with the Comprehensive Plan and ordinances of the jurisdiction in which the property is located. The AUTHORITY may also create and impose covenants and/or deed restrictions which will govern the future use of each property for the purpose of furthering the objectives of the AUTHORITY, the CITY, and/or the COUNTY, as applicable.

ARTICLE IX  
WAIVER OF SPECIAL ASSESSMENTS

Upon the request of the AUTHORITY and for the purposes of fostering the goals and objectives of the AUTHORITY, the CITY or the COUNTY, at its option and from time to time by resolution, may exempt the AUTHORITY and its successors in interest from the payment of Special Assessments and Abatement Liens levied by the CITY or the COUNTY, respectively, against properties owned by the AUTHORITY. Terms for waiver and release of abatements liens may require the owner entering into a contract with the CITY or COUNTY agreeing to rehabilitate the property, including improvements thereon, a timetable for completion of the rehabilitation and demonstration of financial means to accomplish such rehabilitation.

ARTICLE X  
PROVISIONS FOR STAFFING AND RETENTION OF OUTSIDE SERVICES

A. Employment and Compensation of Staff

In accordance with Article III, Section C herein, The AUTHORITY may employ, or utilize the employees of the PARTIES, through contract or otherwise, any staff deemed necessary to carry out the duties and responsibilities of the AUTHORITY.

**B. Contribution of Support Personnel**

1. CITY and COUNTY personnel may provide additional staff resources to the AUTHORITY consistent with the terms and conditions of this Agreement and for the purpose of assisting the Board in the execution of its duties and responsibilities. In addition, the CITY and COUNTY shall cooperate fully with the AUTHORITY regarding access to records, the identification of properties for purchase at tax sale, joint foreclosure of redemption rights, maintenance of properties, preparation for AUTHORITY sales, closing on AUTHORITY properties and post-sale follow-up and monitoring.

2. Upon written request of the AUTHORITY, the County Tax Commissioner shall process tax delinquent properties located in either the COUNTY or the CITY and, in accordance with O.C.G.A. §48-4-75 *et seq.*, bring these properties to tax sale as soon as practical.

**C. Retention of Outside Consultants**

The Board, in its discretion and within the line-item approval set forth in the annual budgets approved by the CITY, COUNTY and AUTHORITY, shall be authorized to expend funds to obtain consulting, legal, accounting, engineering, and other services as needed to carry out its duties and responsibilities and to implement its plans, programs and activities.

**ARTICLE XI  
FUNDING AND EXPENDITURES**

**A. Establishment of Budget**

1. The Board shall establish the AUTHORITY'S budget annually and submit this budget to the CITY and COUNTY as directed by the PARTIES. The budget documents submitted to the CITY and COUNTY shall provide line item detail of anticipated expenses to include the type and purpose of the expense, the dollar amount of expense, the name of the vendor (if known), and shall state the portion

requested from each Party, which shall be equitably apportioned pro rata based on the Appraisal of the properties owned by the AUTHORITY lying and being within the political boundaries of the CITY and COUNTY.

2. Both the CITY and COUNTY shall provide for their pro rate funding share via their respective budgetary processes and shall include budgetary items in their respective budget for said AUTHORITY funding to take effect the first date of the budgetary fiscal year.

3. Both the CITY and COUNTY's respective pro rata portions of the AUTHORITY's budget funding, shall be submitted to the AUTHORITY in twelve (12) equal amounts on the first day(s) of each month(s) of the CITY and COUNTY's respective budgetary fiscal years. The CITY shall be responsible for the management of funds received, fund expenditures, and account reconciliation, but all said expenditures and receipt of funds shall be ultimately conditioned by approval by the AUTHORITY.

4. Respective funds from the CITY and COUNTY shall be transferred with wire transfer to the AUTHORITY's account, such details to be provided to the CITY and COUNTY by either the AUTHORITY's chief administrative officer or their designee.

5. All funds held by the AUTHORITY shall be applied to the fulfillment of the monetary obligations as identified as part of the Board's annual budget and shall be identified as such in any budget documents submitted to the CITY and COUNTY.

#### B. Management of Funds

The chief administrative officer of the AUTHORITY, or other person or entity designated by the AUTHORITY, shall be charged with the management of sales proceeds, monetary contributions made by the PARTIES, donations and other AUTHORITY funds. The person designated to manage the AUTHORITY'S funds shall work with the CITY'S Finance Department staff to maintain a set of books and records. The AUTHORITY shall provide monthly financial reports to the PARTIES that detail accounting activities during the period. The AUTHORITY will contract with the CITY for such financial services via a separate Agreement for Services between the

AUTHORITY and CITY. In addition, the books and records of the AUTHORITY shall be independently audited annually, as well as being open to immediate inspection by the CITY and the COUNTY at any time as such inspection is requested by the PARTIES.

C. Authorized Expenditures

The AUTHORITY shall, in its discretion and within the budgetary guidelines set forth in this Agreement, expend such funds as necessary in payment of legal fees, advertising fees, notification of lienholders, title searches, appraisals and other services and/or equipment that are required to fulfill the intent of the Act and the purposes of this Agreement.

D. Budget Contribution

1. Budget requests to the CITY and COUNTY shall include only costs that are not covered by other funds of the AUTHORITY.

2. The total COUNTY contribution for any given fiscal year shall be subject to the annual approval by the Spalding County Board of Commissioners.

3. The total CITY contribution for any given fiscal year contribution is subject to the annual approval of the Board of Commissioners of the City of Griffin.

E. Tax Allocation

The CITY and COUNTY agree that in accordance with Section 48-4-110(c) of the Land Bank Act, [75%] of the Real Property taxes collected on Real Property, exclusive of any state or school district ad valorem tax, conveyed by the Land Bank after the Effective Date shall be remitted to the Land Bank commencing with the first taxable year following the date of conveyance and shall continue for a period of five years.

ARTICLE XII  
DURATION AND TERMINATION OF AGREEMENT

A. Duration

The effective date of this Second Amended and Restated Interlocal Cooperation Agreement to Establish and Maintain the Griffin-Spalding County Land Bank Authority shall be \_\_\_\_\_,

2026. This Agreement shall remain in full force and effect for a period of one (1) year thereafter. At the anniversary date and each anniversary date thereafter, this Agreement shall be renewed automatically unless terminated in accordance with the provisions of this Agreement or by operation of law.

**B. Unilateral Termination**

Any Party may withdraw at the expiration of any one-year term by giving 90 days written notice to the other Party. Upon the effective withdrawal of any Party, the AUTHORITY shall be dissolved.

**C. Dissolution and Distribution of Assets**

In the event this Agreement is terminated by agreement of the PARTIES or dissolved pursuant to O.C.G.A. § 48-4-111(c), the AUTHORITY shall dissolve and conclude its affairs. All assets of the AUTHORITY shall be used to satisfy the then-existing legal obligations of the AUTHORITY. Pursuant to O.C.G.A. § 48-4-111(c)(3), after satisfaction of all legal obligations, any property or assets of the AUTHORITY located within the municipal limits of the CITY shall become the assets of the CITY, and all other property or assets shall become the assets of the COUNTY.

**ARTICLE XIII  
AMENDMENTS TO AGREEMENT**

Any amendments to this Agreement shall be in writing and shall be signed by the COUNTY and CITY and shall be styled as an Amended and Restated Interlocal Agreement.

**ARTICLE XIV  
GOVERNING LAW**

This Agreement shall be governed in all aspects, as to validity, construction, capacity, performance or otherwise, by the laws of the State of Georgia.

**ARTICLE XV  
RULES OF CONSTRUCTION**

For the purposes of administration and enforcement of this Agreement, unless otherwise stated in the Agreement, the following rules of construction shall apply:

A. The paragraph headings used in this Agreement are included solely for convenience and

shall not affect, or be used in connection with, the interpretation of this Agreement.

B. The word “shall” in this Agreement is always mandatory; the word “may” is always permissive.

C. Words used in the present tense shall include the future and words used in the singular number shall include the plural and the singular, unless the context clearly indicates the contrary.

ARTICLE XVI  
ENTIRE AGREEMENT

The Agreement constitutes the entire understanding and agreement between the PARTIES and supersedes any and all agreements, whether written or oral, that may exist between the PARTIES regarding the same. No amendment or modification to this Agreement or any waiver of any provisions hereof shall be effective unless in writing and signed by both PARTIES and complies with the provisions of this Agreement.

ARTICLE XVII  
SEVERABILITY

In the event that any portion of this Agreement shall be declared null and void, the remaining portions of the Agreement shall remain in full force and effect.

WITNESS the signature of the PARTIES first above written.

CITY OF GRIFFIN

SPALDING COUNTY

By: \_\_\_\_\_  
Douglas S. Hollberg, Mayor

By: \_\_\_\_\_  
Clay Davis, Chairperson

Attest: \_\_\_\_\_  
Jessica W. O’Connor, City Manager

Attest: \_\_\_\_\_  
Dr. Steve Ledbetter, County Manager

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Andrew J. Whalen, III, City Attorney

\_\_\_\_\_  
Stephanie W. Windham, County Attorney

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

2. Consider the acceptance of the GSCLBA and City of Griffin Interlocal Agreement for Services (O'Neal and Carden)

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026

ATTACHMENTS:

[GSCLBA-IGA Services City and Authority-Draft 5.27.26.docx](#)

[GSCLBA-City of Griffin IGA Memo.pdf](#)

**STATE OF GEORGIA  
COUNTY OF SPALDING**

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE CITY OF GRIFFIN, GEORGIA  
AND THE GRIFFIN-SPALDING COUNTY LAND BANK AUTHORITY**

This Agreement made and entered as of 1st day of July, 2026, by and between the City of Griffin, Georgia (hereinafter, “City”) and the Griffin-Spalding County Land Bank Authority (hereinafter, “Authority”) for the purpose of defining the services the City will provide to the Authority and the fees the Authority hereby agrees to pay the City for such services. It is contemplated by the parties that all services, together with the cost thereof, shall be budgeted in the Authority’s approved annual budget, which will be jointly funded by the City and Spalding County, as provided in that certain Amended and Restated Interlocal Cooperation Agreement between the City and County, dated February 23, 2021.

This Agreement shall have a term of 3 years, commencing \_\_\_\_\_ and terminating on \_\_\_\_\_, unless sooner terminated based upon written notice given the other party not less than 90 days prior to the stated effective date.

This writing (hereinafter referred to as the “Agreement” or “IGA”) shall constitute a binding, legal contract by and between the parties hereto, in accordance with the authority granted by Article IX, Section III, paragraph I of the 1983 Constitution of the State of Georgia. Each of the parties herein covenant that it has the requisite legal authority to provide the services, perform the functions, construct, and operate the facilities and equipment, and otherwise do all things necessary, convenient, and expedient to carry out the obligations and responsibilities herein set forth, either expressly or by reasonable implication. Said parties further covenant that all conditions or acts required by law to authorize said agreement have been met or performed. This agreement shall constitute a valid, binding, and enforceable obligations of each party and all assertable immunities and defenses, if any, are hereby waived as to the opposing party. The parties covenant that they will uphold and defend the validity and enforceability of this agreement in any proceeding in which it may be challenged.

The City shall provide the following services to the Authority:

1. **Personnel:** The City will provide staffing through leased employees in accordance with the adopted budget and separate Lease Agreement for Personnel Services between the City and the Authority, dated September 1, 2023, along with any amendments or successive agreements thereto between the Parties for such services.
2. **Human Resources:** The City will provide Human Resources support functions for the purpose of benefits administration, retirement benefits, payroll processing, and insurance programs to include though not be limited to the health, dental, workers compensation, professional liability, property, casualty, short-term and long-term disability. Leased employees will remain employees of the City of Griffin and subject to City personnel rules and regulations.
3. **Accounting and Reporting:** The City will perform accounting and reporting functions as outlined herein. The Land Bank Authority will submit check requests and purchase orders, along with supporting documentation (i.e. an invoice packet) to the City of Griffin Finance Department. The Finance Department will review all Land Bank Authority invoice packets for compliance with current accounting guidelines and policies which may include, but not be limited to, the City of Griffin Ordinance, procurement policies, Generally Accepted Accounting Principles,

Governmental Accounting Standards Board, Government Finance Officers Association best practices, etc. Any invoice packet that is incomplete or contains errors will be returned to the Land Bank Authority Manager for correction. All invoice packets that are correct will be processed for payment within five business days of receipt. Monthly, the Finance Department will present a detailed budget vs actual expense statement to the Land Bank Authority. As requested by the Land Bank Authority Manager, the Finance Department will research and report resolution to payment issues for vendors. The Finance Department will assist the Land Bank Authority with Open Records Requests that require financial research and data. The Finance Department will work with the Land Bank Authority Manager to ensure all Land Bank Authority Requests for Proposals/Quotes/Information/Qualified Contractors, etc. adhere to the same procurement policies and standards that all City Departments must follow. The Finance Department will post approved procurement solicitations (i.e. RFP, RFQ, ITB) and addenda on the City of Griffin website and Georgia Procurement Registry.

4. **Financial policies and internal controls:** The Authority will follow and adhere to City of Griffin internal controls, procurement guidelines, budget requirements, City ordinances, Generally Accepted Accounting Principles, Government Accounting Standards Board rules, and Government Finance Officers Association best practices.
5. **Information technology:** The City will provide for and support technology requirements for Authority operations as agreed by the parties during the budget adoption process.
6. **Inter-departmental charges:** The Authority will incur inter-departmental charges including facilities maintenance. These charges are determined during the City's budget adoption process. Charges are an allocation based on the number of employees city-wide, as a percent thereof. Allocated costs include, but are not limited to, Management Services, Information Technology, Administrative Services, etc.

**Fees for Services:** The amount owed by the City and Spalding County, respectively, shall be determined by calculating all revenue sources, deducting all expenditures and interdepartmental charges, adding back depreciation (as applicable), and deducting cost of capital net of any grant funding (as applicable), and multiplying by each entity's applicable funding ratio established at the time of budget adoption and in accordance with the Authority's bylaws. City will provide an estimate for yearly services for the 12 months to the Land Bank Authority within ten (10) days from the effective date of this Agreement. City will also provide said estimate for yearly services to the County within ten (10) days, so that both the City and County may account for estimated service fees while budgeting for the City and County's respective funding amounts for the Land Bank Authority. The Land Bank Authority shall remit the estimated yearly amount for services to the City with ten (10) days of receipt of budgetary funds from the City and County for the fiscal year. The City shall monitor the costs of its services provided to the Land Bank Authority. Should the total amount of funds submitted to the City for the estimated cost of services exceed the amount of services performed, the City shall remit the remaining funds balance back to the Land Bank Authority within (ten) 10 days of the end of the fiscal year. Should the costs of services exceed the estimated amount submitted to the City, the City shall present an invoice within 10 (ten) days of end of the fiscal year.

**Governing Law and Forum Selection.** This Agreement shall be governed by laws of the State of Georgia. The parties agree that any action filed to enforce performance of this Agreement shall be filed in the Superior Court of Spalding County, Georgia.

**Amendment and Notices.** This Agreement may not be amended or modified, except in a subsequent writing spread upon the Minutes of each respective party, showing its approval and authorization for its execution by its designed officers.

Any notices required to be given to the parties by the Agreement shall be served, in person and by Certified Mail, Return Receipt Requested, addressed as follows:

CITY: CITY OF GRIFFIN, GEORGIA  
Attn: City Manager  
100 S. Hill Street, 3<sup>rd</sup> Floor  
P.O. Box T  
Griffin, Ga 30223  
[Joconnor@cityofgriffin.com](mailto:Joconnor@cityofgriffin.com)

AUTHORITY: GRIFFIN-SPALDING COUNTY LAND BANK AUTHORITY  
Attn: Chairperson  
100 S. Hill Street, 4<sup>th</sup> Floor  
P.O. Box T  
Griffin, Ga 30224

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals, the day and year above written.

CITY OF GRIFFIN

GRIFFIN-SPALDING LAND BANK  
AUTHORITY

\_\_\_\_\_  
By: Douglas S. Hollberg, Mayor

\_\_\_\_\_  
By: Newton Galloway, Chairperson

Attest:

\_\_\_\_\_  
Jessica W. O'Connor, Secretary

\_\_\_\_\_

Approved as to form:

Approved as to form:

\_\_\_\_\_  
Andrew J. Whalen, III, City Attorney

\_\_\_\_\_  
Authority Attorney



May 14, 2026

VIA EMAIL

Griffin-Spalding Land Bank Authority  
C/O Christopher Blocker  
100 S. Hill St.  
Griffin, GA 30224  
[Cblocker@cityofgriffin.com](mailto:Cblocker@cityofgriffin.com)

*Re: Response to April 27, 2026 GSLBA Meeting Discussion regarding Lot Maintenance & Proposed Agreement for Services; Active Agreements and Historical Memos*

To Board Members & Representatives of the Griffin-Spalding Land Bank Authority:

I regret that I was not able to attend the Monday, April 27, 2026 Land Bank Authority meeting. I had not received feedback with regard to the Intergovernmental Agreement for Services that I proposed on behalf of the City at the March meeting. However, it seems my name came up in another discussion related to the RFP for Lawn Maintenance Services. There seems to be some confusion about my statements in a previous meeting with some LBA Board members regarding the handling of financials for LBA lots and maintenance of those lots prior to redemption. It is my understanding that this issue was resolved by Land Bank nearly four years ago, and while Bruce and Newton were on the Board at that time, I wanted to share the relevant LBA documents with others who may be unaware. Of course, the current LBA Board is free to dispose of these policies. Please advise if that is the Board's intent.

To clarify the current status quo of LBA and City relations as it relates to lawn maintenance, in April 2022, Land Bank was receiving code enforcement tickets from the City due to overgrown and ill maintained lots that were the subject of numerous complaints by members of the community. This issues was discussed at multiple Land Bank meetings, and an MOU was proposed whereby the City would, at its discretion, maintain the lawn care on LBA lots and be compensated for a portion of our labor/supply/equipment costs at the time of sale of that particular lot. This mirrored LBA's Nuisance Lien Policy (Adopted July 11, 2019) whereby the City demolished dilapidated, unsafe structures on LBA lots and foregoes payment until the sale of the LBA lot.

After this MOU was proposed, the trespass question was immediately asked: If LBA doesn't have marketable title until the right of redemption is foreclosed, can they authorize the City to cut the grass? In response, as the Solicitor for City Code Enforcement, I drafted the attached Memo Re: Legal Issues of the MOU for Property Maintenance prior to Barment of Right of Redemption (Dated May 12, 2022) addressed to the LBA Board. This was presented at a public meeting and outlines the Land Bank's statutory obligation to maintain properties, case law on the subject, and the alternative option—a nuisance action by the City to obtain order to maintain the properties and lien them for the City's maintenance costs. I specifically referenced a case (*See attached, Washington v. McKibbon Hotel Group*) regarding tax deeds ripening by prescription after four years. This case involved similar facts to our LBA lot situation. Stephanie Windham was LBA's attorney at the time and was also in attendance.

At the conclusion of the May 2022 LBA meeting, after review of the law and consultation with its attorney, the LBA Board voted to proceed with the MOU for Property Maintenance (Executed July 26, 2022). It is my understanding that a similar arrangement was sought with the County to deal with

**Growing, TOGETHER**

property maintenance complaints made at those same meetings related to County lots, but the County declined.

Importantly, per the Agreement, the City is only compensated at a rate of 75% of the sales proceeds from the nuisance demolition costs and the lawn maintenance costs if the sale proceeds are less than the invoices for the work we put into LBA lots. Perhaps more importantly, until recently, there were years in which no LBA lots were sold. This represents years of the City expending resources that were not returned at the rate that we had anticipated at the time those Agreements were executed. To my knowledge, the City has only received three checks related to lawn care maintenance in that time because many of the lots were sold via the Side Lot Program for \$0.00 and had no sales proceeds.

This year, our Public Works Department voice legitimate concerns about our ability to continue to maintain LBA's (approximately) 230 lots, along with their other duties, due to man power constraints and equipment wear and tear. The costs we have expended are not coming back to us at a rate that can keep up with the demand for services. For this reason, we informed Christopher that City Public Works could no longer continue this maintenance, and alternative arrangements should be made via a third-party contractor. While the City has the authority under the MOU to hire a contractor for LBA lot maintenance, this authority was given at a time when there no Executive Director for Land Bank. With that being said, in April, the City cut an LBA lot that was the subject of a citizen complaint simply in an effort to do the right thing by our citizens. This good faith effort was based on the understanding that Land Bank would be considering an alternative vendor soon.

If the Land Bank does not provide an alternative arrangement for lot maintenance, the City will have to proceed with nuisance actions against ill-maintained lots as noted in the May 2022 Memo and will have to place liens against the properties for the costs of those cases, as well as the costs of maintenance if ordered by the Court. Please advise.

With regard to the IGA for Services, I was under the impression that my role was to draft the IGA for Services for consideration by Land Bank. This draft was provided on April 9th. I noted in my email, as well as my presentation before Land Bank in March, that this is the same Agreement that we have with the Airport Authority and is intended to facilitate the service portion of our employee lease arrangement. I specifically noted that "If LBA decides not to proceed with the financial portion of this agreement, the City still encourages the LBA Board to consider the IGA for the other listed services. If an Agreement is not in place, the City will cease provision of services outside of those covered by the lease arrangement starting July 1<sup>st</sup>." This includes accounting and reporting functions, financial policies and internal controls, procurement (i.e. RFP processes), other finance related support functions, and Information Technology support, other than those approved by the budget.

If LBA proceeds with the IGA for Services, it would work the same way as the Airport Authority: All LBA purchases would run through the City's purchasing and procurement process, and the accounting of said expenses, plus the costs associated with the Executive Director position and interdepartmental charges would be used to calculate the City and County's payment portions. Importantly, unlike every other department, LBA does not currently make any contributions to HR, IT, Finance, or Management Services support despite utilizing these services. The reference to an invoice in the IGA for Services is only so that it is clear who is paying for what and why, in accordance with the budget that the City and County fund. To date, I have received no additional feedback or questions related to the attached draft of the IGA for Services.

There are many issues that result from *not* having the IGA for Services, including but not limited to: (1) Michelle cannot enforce finance policy against Christopher, nor can he act confidently in his authority as

Executive Director, because LBA has no define financial purchasing or authorization requirements. The City can enforce our own policy, but only if this Agreement for Services is signed; and (2) the Financial Statements that LBA approves do not represent/depict *any* of the expenses made through the City (i.e. the majority). As I learned in March, the Board doesn't actually approve the Budget vs. Actuals accounts that represent expenses incurred by the City on LBA's behalf. There is no actual review, authorization, or book keeping on a comprehensive set of LBA records. While this method may have worked in years past, the LBA budget is significantly larger at this time, and in the City's opinion, requires financial controls that we can no longer provide under the current arrangement.

I was also directed to schedule a meeting between Bruce, the City Finance Director, Christopher, myself, and John as LBA's attorney. At that meeting, the matter of the outstanding checks was resolved as follows: Bruce would cash the outstanding checks from the County; the City would generate an invoice for what is owed to the City, since we are paying most of LBA's expenses; and we would continue in this manner until July 1<sup>st</sup>. If no IGA for Services is adopted by July 1<sup>st</sup>, the City will discontinue providing the additional services to LBA, including assistance with posting of procurement, processing of any LBA expenses other than those associated with Christopher's employment, and other accounting/finance related functions. Christopher would need to consult with Newton and/or Bruce to make all purchases, and LBA would be responsible for ensuring that its budget is maintained. This includes paying the County for any overpayment as the City would no longer track or advise on LBA debts other than those owed to the City. The City's role would be just as the County's, with the exception of Christopher's supervision per the Employee Lease: We will send funds and invoices only. LBA would need to develop a purchasing policy that can be referenced in the event that there is an allegation of employee misconduct by Christopher as it relates to purchasing.

The City needs an answer on whether LBA will be proceeding so that we can adjust our internal processes accordingly before starting a new fiscal year on July 1<sup>st</sup>. I hope this helps provide some context for the discussion at the April meeting.

Thank you,

*Kelsey H. Carden*

Assistant City Manager for Development Services  
CITY OF GRIFFIN  
[kcarden@cityofgriffin.com](mailto:kcarden@cityofgriffin.com)

Enclosed:

MEMO – Land Bank MOU for Property Maintenance  
Washington v. McKibbon Hotel Group Inc.  
Agreement with City and LBA for Maintenance  
Draft of IGA for Services between City and LBA  
LBA Lease Agreement for Personnel

Cc: Newton Galloway, [ngalloway@gallyn-law.com](mailto:ngalloway@gallyn-law.com)  
Bruce Ballard, [bruce.ballard@gscs.com](mailto:bruce.ballard@gscs.com)  
Charles Gilbert, [Charles@mcleroyinc.com](mailto:Charles@mcleroyinc.com)  
Cora Flowers, [cflowers\\_378@hotmail.com](mailto:cflowers_378@hotmail.com)  
Pam Sutton, [Suttonp8@gmail.com](mailto:Suttonp8@gmail.com)  
David Allen, [dallen@spaldingcounty.com](mailto:dallen@spaldingcounty.com)  
John O'Neal, [joneal@beckowen.com](mailto:joneal@beckowen.com)  
Jessica O'Connor, [joconnor@cityofgriffin.com](mailto:joconnor@cityofgriffin.com)  
Michelle Haynes, [mhaynes@cityofgriffin.com](mailto:mhaynes@cityofgriffin.com)

**MEMO**

TO: Griffin-Spalding County Land Bank Authority  
FROM: Kelsey H. Carden, Staff Attorney for City of Griffin  
RE: Legal Issues Related to Proposed MOU Between City of Griffin & GSCLBA  
and Property Maintenance Prior to Barment of Right of Redemption  
DATE: May 12, 2022

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**Introduction**

The Griffin-Spalding County Land Bank Authority (“Land Bank”) and City of Griffin (“City”) (collectively, “Parties”) entered into a Memorandum of Understanding with The Griffin Housing Authority (“Housing Authority”) in September 2020 providing for the cooperative efforts between the Parties and the Housing Authority whereby the City contracted with the Housing Authority to maintain vacant lots owned by the City and those lots owned by the Land Bank. Since that time, the aforementioned agreement for maintenance has expired. The Parties recognize that the lots within the City owned by the Land Bank will require more extensive property maintenance in summer months and that some of the lots may require use of heavy machinery to haul off debris or to remove overgrown foliage.

In an effort to come to an efficient and economical means of accomplishing the common goal of maintaining the properties within the City and preventing these lots from becoming public nuisances, the Parties have proposed a new MOU whereby the City, or a third-party contractor with the City, would complete property maintenance, including cutting grass, hauling away and disposing of debris/litter, removing natural overgrowth, and other work deemed necessary to bring said lots into compliance with Code of Griffin or to otherwise abate public nuisance. However, the Parties have posed concerns regarding the legality of the MOU as it relates to maintenance of properties which the Land Bank obtained through tax sale and which have not yet had the right of redemption barred in accordance with O.C.G.A. § 48-4-45 and 48-4-64.

The Memo outlined herein is intended to outline the legal issues related to the Parties contracting for property maintenance of lots for which the right of redemption has not been foreclosed and to make a recommendation for how to proceed.

**Legal Concerns**

- a. Land Bank has a statutory obligation to maintain properties, for which it holds an interest, in compliance with state and local laws.

O.C.G.A. § 48-4-63, applicable to all properties conveyed to Land Bank or tax delinquent properties acquired by Land Bank, imposes a duty on the Land Bank to, among other things, maintain all its properties in accordance with applicable laws and codes. Further, Subsection (b)(4) provides Land Bank with the power to manage, maintain, protect, rent, lease, and repair these

parcels. However, there is no case law (at the trial court or appellate level) providing how Land Bank can fulfill this duty or exercise the authority to maintain properties prior to the foreclosure of the right of redemption within the bounds of property law which protect the Defendant in FiFa's interests.

- b. Land Bank's interest in property purchased via tax sale is limited until the right of redemption has been foreclosed. As a result, there is a risk of liability for damages due to trespass if Land Bank, City of Griffin, or a third-party contractor enters the property to complete maintenance such as cutting the grass, but the measure of damages would likely be minimal to non-existent.

Title acquired by the Land Bank via tax deed is "not perfect fee simple title, but rather...defeasible title subject to the right of redemption."<sup>1</sup> Land Bank has "constructive possession," which means it has no more right to go upon and make use of the property than any stranger to the title would have.<sup>2</sup> Until the right of redemption is terminated, Land Bank has no right to possession, rents, or profits.<sup>3</sup> More importantly for purposes of the proposed MOU, Land Bank's entry on the property would be a trespass, and the Defendant in FiFa may recover damages for said trespass.<sup>4</sup> Put simply, until the right of redemption has been foreclosed, any entry upon the property opens Land Bank, and potentially any who contracted with Land Bank to cause the trespass (i.e. City of Griffin, Housing Authority, etc.)<sup>5</sup>, to possible liability.

While this may seem scary, the measure of damages for trespass on empty, freehold lots is "the difference between the value of the land before and its value after the injury."<sup>6</sup> As the proposed MOU involves cutting grass, removing debris, and overall improving the condition of the properties, it is unlikely that there will be any damages arising from this trespass sufficient to justify a claim. Note that the risk would be substantially higher (and not advised) if the Land Bank were asking the City to demolish a structure, prior to foreclosing the right of redemption, without a Court order. Moreover, the fact that the majority of the properties at issue are heir properties further reduces the likelihood that a defendant in fifa will bring suit for maintenance of the property. However, the risk does exist, and the Parties must be aware of this fact before determining how we proceed.

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<sup>1</sup> See Brown Inv. Group, LLC v. Mayor and Alderman of City of Savannah, 289 Ga. 67, 68 (2011), citing BX Corp v. Hickory Hill 1185, 285 Ga. 5, 7 (2009).

<sup>2</sup> See Brown Inv. Group, at 68; Elrod v. Groves, 116 Ga. 468, 470 (1902)

<sup>3</sup> See Brown, at 68; Whitaker Acres, Inc. v. Schrenk, 170 Ga. App. 238 (1984).

<sup>4</sup> Id.

<sup>5</sup> See Whitaker, 170 Ga. App. at 239 (finding that if trespass results as a consequence of a conveyance to the actual trespasser, the maker of the instrument may be sued for trespass as they have counseled and directed the grantee or lessee to commit the trespass); but see, Groves v. City of Atlanta, 213 Ga. App. 455, 456 (1994) ("The general rule is that a contractor engaged in a public works project is not liable for damage to private property resulting from the work performed, unless the damage results from the contractor's negligence and willful tort....[E]mployer and not contractor must be held liable.")

<sup>6</sup> Id.; see also, Empire Mills Co. v. Burrell Engineering Co., 18 Ga. App. 253, 256 (1916)

- c. City of Griffin does have the authority to issue citations or bring actions for public nuisance against Land Bank or the properties themselves (*in rem* action) in order to obtain a Court Order to maintain and lien the property. However, in light of how frequently these properties will need to be cut and the extensive time needed for Court, this method does not appear to be an efficient or effective alternative.

The Code of Griffin contains many code sections which would allow the City to issue citations or file *in rem* petitions in order to exercise self-help or to obtain a Court Order authorizing us to enter the properties for purposes of maintenance. These Code sections can also authorize the City to seek restitution from the property owner or to lien the property as a means to recover costs expended in bringing the property into compliance with City of Griffin Code.

However, these cases are not without expense, and they are time consuming. Without the presence of the Defendant in FiFa for each property, the City would not be able to enter into valid consent orders to avoid Court, so each case would have to go before the Judge, and title would likely have to be ordered as well, among other things. Additionally, it is possible that we would have to obtain a new court order for each lot *and for each time* that we needed to enter the premises to cut the grass. Although this solution is more ironclad from a legal perspective, the volume of properties at issue makes this solution inefficient and ineffective to serve the goals the Parties are trying to accomplish.

- d. Assuming that the Parties agreed to enter into an MOU that would allow the City of Griffin to maintain the property, despite the risk of trespass claims, Land Bank arguably does *not* have the authority to authorize the City to lien the properties for costs expended in maintaining the property.

The Proposed MOU provides that the City will create an invoice for any and all work or supplies used in the maintenance or clean up of a particular lot, including costs of machinery and labor. The Proposed MOU further provide that such invoices will be provided to the Land Bank, and in lieu of payment, the City will generate a lien for the charges stated and record them in the Deed Records, cross referencing the vesting deed by which the Land Bank obtained their interest (i.e. the Tax Deed).

However, the City is concerned that the Land Bank's interest in the properties is not sufficient to give them authority to encumber the property by authorizing the City to record a lien clouding title, at least for those properties where the right of redemption has not been foreclosed. While the risk of damages for trespass may be minimal, the damages associated with improperly clouding title are significantly more substantial. In situations where the City has put a lien on Land Bank properties in the past, such as with demolition liens, it has been by agreement and only after the right of redemption has been foreclosed, if needed, or via nuisance action prior to Land Bank obtaining the property. Outside of those scenarios, the only method by which the City would be legally authorized to lien the properties for costs of maintenance would be via Court Order authorizing that lien (see the section on court option above).

The goal of this provision in the Proposed MOU was to ensure that the City would be able to recoup its costs, namely by allowing Land Bank to satisfy the lien/debt to the City upon sale or

transfer of the property. But in the off chance these properties are redeemed, neither the City or Land Bank would be authorized to seek payment of the lien as part of the redemption and we would be at risk of suit for improperly clouding title if the lien was not cancelled.

For these reasons, if Land Bank decides to proceed with a MOU for the maintenance of the Property, the City would advise an alternative arrangement for payment of the costs expended by the City in maintaining these properties.

### **Options**

- a. City of Griffin obtains a Court order for maintenance of each individual lot which would authorize the City to conduct maintenance to bring the property into compliance with applicable codes cited in Court and authorize the City to lien the properties for the costs associated with bringing the case and in bringing the property into compliance with Code.

As stated previously, this option is not the most efficient. The City could attempt to obtain an Order that would allow the City to continue maintenance in perpetuity, but there is no guarantee that the Court would agree or that such an order would be enforceable. Unfortunately, the City could not short-circuit the time it would take for such a case to proceed because any consent order related to these cases would require the signature of the Defendants in FiFa as well since the Land Bank does not have the authority to speak on behalf of any and all persons who may have an interest in the property, or to sign away those persons' appeal rights by consent order. The City would likely need to pull title and attempt service on the Defendant in FiFa, so the upshot of this method would be that Land Bank may be able to locate/contact the Defendant in FiFa and obtain quitclaim deeds, disposing of the need for notice foreclosing the right of redemption. However, there is no guarantee and each property would have to be taken to court individually.

- b. The Parties modify the Proposed MOU to correct certain jargon related to "ownership" and duties of Land Bank and to alter the method by which the City will seek recovery of expenses related to the maintenance of these properties.

Although the risk of an action for trespass by the defendants in fifa exists, for the reasons explained throughout this memo, I still believe that the most efficient method for dealing with this problem is an MOU between the Parties whereby the City would complete property maintenance. However, in order to limit exposure, I would recommend that the provision providing for a lien on the property be removed and replaced.

Ultimately, the question for Land Bank and the City comes down to how the City will be reimbursed for the costs associated with the maintenance.

- i. *Option #1: 75% of Sales Price at Time of Closing but NO Lien (Unsecured)*

One option for the City to recoup its costs would be to enter into a contract whereby Land Bank would agree to give the City 75% of the final contract price upon closing (these are the terms of a prior contract between the City and Land Bank). This is similar to the current proposed MOU suggests, but rather than encumber the property via lien, it would be a contractual obligation rather than a secured lien interest. The risk to the City is that it is unsecured, and distributions may not

account for the payment owed to the City until after the fact. This is something to discuss with Stephanie as I have not considered the ramifications of this from a real estate/closing perspective.

- ii. *Option #2: City reduces the amount of funding directly contributed to Land Bank as payment for the maintenance of the properties*

The second option would need more discussion to determine the estimated monetary value of property maintenance on all Land Bank lots within the City, but the main idea would be that the City would reduce its regular contribution to Land Bank and use that portion of its budget to fund public works' maintenance of the Land Bank properties.

### **Conclusion**

At this point, my recommendation would be to proceed with an MOU, but the proposed MOU needs to be updated to account for these concerns. The City and Land Bank will need to come to an agreement as to how the City will recoup its costs (see part (b) above) so that the changes can be made to the Proposed MOU.

Note that this agreement is only for the properties held by Land Bank that are within the City. Any properties held by Land Bank within the County will need to be the subject of another agreement to which the City would not be a party.

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

3. Consider a Notification of Award for RFP 26-005: Lawn, Ground, Tree Maintenance, Trash and Debris Removal Services (O'Neal and Blocker)

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026



GRIFFIN-SPALDING COUNTY LAND BANK AUTHORITY

## GSCSLBA Board Policies

Adopted: March XX, 2026; Effective: \_\_\_\_\_ XX, 2026

### Section 1: Mission and Purpose

The Griffin-Spalding County Land Bank Authority (the “GSCSLBA” and occasionally the “Authority”) is a public authority authorized by Georgia law and created pursuant to an Interlocal Cooperation Agreement between Spalding County and the City of Griffin. It is governed by a Board of Directors (the “Board”) appointed by Spalding County (the “County”), City of Griffin (the “City”) and the Griffin-Spalding County Board of Education (“BOE”).

The purpose of the GSCSLBA is to acquire tax delinquent properties and other property donated to the Authority located in the City of Griffin and Spalding County in order to foster the public purpose of returning land which is in nonrevenue-generating, nontax-producing status to an effective utilization status to provide affordable housing, new trade, commerce, industry and employment opportunities for the citizens of the City and County.

#### The goal(s) of the GSCSLBA are as follows:

- a) Development of affordable housing for low-to-moderate income individuals;
- b) Increase home ownership and facilitate access to home-buyer education;
- c) Support development of neighborhood redevelopment;
- d) Support development of fair market-rate housing;
- e) Support development of community facilities such as parks and recreational facilities;
- f) Facilitate land acquisition for local government entities, development authorities, housing authority, public school district and private developers for public use, economic, community, transportation and infrastructure development;
- g) Facilitate the remediation of neighborhood blight and/or nuisance properties; and
- h) Eliminate substandard lots of record for single family housing.

## Section 2 Definitions:

**Affordable Housing:** Housing where a household spends no more than 30% of their gross income on total housing costs, including utilities.

**Banked Properties:** Individual or groups of properties that have not been identified for disposition by the GSCLBA or properties that are being held at the request of the City, the County, the BOE, or any other local governmental entity. These properties may be included in a Land Banking Agreement.

**Community Improvement Property:** Property that is or will be developed into a non-revenue-generating, non-tax-producing use for community improvement or other public purposes, including but not limited to community gardens, parking for non-profit functions, or playgrounds, as further described in Section 9.

**Conduit Transfer:** Properties transferred to and from the Griffin-Spalding County Land Bank Authority to a grantee for the purpose of community and economic development where the GSCLBA would serve as an intermediary for the transaction and abate the outstanding taxes.

**Land Banking Agreement:** A written agreement between a grantor and the GSCLBA which identifies property to be held by the GSCLBA, the length of the banking term, the potential grantee(s), the range of permissible uses of the property following transfer by the GSCLBA, the permitted encumbrances on the property, the rights and duties of the parties, the responsibility of the grantor for the holding costs, the possible advance funding of holding costs, the forms of the instruments of conveyance, and such other matters as appropriate.

**Mission Driven Non-Profit Organization:** An organization that is recognized by the Internal Revenue Service as a non-profit organization whose mission is to construct or rehabilitate housing.

**Neighborhood Redevelopment:** A series of land parcels located on the same, adjacent, or interconnecting streets where the effect of redevelopment of one or more parcels could significantly impact the property values or perception of neighboring properties.

**Nuisance:** A dwelling, building, structure or lot unfit for habitation or commercial use and is in violation of applicable development codes of the City or County.

**Owner-Occupied Property:** Property with a primary dwelling that will be occupied by an owner with at least a 50 percent interest in the Property for six or more months of each calendar year as such person's principal residence.

**Residential/Commercial Developer:** An individual, licensed general contractor, corporation, or other legal entity that has at least 5 years of demonstrated experience constructing or rehabilitating residential or commercial structures.

**Side Lot:** A lot of record that may be non-conforming, non-compliant, and adjacent to an existing lot that does not meet the current design and development standards for the applicable zoning district of the City or County. A side lot may also be a landlocked parcel of land that does not have access to streets or public right-of-way.

## Section 3: Acquisitions by the GSCLBA

**3.1 Acquisition Methods.** The GSCLBA may acquire properties in the following manner:

- a) Transfers from local governments.
- b) Acquisitions by the GSCLBA at Sheriff's Tax Sales and Judicial Tax Foreclosures.
- c) Donations from private entities.
- d) Market purchases.
- e) Conduit Transfers contemplating the simultaneous acquisition and disposition of property by the GSCLBA.
- f) Other transactions such as Land Banking Agreements.

**3.2 Policies Governing the Acquisition of Properties.** In determining which, if any properties shall be acquired by the GSCLBA, the Authority shall consider the following factors:

- a) Proposals and requests by governmental entities that identify specific properties for ultimate use and redevelopment.
- b) Proposals and requests by for-profit and non-profit entities that identify specific properties for ultimate acquisition and redevelopment pursuant to Section 8, below.
- c) Residential properties that are occupied or are available for immediate occupancy without need for substantial rehabilitation.
- d) Improved properties that are the subject of an existing order for demolition of the improvements and properties that meet the criteria for demolition of improvements.
- e) Vacant properties that could be placed in the Side Lot Disposition Program.
- f) Properties that would be in support of strategic neighborhood stabilization and revitalization plans.
- g) Properties that will generate operating resources for the functions of the GSCLBA.

**3.3 Transaction Agreements.** The acquisitions and dispositions of property by the GSCLBA shall be subject to a Transaction Agreement executed by the GSCLBA and the grantor/grantee of the property. In the case of a disposition pursuant to an application or RFP, such a Transaction Agreement shall generally be in the form of a Purchase and Sale Agreement. In the case of Conduit Transfers, such a Transaction Agreement will generally be in the form of an Acquisition and Disposition Agreement prepared in accordance with these Policies. In the case of a land banking transaction, such a Transaction Agreement will generally be in the form of a Land Banking Agreement prepared in accordance with these Policies. All Transaction Agreements shall be in form and content as deemed by the GSCLBA to be in the best interest of the GSCLBA and shall include to the extent feasible specification of all documents and instruments contemplated by the transaction as well as the rights, duties and obligations of the parties.

**3.4 Title Assurance.** In all acquisitions of property by the GSCLBA from private parties, the GSCLBA shall require a certificate of title based upon a full title examination and, in the case of Land Banking Agreement, a policy of title insurance insuring the GSCLBA, subject to such outstanding title exceptions as are acceptable to the Authority.

**3.5 Environmental Concerns.** The GSCLBA reserves the discretion to require in all Transaction Agreements satisfactory evidence be provided that the property is not subject to environmental contamination or within a flood zone as defined by federal or state law.



## Section 4: Sales and Dispositions by the GSCLBA, Generally.

**4.1 Property Identification.** The disposition of properties within the GSCLBA inventory shall be subject to the discretion of the Authority, provided, however, that requests for property dispositions by the City, County, BOE, and other public entities shall be granted unless pre-existing contractual obligations prevent the same. In the sale and disposition of properties, GSCLBA staff will identify eligible properties based on the priorities listed in Section 4.2 for the purpose of achieving the stated mission of the GSCLBA and the development priorities of the City and County. Unless identified as a property eligible for disposition, the property shall be considered banked and may only be disposed of upon motion of the Board or upon its determination as eligible by GSCLBA staff.

**4.2 Priority Transferees.** The priority of transferees shall be as follows:

1. Local government entities for public use.
2. Owner-occupant home buyers.
3. Residential and commercial real estate developers who have demonstrated experience in housing construction for low-to moderate income housing.
4. Residential and commercial real estate developers who have demonstrated experience in housing construction for market rate housing.
5. Mission Driven Non-Profit Organizations seeking to obtain property for the purpose of developing Affordable Housing.
6. Side Lots to existing, adjacent property owners.
7. Non-profit institutions such as academic institutions and religious organizations that are seeking to use the property for public use or residential development.

**4.3 Properties Acquired via Sheriff's Tax Sale.** Property acquired by the GSCLBA at Sheriff's Tax Sale shall not be disposed of until the tax debtor's right of redemption has been barred. The GSCLBA Board, staff, and legal counsel shall identify which properties will be eligible for debarment.

**4.4 Disposition Considerations** In all dispositions of property, the GSCLBA shall consider the following, as applicable:

- a) Zoning ordinances of the City and County.
- b) The intended use of the property, to include the necessity of a business license or other additional licensing for the intended use.
- c) The fair market value of the property as determined by the Spalding County Tax Assessor.
- d) The price offered for the property by the potential purchaser.
- e) The residency of the potential purchaser.
- f) Whether the property will be owner-occupied.
- g) Estimated construction costs of the intended use.
- h) Construction experience and construction licensure of the potential purchaser.
- i) Estimated construction timeline.
- j) Financial capability of the potential purchaser.

**4.5 Covenants, Conditions and Restrictions.** All conveyances by the GSCLBA to individuals or non-governmental entities shall include such covenants, conditions and restrictions as the GSCLBA deems necessary and appropriate to ensure the use, rehabilitation and redevelopment of the property in a manner consistent with the stated purpose and goals of the GSCLBA. Such requirements may take the form of a deed creating a defeasible fee, recorded restrictive covenants, subordinate financing being held by the GSCLBA,



first rights of refusal, contractual development agreements, or any combination thereof. Examples of such restrictions include, but shall not be limited to:

- a. "Grantee accepts this Property subject to a covenant running with the land providing that any primary dwelling structure upon this Property must be owner-occupied; it is the intention of Grantor and Grantee that a primary dwelling located upon this Property will be occupied by an owner with at least a 50 percent interest in the Property, or a member of the owner's family within the third degree of consanguinity, for six or more months of each calendar year as such person's principal residence."
- b. "If a primary residence is to be built on this property, construction or rehabilitation of said primary residence must begin within one year of the date the property was transferred to the buyer herein. If no construction or rehabilitation has begun within that time, title will revert to the Griffin-Spalding County Land Bank Authority."

**4.6 Deed Without Warranty.** All conveyances from the GSCLBA to third parties shall be by quitclaim deed unless otherwise agreed to by the parties.

**4.7 Owner-Occupancy Requirement.**

- a) **Generally.** Unless explicitly waived by the Board pursuant to subsection (b) below and expressly set forth in the applicable Transaction Agreement, all property acquired from the GSCLBA shall be required to be Owner-Occupied Property. Owner-Occupancy shall be determined upon the completion of the renovation or development of the property, and the Owner-Occupant is expected to reside in the property and must pay all tax obligations that become due and payable on the property.
- b) **Waiver of Owner-Occupancy Requirement.** The Board may waive the Owner-Occupancy Requirement, in whole or in part, only upon a specific finding, reflected in the minutes, that the waiver is consistent with the stated mission and goals of the GSCLBA and that one or more of the criteria below are satisfied. Any waiver shall be expressly set forth in the applicable Transaction Agreement.
  - 1) **Affordable Housing and Neighborhood Redevelopment.** The proposed disposition will result in the development or preservation of Affordable Housing or will materially advance Neighborhood Redevelopment, including but not limited to mixed-income or multi-family projects, and the grantee agrees to record covenants, conditions and restrictions acceptable to the GSCLBA to ensure long-term compliance with such use.
  - 2) **Mission Driven Non-Profit Projects.** The transferee is a Mission Driven Non-Profit Organization acquiring the property for the purpose of developing Affordable Housing, community facilities, or other uses consistent with Section 1, and the project is subject to recorded affordability and use restrictions acceptable to the GSCLBA.
  - 3) **Community Improvement or Public Use.** The property will be used for Community Improvement Property or other public purposes as contemplated in Section 9, or is being transferred to a local government entity or other public entity for public use, and Owner-Occupancy is incompatible with the intended use.
  - 4) **Commercial Property.** The property identified for disposition is located in a commercial zoning district and the application of the Owner-Occupancy requirement would prevent the redevelopment of the property or otherwise hinder the redevelopment of the property.



- 5) **Demonstrated Market or Financing Necessity.** Strict application of the Owner-Occupancy Requirement would prevent feasible financing or redevelopment of the property, the proposed project otherwise satisfies the disposition considerations in Section 4.4, and the Transaction Agreement imposes alternative protections (such as minimum holding periods, rent and tenant protections, or reverter rights) acceptable to the GSCLBA.
  - 6) **Hardship and Good Cause.** In rare cases, the Board may grant a waiver upon a showing of substantial hardship or other good cause, provided that: (i) the waiver will not materially undermine homeownership, stabilization, or anti-speculation goals; and (ii) the Board imposes such additional conditions as are necessary to protect the public interest, including but not limited to limits on resale or leasing of the property.
- c) **Enforcement.** Failure to comply with the Owner-Occupancy Requirement, absent an approved waiver, shall constitute a default under the applicable Transaction Agreement and may result in the exercise of any remedies provided therein, including but not limited to reverter or repurchase by the GSCLBA.

**4.8 Permit and Construction Requirement.** Unless otherwise agreed to by the parties, the purchaser or grantee shall make timely application for a building permit for the renovation or construction of the subject property within 90 days and shall commence work under such permit within six (6) months of the date of the closing of the sale of this property from the GSCLBA. Should the purchaser fail to commence work within the specified time period, the GSCLBA shall have the option to re-purchase the subject property for the sales price set forth in the contract less legal and administrative fees involved in the transaction and repurchase.

## **Section 5: Sales and Dispositions by the GSCLBA – Disposition of Individual Parcels**

**5.1 Applicability.** The disposition of individual properties by the GSCLBA shall be made pursuant to the policies and procedures set out in this Section 5.

**5.2 Application.** Requests from individuals for the disposition of property from the GSCLBA inventory shall be made via an application approved by the GSCLBA Board consisting of the following criteria:

- a) A statement of the intended use of the property.
- b) A bid price for the property.
- c) If the intended use of the property is for owner occupancy, identification of the name of the person(s) that will occupy the property.
- d) A detailed plan for the renovation and redevelopment of the property.
- e) Identification of the contractor or person that will supervise and be responsible for the renovation and redevelopment of the property.
- f) A timeline for completion of the renovation or development of the property. Such a timeline shall contemplate the issuance of a certificate of occupancy from the City or County and an estimated time when such certificate will be granted.
- g) Evidence of financing sufficient to complete renovation or redevelopment.
- h) A zoning verification or compliance letter from either the City or County.

**5.3 Application Fee.** All applications made under this policy shall be accompanied by a \$100, non-refundable, application fee. Such a fee is necessary to cover the costs of the application's review by GSCLBA staff and legal counsel.



**5.4 Pricing.** The recommended minimum bid for each parcel shall be equal to 30% of the current fair market value of the property as determined by the Spalding County Tax Assessor (“FMV”). Any purchaser submitting a bid below the recommended minimum bid must give an explanation justifying a lower bid.

**5.5 Review of Applications; Reserved Discretion.** In reviewing applications submitted by individuals, the GSCLBA shall consider application in light of the applicable factors provided for in Section 4.4, above. The GSCLBA further reserves the right to deny such applications based on the following:

- a) The proposed project or intended use does not meet current City or County Zoning Ordinances.
- b) The applicant is not able to demonstrate sufficient experience and capacity to perform in accordance with the requirements of the GSCLBA.
- c) Applicant’s failure to perform in prior transactions with the GSCLBA.
- d) Applicant has exceeded the maximum number of properties allowed per this policy.
- e) The proposed project or intended use is not aligned with the City of Griffin and Spalding County Comprehensive Plans, Livable Cities Initiative or other economic development goals of the City or County.
- f) The bid price is determined to be insufficient.
- g) The proposed design, materials, renderings or photographs are unsatisfactory to the Board.
- h) Applicant is the current owner of tax delinquent properties.
- i) Applicant is barred from transactions with local government entities.
- j) Applicant is the owner of properties that have outstanding citations for the violation of local ordinances.

**5.6 Maximum Number of Conveyances Allowed.** Applicants seeking to purchase properties under this Section shall be limited to the initial purchase of two (2) parcels and no applicant may be awarded more than four (4) parcels per calendar year. Notwithstanding the above, an applicant may request a waiver of these limitations from the Board upon the showing of prior performance in redevelopment projects with the GSCLBA and, in no event shall these limitations be applicable to local government entities.

**5.7 Closing.** Upon the acceptance of an application and the award of property or properties to an applicant, the closing of the sale of the property shall be scheduled for a time mutually agreed upon by the parties within sixty (60) days after the execution of a Transaction Agreement at such time, date and location as is designated by the parties. This deadline may be extended in writing by mutual agreement of the parties. If the property is not closed within 60 days the contract will be void and the property shall be returned to the GSCLBA inventory and may be disposed of at the discretion of the GSCLBA.

## **Section 6: Sales and Dispositions by the GSCLBA – Sales Pursuant to Requests for Proposals**

**6.1 Disposition of Property via Request for Proposal.** From time to time, the GSCLBA may issue Requests for Proposal (“RFPs”) for the disposition of certain identified properties within its inventory. Such RFPs are intended for the efficient disposition of three or more parcels identified for Neighborhood Redevelopment by the GSCLBA and other properties not suited for disposition by application pursuant to Section 5, above.

**6.2 Proposal Requirements.** Any person or entity desiring to submit a proposal in response to an RFP issued hereunder must comply with the Proposal Registration and Submission Requirements of the City and County, as applicable.



**6.3 Documentation Requirements.** The specific requirements of each RFP shall be set forth in the RFP documents at the time of issuance. Notwithstanding the above the following documents shall be required for all submissions:

- a) A zoning verification letter from the City or County.
- b) The organizational structure of the bidder.
- c) Estimated timeline of completion.
- d) Proof of commercial liability insurance.
- e) State of Georgia licensure, as applicable.
- f) In the case of a bidder being a non-profit organization, sufficient documentation showing non-profit status, including, but not limited to its IRS Determination Letter.
- g) Documentation of financial capability to complete the project, such as a bank statement or credit approval letter
- h) Proposed site plans, floor plans, architectural drawings, and renderings.
- i) Documentation of previous experience in commercial or residential development, as applicable.

**6.4 RFP Timeline and Review.** RFP's issued hereunder shall be advertised for no less than 30 days and no greater than 120 days. At the close of the RFP, GSCLBA Staff shall review each RFP response for completeness. Incomplete RFP responses will not be considered for approval. Complete RFP responses shall be reviewed and considered for approval by the GSCLBA Board. In its discretion, the GSCLBA Board may invite RFP respondents to present or discuss their proposal(s).

## **Section 7. Side Lot Disposition Program**

**7.1 Intent of the Side Lot Disposition Program (SLP).** The SLP is intended to encourage the consolidation of small residential lots to decrease residential density, preserve open land and enhance livability in existing neighborhoods. The SLP program is intended to apply to small lots primarily located within the City of Griffin, though lots located in unincorporated Spalding County may still be considered.

**7.2 Side Lot Transfers.** Individual parcels of property identified as Side Lots may be acquired from GSCLBA by an adjoining property owner (proposed Transferee) for nominal consideration in accordance with the policies set forth in this section. The transfer of any given parcel of property in the SLP is subject to a case by case review and analysis for the appropriateness of the transfer under these policies.

**7.3 Qualified Properties.** Parcels of property eligible for inclusion in the SLP shall meet the following minimum criteria:

- a) The Side Lot shall be vacant and unimproved.
- b) The Side Lot shall be physically contiguous to adjacent residential property, sharing a common boundary line of at least 50% of the adjacent residential property.
- c) The size of the Side Lot to be transferred should not exceed 0.20 acres, and the resulting consolidated parcel should not exceed 0.50 acres.
- d) No more than one (1) Side Lot may be transferred for consolidation with any contiguous lot.



- e) The resulting combination of the Side Lot with the adjacent residential property shall conform to the zoning district in which the property lies.

**7.4 Side Lot Transferees.** Each Transferee of a Side Lot shall:

- a) Own property adjacent to the Side Lot, with priority given to an adjacent lot owner (proposed Transferee) that personally occupies the adjacent property.
- b) The adjacent owner (proposed Transferee) shall notify GSLBA in writing of the intent to acquire the Side Lot. If the Side Lot is adjacent to multiple property owners, GSLBA shall provide notice to each adjacent owner to ensure transparency and equity in the transfer. In the event another or multiple adjacent property owners desire to acquire the Side Lot, each must notify GSLBA in writing of their intent to acquire the Side Lot.
- c) Taxes on the property adjacent to the Side Lot must be current. In addition, the adjacent property owner (proposed Transferee) shall present evidence that no delinquent taxes are owed on any property that the proposed Transferee owns or in which they have an ownership interest in Spalding County or that is or had been subject to tax foreclosure proceedings.
- d) The terms and conditions of the Side Lot transaction will be memorialized by a contract between GSLBA and the Transferee which must be approved by GSLBA.

**7.5 Side Lot Transfer Closing.** The closing of the sale of a Side Lot shall be governed by the following policies:

- a) Prior to closing, the Side Lot Transferee shall complete a redevelopment survey consolidating the Side Lot with the Transferee's adjoining property.
- b) The redevelopment survey must be approved by the appropriate governing authority.
- c) At closing, GSLBA will execute a Quit Claim Deed to convey the Side Lot to the Transferee.
- e) At closing, the Transferee will execute a Quit Claim deed for the entire property identified on the redevelopment survey to Transferee.
- f) The closing attorney shall be responsible for filing the redevelopment survey and the Quit Claim Deeds with the Clerk, Superior Court of Spalding County, Georgia.
- g) The Transferee will be responsible for the costs for the redevelopment survey and all closing costs associated with the purchase of the Side Lot from GSLBA.
- h) It shall be the responsibility of Transferee (at their option) to take the necessary steps required to file a Petition to Quiet Title at Transferee's expense.

**7.6 Variation from the SLP Requirements.** GSLBA reserves the right to determine that the transfer of a Side Lot which satisfies the intent of the SLP but does not meet the technical requirements of this Section may still be approved.

## 8. Collaboration with For-Profit and Non-Profit Entities

**8.1 Transactions with For-Profit and Non-Profit Entities.** The GSCLBA is willing to enter into Conduit Transfers with for-profit and non-profit entities for the purpose of the development of Affordable Housing as outlined in this Section. These entities would secure donations of or purchase tax delinquent properties from owners, transfer these properties to the GSCLBA for the abatement of delinquent taxes, and re-purchase these properties from the GSCLBA for use in the development of Affordable Housing and Neighborhood Redevelopment.

**8.2 Documentation of Lot Purchase.** The applicant must document the purchase process of the subject property extensively. This documentation should include, but is not limited to, the following information per parcel:

- a) The total purchase price for the property, including the net proceeds paid or payable to the seller;
- b) The total amount spent to acquire the property (e.g., legal counsel, administrative costs);
- c) The development costs impacting the final sale price;
- d) The total amount of delinquent ad valorem taxes, special assessments, and other liens and encumbrances against the property and the length of delinquency for each.
- e) The expected timeline of construction.

**8.3 GSCLBA Discretion.** Some properties may present unusual or extenuating circumstances to the developer due to lack of funding for housing production or related costs. The GSCLBA reserves the right to evaluate and consider these properties on a case-by-case basis.

## Section 9. Property for Community Improvements

**9.1 Community Improvement Property.** The GSCLBA Board is willing to enter into Conduit Transfers with private and local governmental entities for the purpose of developing property into a non-revenue-generating, non-tax-producing use that is for community improvement or other public purposes. Such purposes shall include, but shall not be limited to community gardens, parking for non-profit functions such as a school or cultural center, or a playground for after-school or day care.

**9.2 Eligibility.** Parties seeking to acquire and develop community improvements under this Section must demonstrate to the Board that no tax-generating use is available for the property, and that the proposed community improvements are consistent with community revitalization and would otherwise not harm the character of the community. The GSCLBA reserves the right to evaluate and consider these properties on a case-by-case basis.

**9.3 Transferee.** The Transaction Agreement must identify and be signed by the ultimate transferee of the property from the GSCLBA. The transferee should be a governmental entity, a non-profit entity, or in rare cases a for-profit entity that is capable of holding and maintaining the property in the anticipated conditions and for the anticipated purposes.

**9.4 Restrictive Covenants.** The GSCLBA Board, in the conveyance of the property to the transferee, will impose covenants, conditions and restrictions as necessary to ensure that the property is used for community improvement or other public purposes.

## **Section 10. Fair Contracting, Consulting, and Property Procurement**

Griffin-Spalding County Land Bank Authority recognizes the importance of creating and maintaining a fair contracting, consulting, and property procurement policy that is open to any and all applicants, regardless of age, color, ethnicity, family or marital status, race, sex, gender, language, national origin, physical or mental ability or disability, political affiliation, race, religion, sexual orientation, socio-economic status, or veteran status. This policy is an expression of the board to commit themselves to addressing any and all institutional barriers in business development as well as in the governmental bidding process.

Griffin-Spalding County Land Bank Authority (GSCLBA) utilizes local and regional government dollars that are used to pay for contracting, consulting, procurement, and staff employment. It is the belief of GSCLBA that our funding and revenue should benefit the community we serve, proportionate to the demographics in our communities, therefore we reserve the right to select contractors, consulting, and allow property procurement for Griffin-Spalding County residents first. We understand that benefiting the community we serve starts with hiring local contractors, consultants, and allowing property procurement to those that are rooted in Griffin and Spalding County.

It is the policy of GSCLBA to make a conscious effort when entering into contracting, consulting, hiring, and/or property procurement agreements to not discriminate, but to embrace; age, color, disability, ethnicity, family or marital status, gender, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our citizens and community unique.

DRAFT

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

5. Consider the execution of a lien release request for 315 N 6th Street (Blocker)

#### **Submitted By:**

Christopher Blocker

#### **Meeting Date:**

27/05/2026

#### ATTACHMENTS:

[Warranty Deed.pdf](#)

[GSLBA-RSM-Minutes-1.12.23.pdf](#)

[121 E Chappell -Q Public Report.pdf](#)

[131 E Chappell -Q Public Report.pdf](#)

[315 N 6th St-Q Public Report.pdf](#)

Paid \$ 0 Real Estate Transfer Tax  
Date 7-14-17  
PT - 61 126 - 2017-11633  
*Marcia L. Norris*  
Clerk of Superior Court, Spalding Co., Ga.

FILED & RECORDED  
CLERK, SUPERIOR COURT  
SPALDING COUNTY, GA

2017 JUL 14 A 10:37

BY TC  
MARCIA L. NORRIS, CLERK

Griffin Spalding County Land Bank  
217 North Hill Street  
Griffin, GA 30223

**LIMITED WARRANTY DEED**

**STATE OF GEORGIA, COUNTY OF SPALDING**

THIS INDENTURE, Made the 7<sup>th</sup> day of November, in the year Two Thousand and Sixteen,  
between

GRIFFIN SPALDING COUNTY LAND BANK AUTHORITY

of the County of Spalding, and State of Georgia, as party or parties of the first part, hereinafter called  
Grantor, and

BEN ELROD and TRACY CROWLEY

as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to  
include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that Grantor, for and in consideration of the sum of Other valuable  
consideration and One and no/100 (\$1.00) DOLLARS in hand paid at and before the sealing and delivery of  
these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened,  
conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto  
the said Grantee,

All that tract or parcel of land situate, lying and being on the West side of North 6th Street  
in the City of Griffin, Spalding County, Georgia, and being a portion of the north part of M.  
F. Morris lot, and more fully described as follows: BEGINNING at the corner of North 6th  
Street and Quilly Street and running South along the West side of North 6th Street Fifty-  
six (56) feet; thence West One hundred thirty-five (135) feet to the lot formerly owned by  
M. J. Janes; thence North Fifty-six (56) feet to Quilly Street; thence East along Quilly Street  
One hundred thirty-five (135) feet to the Point of Beginning and bounded as follows: North  
by East Quilly Street; East by North 6th Street; South by part of the lot formerly owned by  
M. F. Morris; and West by lot formerly owned by M. J. Janes.

The aforesaid property is designated in the present plan of numbering in use in the City of  
Griffin as No. 315 North 6th Street.

**Grantees accept this property subject to a covenant running with the land providing that Grantees shall take such action as necessary to combine this parcel with Tax Map Parcel 007 14010 so as to remove this lot from record as a separate buildable lot.**

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever owning, holding or claiming by, through or under the Grantor.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year above written.

GRIFFIN SPALDING COUNTY LAND BANK  
AUTHORITY

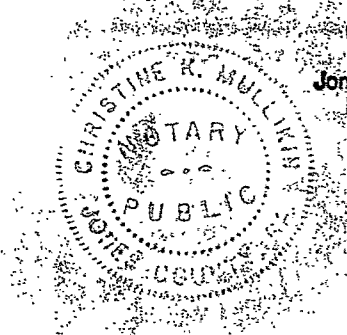
Signed, sealed and delivered in presence of

Megan Tatum  
Unofficial Witness

By: [Signature] (SEAL)  
John P. Joiner, Executive Director

Christine K. Mullikin  
Notary Public

Christine K Mullikin  
NOTARY PUBLIC  
Jones County, GEORGIA  
My Comm. Expires  
08/09/2019





# **GSCCLBA**

Griffin-Spalding County Land Bank Authority

## **Board of Directors**

Newton Galloway, Chair  
Patty Beckham, Vice-Chair  
Bruce Ballard, Treasurer  
Sharon King  
Pansy Copeland

## **MINUTES OF THE REGULAR MEETING**

January 12, 2023

## **MINUTES OF THE SPECIAL CALLED MEETING**

Thursday, January 26, 2023

The Regular Meeting of the Griffin-Spalding County Land Bank Authority was conducted on Thursday, January 12, 2023 at 4:00 p.m. at Historic City Hall, 201 E. Solomon St., Griffin, Georgia. Due to inclement weather, the meeting was continued at the Special Called Meeting of the Griffin-Spalding County Land Bank Authority on Thursday, January 26, 2023 at 4:00 p.m. at the same location.

### **Minutes of the meeting on January 12, 2023.**

#### **Call to Order**

- 1. Determination of Quorum.** The meeting was called to Order by the Chairman at 4:00 p.m. A quorum of the Authority was present: Mr. Ballard, Ms. King and Mr. Galloway.
- 2. Approval of Agenda.** The agenda was presented and amended. Agenda item 4(a) was added: Discussion on Property Closings. A Motion to Amend, Accept the agenda was made by Mr. Ballard, 2d by Ms. King and approved unanimously.
- 3. Approval of Minutes: November 2022.** The minutes of the Authority meeting on November 10, 2022 were presented and reviewed.

Due to weather, the meeting was moved from the Conference Room to the Historic City Hall basement.

#### **Regular Agenda**

##### **4. Report on Contracts (King)**

Ms. King stated that she had reviewed the pending contracts and closings on LBA properties. She prepared a long list of properties under contract which she provide to Authority members.

She discussed contracts between the Authority and Starttime Technology on properties located at 213, 215 E. Quilly, 810, 811 Pamela Drive and 103 Central Lake Drive. Another contract Starttime on 808 Meriwether has expired. She expressed concerned that the purchaser was a technology firm with little or no interest in redevelopment of residential properties for owner occupancy in Griffin. Efforts to contact them directly were not successful. She recommended that the Authority cancel the Starttime contracts. Ms. King moved to cancel the Starttime contracts and prepare a notification of cancellation to them, 2d by Mr. Ballard, unanimously approved.

Due to weather, the meeting was adjourned at 4:25.

### **Minutes of the Special Called Meeting on January 26, 2023.**

## **Call to Order**

- 1. Determination of Quorum.** The meeting was called to Order by the Chairman at 4:00 p.m. A quorum of the Authority was present: Ms. Beckham, Ms. King, Ms. Copeland and Mr. Galloway. Mr. Ballard arrived at 4:30.
- 2. Approval of Agenda.** The agenda was presented and amended. Agenda item 4(a) was added: Discussion on Property Closings. A Motion to Amend the agenda was made by Ms. King, 2d by Ms. Beckham and approved unanimously.
- 3. Approval of Minutes: November 2022.** (Previously approved on January 12, 2023).

## **Regular Agenda**

### **4. Report on Contracts (King)**

Ms. King continued the discussion on contracts between the Authority and Starttime Technology on properties located at 213, 215 E. Quilly, 810, 811 Pamela Drive, 103 Central Lake Drive and 808 Meriwether. All of the properties are vacant lots. The Right of Redemption has not been foreclosed on any of the properties. In her research, she found no indication that the purchaser has any interest in affordable housing. She restated her concern that the purchaser was a technology firm and had little or no interest in redevelopment of residential properties for owner occupancy in Griffin. She recommended that the Authority cancel the Starttime contracts. Ms. King moved to cancel the Starttime contracts and prepare a notification of cancellation to them, 2d by Ms. Beckham, unanimously approved.

#### **4.a. Discussion on Closings (King).**

Ms. King reported that 22 properties are ready to close, subject to completion of a final title opinion by Beck, Owen and Murray. The properties were identified during meetings with Authority counsel. She stated that the Authority needs to confirm that the purchasers still want the properties. She has contacted most of them. She could not reach Novaterra and Cooley. 12-13 of the properties are to be demolished. She will provide the Authority with a list of the properties.

## 5. Report of Finances, (SallardJ)

Mr. Ballard presented the Authority's bank statements and transactions through December, 2022. He noted that Authority funds to proceed with title work and closings will likely be exhausted in 4 months. The financial statements were approved on Motion by Ms. King, 2d by Ms. Beckham, approved unanimously

6. Public Comments. None.

## 7. Discuss County Nuisance Abatement/Trespassing (King)

Ms. King discussed the following properties as to which nuisance abatement and trespassing notices have been prepared and sent through Code Enforcement.

- 30 Franklin Dr-sent on 10/11 (ROR forecloses sometime in February 2023, needs demo)
- 139 Rehoboth Rd-sent on 9/19 (ROR needs foreclosing)
- 60 Fifth St-sent on 9/1 (ROR needs foreclosing)
- 122 Ella St-sent on 8/30 (COG) (ROR needs foreclosing)
- 4 Edwards-sent on 8/25 (ROR is foreclosed, request County demo)

## 8. Discuss Demolitions (King)

Ms. King discussed the following properties, noting that demolitions are scheduled for them.

- 55 Park Ave
- 152 Second Ave
- 416 Meadowlark Dr
- 55 Palm St

Ms. King also added 4 Edwards Street to the list. It was noted that 55 Palm is in unincorporated Spalding County and Dr. Ledbetter, County Manager should be contacted to determine when demolition can be done.

## 9. Discuss Individual Properties (King)

Ms. King discussed the following properties:

- A. 591 N 12th St: Contracted for purchased by Mike Jackson, the right of redemption has been foreclosed. Mr. Jackson desires to rescind the contract. He was directed to make the request in writing to the Authority.
- B. 522 Orange St: Mr. Jackson also has a contract for this property which he wants to merge into 526 Orange Street. Mr. Jackson was directed to make a written request. Ms. King will notify Mr. Jackson of the Authority's direction.
- C. 220 & 222 E Quilly St, 219 & 221 E Chappell St: Discussion on these properties was tabled.
- D. 341 N 14th St: Property under contract with Mr. Phelps for \$4,000. The structure should be demolished.

E. 309 *E Tinsley St*: Property under contract with Chris Ray. It is not structurally safe. The right of redemption has not been foreclosed. Motion to direct foreclosure of right of redemption by Mr. Galloway, 2d by Ms. Beckham, unanimously approved.

F. 817 *Ray St*: Discussion on this property was tabled.

G. 223 *Seminary Ridge*: Discussion on this property was tabled.

**10. Discussion on Status of Executive Director (Galloway)**

Mr. Galloway reported that no action has been taken by either City of Griffin or Spalding County to hire a new Executive Director. He has provided the Authority's recommendation for continued operation to both City and County; both of which have verbally agreed with therewith. But, no action has been taken.

**11. Update on Haisten Building status (Mr. Harvey)**

Mr. Harvey could not attend due to medical appointments. No discussed was conducted on this agenda item.

**12. Update on Discussion with Ms. Hollums and recent issues on ad valorem tax bills (Ballard/Galloway)**

Mr. Ballard and Mr. Galloway reported on their discussion with Ms. Hollums. Mr. Galloway reported that numerous people interested in purchasing Authority properties were referred to him office by the Tax Commissioner's office. Ms. Hollums documented the procedures by which title is reflected in the tax records, noting that the tax purchaser (irrespective of identity or government agency) is identified therein in the same manner. Properties acquired by the Authority are identified in the same manner as properties acquired by a private purchaser.

**13. Request for Release of Deed Covenants: 121 E. Chappell, 131 E. Chappell, 315 N. 6<sup>th</sup> (Mr. Joiner)**

Mr. Joiner did not appear. Mr. Galloway reported that Mr. Joiner requested relief from a deed restriction included in the deed from the Authority to Ms. Tracey Crowley. She acquired a vacant lot at 315 Quilley Street from the Authority that adjoined her property at 121 E. Chappell Street. The deed required combination of the two lots. Ms. Crowley sold the tract at 121 E. Chappell without complying with the deed restriction. Her failure was identified as she attempted to sell 315 Quilley and another property, 131 E. Chappell. He requested that the Authority revised the deed restriction. Later, Mr. Joiner advised that the transaction was resolved.

Discussing Mr. Joiner's request, the Authority noted that the issue of Ms. Crowley's violation of the deed restriction continued, irrespective of the sale of the property or the closing of the pending contract. The Authority agreed to discuss this further at the February meeting.

**14. Immigration Report Compliance (Galloway)**

Mr. Galloway reported that the Authority was required to submit an annual immigration report to the State Audit department. He reported that notices were sent to Ms. Church and Mr. Joiner, who were identified as previous contacts for the Authority. The report was due on December 31, 2022. However, access codes to allow the report to be filed could not be located and were not provided by either Ms. Church or

Mr. Joiner. The Authority directed Mr. Penland to contact the State Audit department and get the immigration report filed.

**15. GIRMA Insurance (Galloway)**

Mr. Galloway reported that the Authority's insurance through GIRMA requires renewal by February 6, 2023. Motion to renew Authority insurance through GIRMA by Mr. Galloway, 2d by Mr. Ballard, unanimously approved. Mr. Ballard agreed to provide the information to GIRMA for insurance renewal.

**16. Tree Service (King)**

Ms. King presented estimates for tree removal from tornado. Tree policy discussion deferred to February meeting.

**17. 1230 N. 9<sup>th</sup> Street Extension (King)**

Motion to notify Mr. Jackson that the contract for the purchase of this property has expired by Mr. Galloway, 2d by Mr. Ballard, unanimously approved.

**18. 1360 N. 9<sup>th</sup> Street Extension (King)**

Motion to notify Mr. Jackson that the contract for the purchase of this property has expired by Mr. Galloway, 2d by Mr. Ballard, unanimously approved.

**Authority Member Comments**

None.

**19. Executive session pursuant to O.C.G.A. §§ 50-14-2 and -3 (If needed).**

No Executive Session was conducted.

On Motion by Ms. Beckham, 2d by Mr. Ballard, unanimously adopted, the meeting was adjourned at 5:45.

# Spalding County, GA

## Summary

**Parcel Number** 007 14010  
**Account/Realkey** 1174  
**Location Address** 121 E CHAPPELL ST  
**Legal Description** E CHAPPELL ST  
(Note: Not to be used on legal documents)  
**Class** R3-Residential  
(Note: This is for tax purposes only. Not to be used for zoning.)  
**Tax District** GRIFFIN-TAD#1 (District 05)  
**Millage Rate** 37.348  
**Acres** 0.36  
**Homestead Exemption** Yes (S1)  
**Landlot/District** 160 / 02

[View Map](#)



## Owner

TIMMONS LISA M  
 LESTER JAMES B  
 121 E CHAPPELL STREET  
 GRIFFIN, GA 30223

## Land

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
Residential	E Broadway/Chappell/Tinsley	Lot	15,750	75	210	0.36	1

## Residential Improvement Information

**Style** One Family  
**Heated Square Feet** 2652  
**Interior Walls** Sheetrock  
**Exterior Walls** Wood Siding  
**Foundation** Masonry  
**Attic Square Feet** 48 - 100% Finished  
**Basement Square Feet** 938 Unfinished  
**Year Built** 1930  
**Roof Type** Shingles - Architectural  
**Flooring Type** Hardwood  
**Heating Type** Central AC (Heat/Cool)  
**Number Of Rooms** 13  
**Number Of Bedrooms** 5  
**Number Of Full Bathrooms** 3  
**Number Of Half Bathrooms** 0  
**Number Of Plumbing Extras** 10  
**Value** \$149,187  
**Condition** Average  
**Fireplaces\Appliances** Const 2 sty 1 Box 1

**Style** One Family  
**Heated Square Feet** 1008  
**Interior Walls** Pine  
**Exterior Walls** Concrete Block  
**Foundation** Slab  
**Attic Square Feet** 0  
**Basement Square Feet** 0  
**Year Built** 1960  
**Roof Type** Shingles - Asphalt  
**Flooring Type** Cement  
**Heating Type** No Heat  
**Number Of Rooms** 5  
**Number Of Bedrooms** 2  
**Number Of Full Bathrooms** 1  
**Number Of Half Bathrooms** 0  
**Number Of Plumbing Extras** 2  
**Value** \$40,604  
**Condition** Average

**Permits**

Permit Date	Permit Number	Type
02/27/2023	9018	ROOF
12/04/2020	5564	RENOVATIONS
10/26/2016	BR 16.0941	RENOVATIONS
12/21/2015	15.0974	GENERAL MAINT.
10/07/2015	15.0824	DEMOLITION
05/07/2014	14.0346	RENOVATIONS

**Sales**

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
11/18/2021	4870 236		\$285,000	NON FAIR MARKET VALUE	CROWLEY TRACY	TIMMONS LISA M & JAMES B LESTER
11/18/2021	4870 234	6 311	\$0	GIFT	ELROD BEN	CROWLEY TRACY
9/9/2016	4253 19		\$25,000	CORRECTED DEED	KUPRES OBRAD	CROWLEY TRACY JOHN ET AL
9/9/2016	4095 167	6 311	\$25,000	LEGAL	KRUPES OBARD	CROWLEY TRACY JOHN ET AL
4/13/2016	4043 348	6 311	\$10,000	QUIT CLAIM	NEPTUNE BUILDERS LLC	KRUPES OBARD
8/14/2015	3979 4		\$10,000	MULTI-FAMILY - FAIR MARKET	KL HOUSES LLC	NEPTUNE BUILDERS LLC
4/13/2010	3443 244		\$0	DEED UNDER POWER	WILLIS JAMES D	SOUTHEASTERN REAL ESTATE DEV LLC
3/29/2010	3441 279		\$0	QUIT CLAIM	IDA RHOE JOHNSON LLC	WILLIS JAMES D
11/24/2009	3408 327		\$0	NON FAIR MARKET VALUE	WILLIS JAMES D	IDA RHOE JOHNSON LLC
4/18/2001	1884 299		\$83,500	FAIR MARKET - IMPROVED	QUICK JAMES C	WILLIS JAMES D
8/4/1983	694 342		\$21,000	FAIR MARKET - IMPROVED	ANGLYN HUGH	QUICK JAMES C
9/22/1948	114 184		\$0	NON FAIR MARKET VALUE		ANGLYN HUGH

**Valuation**

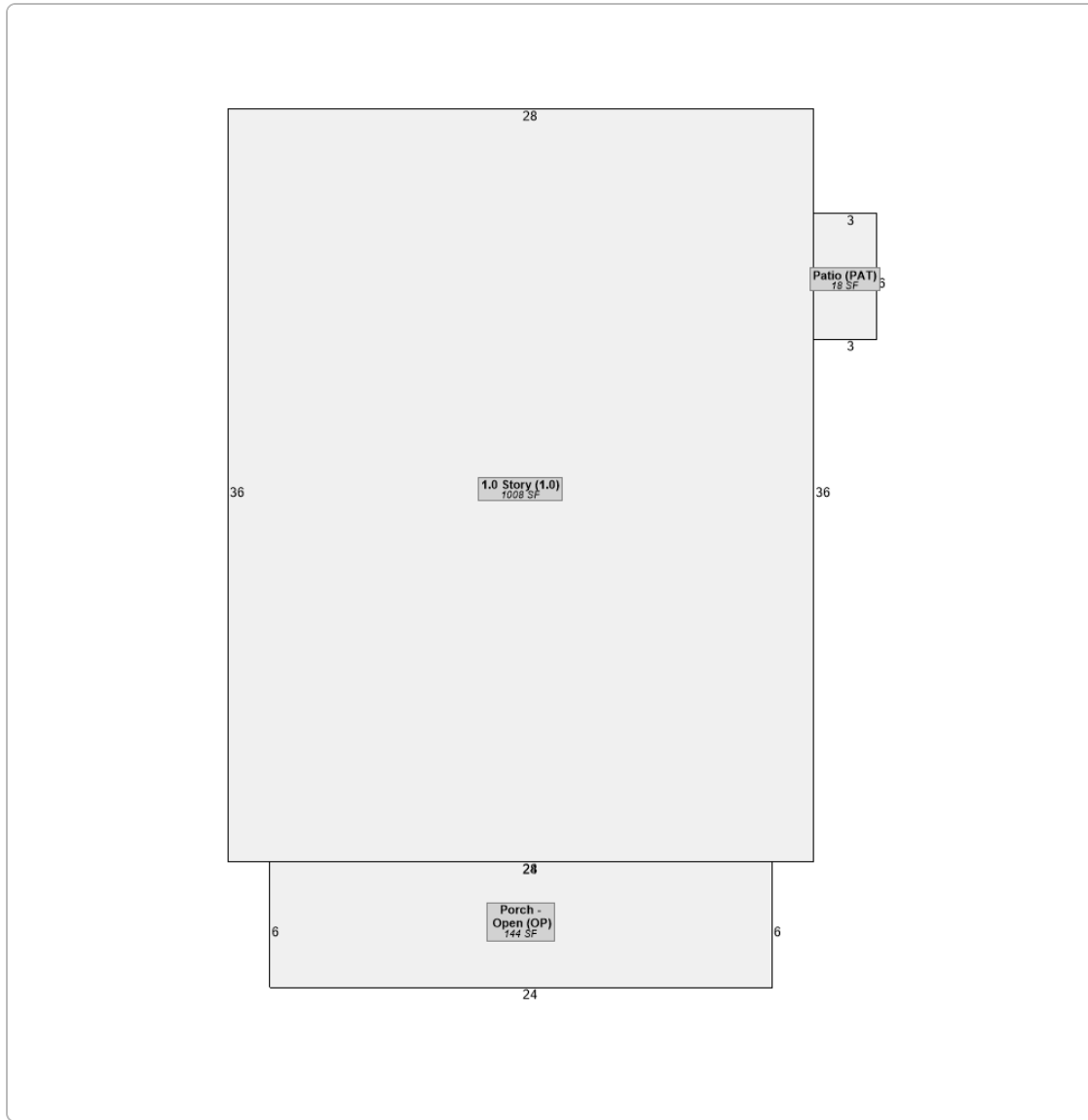
	2025	2024	2023	2022
Previous Value	\$204,791	\$205,246	\$164,395	\$44,469
Land Value	\$15,000	\$15,000	\$16,000	\$8,000
+ Improvement Value	\$189,791	\$189,791	\$189,246	\$156,395
+ Accessory Value	\$0	\$0	\$0	\$0
= Current Value	\$204,791	\$204,791	\$205,246	\$164,395

**Photos**



**Sketches**





No data available for the following modules: Online Appeal, Rural Land, Conservation Use Rural Land, Commercial Improvement Information, Mobile Homes, Accessory Information, Prebill Mobile Homes.

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# Spalding County, GA

## Summary

**Parcel Number** 007 14008  
**Account/Realkey** 1172  
**Location Address** 131 E CHAPPELL ST  
**Legal Description** E CHAPPELL ST  
(Note: Not to be used on legal documents)  
**Class** R3-Residential  
(Note: This is for tax purposes only. Not to be used for zoning.)  
**Tax District** GRIFFIN-TAD#1 (District 05)  
**Millage Rate** 37.348  
**Acres** 0.27  
**Homestead Exemption** No (S0)  
**Landlot/District** 160 / 02

[View Map](#)



## Owner

**HOOVER ZANE**  
**131 EAST CHAPPELL ST**  
**GRIFFIN, GA 30223**

## Land

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
Residential	E Broadway/Chappell/Tinsley	Lot	11,550	75	154	0.27	1

## Residential Improvement Information

**Style** One Family  
**Heated Square Feet** 1803  
**Interior Walls** Sheetrock  
**Exterior Walls** Wood Siding  
**Foundation** Masonry  
**Attic Square Feet** 0  
**Basement Square Feet** 0  
**Year Built** 1960  
**Roof Type** Shingles - Architectural  
**Flooring Type** Carpet/Hdwd/Tile  
**Heating Type** Central AC (Heat/Cool)  
**Number Of Rooms** 6  
**Number Of Bedrooms** 2  
**Number Of Full Bathrooms** 2  
**Number Of Half Bathrooms** 0  
**Number Of Plumbing Extras** 5  
**Value** \$129,234  
**Condition** Average  
**House Address** 131 E CHAPPELL ST

## Permits

Permit Date	Permit Number	Type
07/18/2019	3210	RENOVATIONS
07/18/2017	BR-17.0049	RENOVATIONS

**Sales**

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
1/12/2023	5075 61		\$205,000	FAIR MARKET - IMPROVED	CROWLEY TRACY	HOOVER ZANE
5/2/2022	4963 138		\$0	DIVISION OF PROP	ELROD BEN	CROWLEY TRACY
10/31/2016	4106 342		\$5,500	GOVERNMENT	GRIFFIN SPALDING CO LAND BANK	ELROD BEN & TRACY CROWLEY
8/7/2012	3661 182		\$4,172	TAX SALE	TAX COMMISSIONER AND EX OFFICIO SHERIFF	GRIFFIN SPALDING CO LAND BANK AUTH
12/3/1990	1017 343		\$0	ESTATE	RUCKER THOMAS JOE	MATTHEWS QUEEN VICTORIA
1/9/1979	555 099		\$18,500	FAIR MARKET - IMPROVED	WALLER ANN MORRIS	RUCKER JOE THOMAS
6/6/1956			\$0	NON FAIR MARKET VALUE		WALLER ANN MORRIS

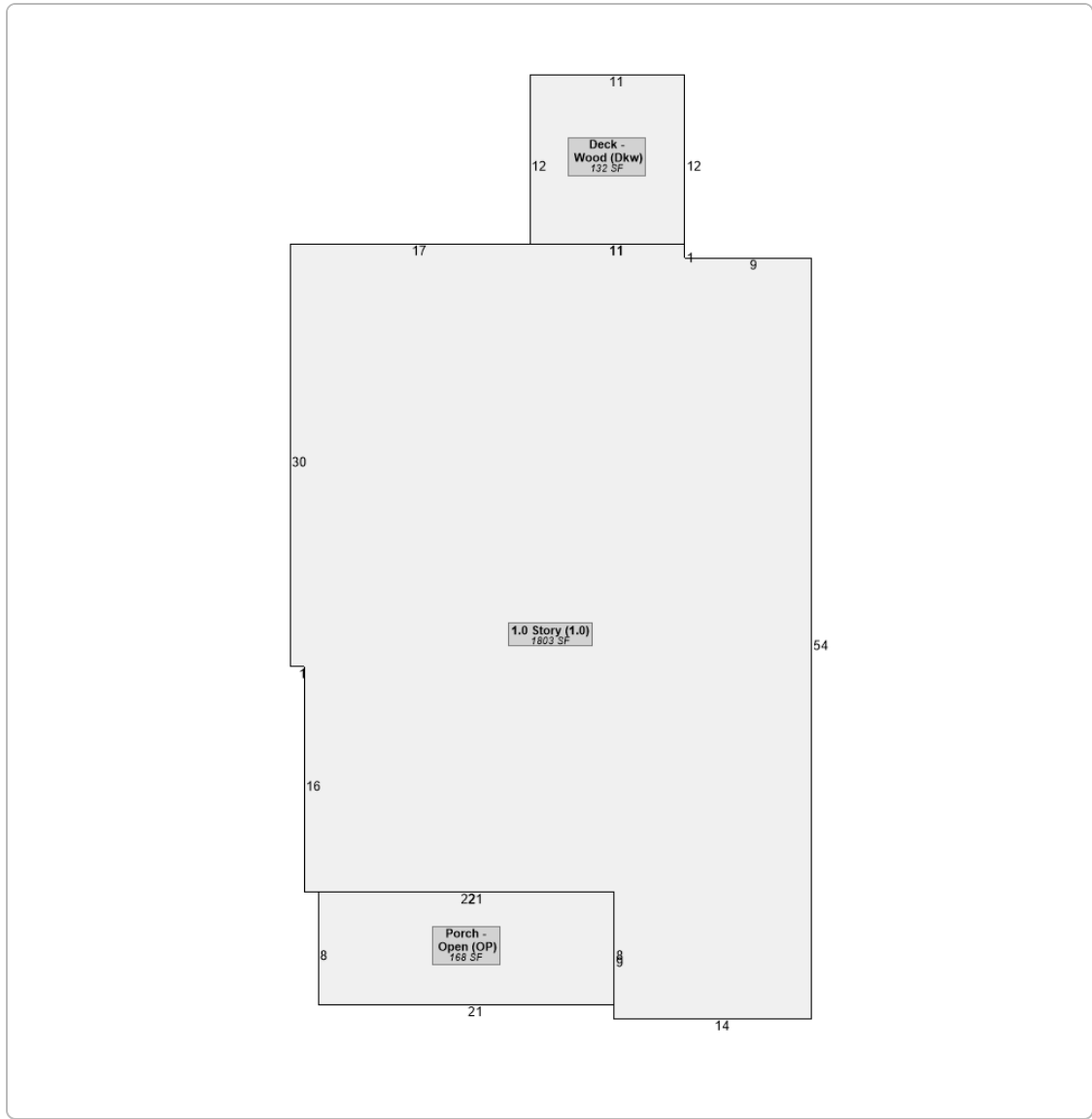
**Valuation**

	2025	2024	2023	2022
Previous Value	\$140,234	\$72,284	\$55,864	\$48,856
Land Value	\$11,000	\$11,000	\$14,400	\$7,200
+ Improvement Value	\$129,234	\$129,234	\$57,884	\$48,664
+ Accessory Value	\$0	\$0	\$0	\$0
= Current Value	\$140,234	\$140,234	\$72,284	\$55,864

**Photos**



**Sketches**



No data available for the following modules: Online Appeal, Rural Land, Conservation Use Rural Land, Commercial Improvement Information, Mobile Homes, Accessory Information, Prebill Mobile Homes.

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# Spalding County, GA

## Summary

**Parcel Number** 007 14007  
**Account/Realkey** 1171  
**Location Address** 315 N 6TH ST  
**Legal Description** N 6TH ST  
(Note: Not to be used on legal documents)  
**Class** R3-Residential  
(Note: This is for tax purposes only. Not to be used for zoning.)  
**Tax District** GRIFFIN-TAD#1 (District 05)  
**Millage Rate** 37.348  
**Acres** 0.17  
**Homestead Exemption** No (S0)  
**Landlot/District** 160 / 02

[View Map](#)

## Owner

ELROD BEN NATHANIAL  
 CROWLEY TRACY JOHN  
 1302 VAUGHN RD  
 GRIFFIN, GA 30223

## Land

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
Residential	E Broadway/Chappell/Tinsley	Lot	7,560	56	135	0.17	1

## Sales

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
11/7/2016	4185 250		\$250	GOVERNMENT	GRIFFIN SPALDING CO LAND BANK AUTH	ELROD BEN & TRACY CROWLEY
11/5/2015	4005 191		\$0	GOVERNMENT	GEORGIA RESIDENTIAL PARTNERS L	GRIFFIN SPALDING CO LAND BANK AUTH
12/18/2014	3912 61		\$300,000	MULTIPLE PARCELS	GRIFFEN QUADS LLC	GEORGIA RESIDENTIAL PARTNERS LLC
12/31/2013	3815 108		\$0	KIN	BUSH NEAL A	GRIFFEN QUADS LLC
12/31/1986	827 19		\$130,000	MULTIPLE PARCELS	BANKS L C & P N	BUSH NEAL A
1/1/1983	679 125		\$53,700	MULTIPLE PARCELS	FLOYD W TED	BANKS L C & P N
11/1/1982	675 102		\$0	NON FAIR MARKET VALUE	FLOYD W TED AND STACY JR SAMUEL V	FLOYD W TED
10/13/1981	646 290		\$80,000	MULTIPLE PARCELS	MCDONALD J S	FLOYD W TED & STACY SAMUEL V JR
2/7/1945	99 317		\$0	NON FAIR MARKET VALUE		MCDONALD J S

## Valuation

	2025	2024	2023	2022
Previous Value	\$10,000	\$8,000	\$4,000	\$4,000
Land Value	\$10,000	\$10,000	\$8,000	\$4,000
+ Improvement Value	\$0	\$0	\$0	\$0
+ Accessory Value	\$0	\$0	\$0	\$0
= Current Value	\$10,000	\$10,000	\$8,000	\$4,000

No data available for the following modules: Online Appeal, Rural Land, Conservation Use Rural Land, Residential Improvement Information, Commercial Improvement Information, Mobile Homes, Accessory Information, Prebill Mobile Homes, Permits, Photos, Sketches.

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## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

6. Consider the Consolidation of 109 Princess Circle and 0-Princess Circle (PIN 268 02041)

#### **Submitted By:**

Christopher Blocker

#### **Meeting Date:**

27/05/2026

#### ATTACHMENTS:

[109 Princess Cir-Map and Survey Quotes.pdf](#)



Overview



Legend

- Parcels
- Roads

Parcel ID 275B01006  
 Class Code Exempt  
 Taxing District SPALDING COUNTY  
 Acres 1.0

Owner GRIFFIN SPALDING CO LAND BANK  
 AUTHORITY  
 406 N HILL ST  
 GRIFFIN, GA 30223  
 Physical Address 109 PRINCESS CIR

Assessed Value Value \$23000  
 Land Value Value \$23000

Last 2 Sales			
Date	Price	Reason	Qual
1/5/2016	\$4077	TS	U
1/31/2008	0	XX	U

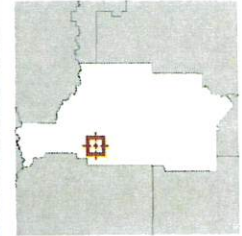
(Note: Not to be used on legal documents)

Date created: 5/14/2026  
 Last Data Uploaded: 5/14/2026 11:27:13 AM

Developed by SCHNEIDER  
 GEOSPATIAL



Overview



Legend

- Parcels
- Roads

Parcel ID 268 02041  
 Class Code Exempt  
 Taxing District SPALDING COUNTY  
 Acres 1.12

Owner GRIFFIN SPALDING CO LAND BANK  
 AUTHORITY  
 406 N HILL ST  
 GRIFFIN, GA 30223  
 Physical Address PRINCESS CIR

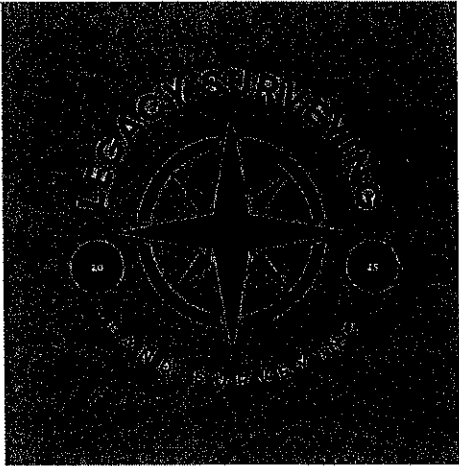
Last 2 Sales			
Date	Price	Reason	Qual
3/1/2016	\$1584	TS	U
1/31/2008	0	XX	U

Assessed Value Value \$10080  
 Land Value Value \$10080

(Note: Not to be used on legal documents)

Date created: 5/14/2026  
 Last Data Uploaded: 5/14/2026 11:27:13 AM

Developed by SCHNEIDER  
 GEOSPATIAL



# QUOTE

# 185

## Legacy Surveying

Georgia

U.S.A.

4045699115

jakecarver@legacysurveying.net

Bill To

**Mr. Christopher Blocker**

:

14 May 2026

Expiry Date :

14 Jun 2026

Subject :

Boundary survey Lot Modification 109 Princess Cir Griffin and Parcel #268 02041

#	Item & Description	Qty	Rate	Amount
1	Lot Modification Boundary survey 109 Princess Cir & Parcel Id 268 02041	1.00	1,500.00	1,500.00
2	Spalding county Approval and recording fees Included.	1.00	0.00	0.00
			Sub Total	1,500.00
			<b>Total</b>	<b>\$1,500.00</b>

### Notes

Looking forward for your business.

### Terms & Conditions

Payment due upon completion of the Lot modification Boundary survey.



# TERRA SERVICES

**Randy Davis**  
**Georgia Registered Professional Land Surveyor #3448**  
1480 Scott Road  
Williamson GA 30292  
Randy.tscllc@gmail.com  
(770) 468-9838

Terra Services Company, LLC is pleased to submit this proposal for the following:

Project Location: 109 Princess Court, Griffin GA & Spalding County Tax Parcel ID: 268 02041

See below for professional survey work at the aforementioned property. The estimated fee for this project is as follows:

- 1. Boundary Retracement of both parcels and Combination Plat \$2350**
- 2. Spalding County Planning & Zoning Review Fee \$50**
- 3. Recording Fee \$150**

**Total: \$2550**

If excessive measuring/surveying outside of the normal scope of this survey is required to produce accurate data, additional fees may be required.

If you agree to the scope listed above along with the fee and schedule for completing these services, please have an authorized agent responsible for payment sign proposal and email back at your earliest convenience. ([randy.tscllc@gmail.com](mailto:randy.tscllc@gmail.com)). All payments are due within 14 days from the date of the invoice unless other arrangements have been agreed upon by both parties in writing.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Terra Services Representative

\_\_\_\_\_  
Date



**McCann Land Surveyors**  
 315 South 9<sup>th</sup> Street, Griffin, GA 30224  
 (o) (470) 204-7080 (w) mccannls.com

## Combination Survey Proposal

**Proposal #: R26005**

**Issue Date: 5/14/2026**

**Site Info**

Name: Belle Street and Princess Circle Parcels  
 Address: Belle Street, Griffin, GA 30223  
 Princess Circle, Griffin, GA 30224  
 Contact: Danielle Tilson  
 Scope of work: Combination Survey

**Client Info**

Name: Griffin Spalding County Land Bank Authority  
 Address: 406 N Hill St., Griffin, GA 30223  
 Phone: 770-233-4130  
 Contact: [cblocker@cityofgriffin.com](mailto:cblocker@cityofgriffin.com)

**Combination Survey:**

We appreciate your interest in our surveying services for your properties at: 446 Belle St. (0.06 +/- acres) and the adjoining property at 448 Belle St. (0.08 +/- acres), Griffin, GA, Spalding County. As well as 109 Princess Circle (1 +/- acres) and the adjoining parcel number 268 02041 (1.12 +/- acres) in Griffin, GA, Spalding County. This scope of work for a combination survey typically includes performing any necessary courthouse research, finding and flagging all of your property corners (replacing any missing ones along the exterior of the combined parcel) and producing a combination plat drawing to meet municipal standards. This drawing will be certified by a Georgia Professional Land Surveyor from field-run data showing the above mentioned parcels combining to form one contiguous parcel. This fee includes one round of county comments. We will address any county comments after the first round at an hourly fee of \$125 for our drafting work and \$180 for our field work.

**Lump Sum Fee for Properties on Belle St. - \$2,900.00 (Includes Filing Fee)**

**Lump Sum Fee for Princess Circle and Parcel #268 02041 - \$3,140.00 (Includes Filing Fee)**

**Authorization:** If you agree to the scope listed above along with the fee for completing these services, please sign this proposal and email (if applicable) to us at [danielle@mccannls.com](mailto:danielle@mccannls.com).

**Unforeseen Circumstances:** MCLS strives to provide accurate and thorough services in a timely manner. However, some circumstances can delay your due date, such as insufficient or illegible courthouse records, field evidence conflicting with records, a need for testimony from neighbors or previous owner, etc. You will be notified in writing should we encounter any of these on your site.



**McCann Land Surveyors**

315 South 9<sup>th</sup> Street, Griffin, GA 30224

(o) (470) 204-7080 (w) mccannls.com

**Waiver of liability:** Client understands that Land surveying is based on a limited public records search without benefit of a title report. Surveyors use his experience and professional opinion to make decisions regarding land surveying services. Any professional liability on the project shall be limited to a maximum amount equal to the dollar amount paid in full services for the scope of the services listed above.

**Schedule:** Given our current workload, we can start the field work on May 26th and have the surveys prepared for filing at the courthouse by the week of June 15th. Please contact us If you have any questions or if you would like to proceed with booking/scheduling.

**Invoicing:** Payment is due and will be invoiced once both surveys are filed at the courthouse. All survey data, files, records, documents, and work product generated or used by McCann Land Surveyors remain our exclusive property unless otherwise agreed to in writing. Fees are for professional services provided and do not transfer ownership rights to underlying data or documents. Any overdue amounts will accrue interest at 3% per month, compounded monthly, or the maximum rate permitted under applicable federal and Georgia law (including 1.5% per month simple interest for commercial accounts), whichever is greater and lawful. Interest applies to all unpaid balances, and McCann Land Surveyors reserves all rights and remedies, including suspending services, withholding deliverables, and pursuing collection of outstanding sums, interest, and associated costs. The contents of this email are confidential and intended solely for the recipient, and may not be shared or distributed without prior written permission from McCann Land Surveyors

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

*Danielle Tilson* 5/14/2026

Danielle Tilson - Marketing & Sales Manager Date

## Christopher Blocker

---

**From:** Joey Scanlon <joey@scanloneng.com>  
**Sent:** Tuesday, May 19, 2026 5:22 PM  
**To:** Christopher Blocker  
**Cc:** Jeff Willis; Susie Scanlon; Wilden Scanlon  
**Subject:** Surveying Proposal from Scanlon Engineering Services, Inc. for Combining 109 Princess Cir. & Tax Parcel ID#26802041

To: Christopher Blocker

Thank you for requesting a proposal from Scanlon Engineering Services, Inc. (SES) to complete survey services for the two parcels listed below:

**Property 1 (see pink number 1 on image below)**

[qPublic - Spalding County, GA - Map](#)

109 Princess Circle, Griffin, Spalding County, GA 30224

**Property 2 (see pink number 2 on image below)**

[qPublic - Spalding County, GA - Map](#)

Tax Parcel ID#26802041, Griffin, Spalding County, GA 30224

Please confirm the property outlined in blue on the tax map aerial photograph below is the property to be surveyed.

SES will complete the following Scope of Surveying Services:

**Provide plat**

1. Complete on-line research
2. Locate/mark existing property corners
3. Complete boundary/as-built survey showing visible man-made structures, driveways, sidewalks, visible above ground utilities, fences (not cross-fencing), property lines, and adjoining right of way on the plat.
4. Provide a recordable plat, combining the two parcels, that meets the requirements GA Law and Spalding Co.
5. Set 1/2" rebar at missing property corners
6. Submit plat to Spalding Co. for approval
7. Once Spalding Co. approves the plat, SES shall record the plat with the Spalding Co. Clerk of Court

**SES will complete Surveying Items 1-5 for a Lump Sum Fee = \$1,650.00**  
**SES will complete Surveying Item 6-7 for a Lump Sum Fee = \$200.00 +**  
**\$3.00/hard copy of plat+ \$10.35 Spalding Co. plat recording fee + \$50.00**  
**postage/clerical to mail plats to Client**

SES will complete Items 1-5 within 15-working days of receiving acceptance of this proposal and payment of the retainer.

Sincerely, Joey

Michael J. Scanlon, PE  
Vice President

Scanlon Engineering Services, Inc.  
Mailing Address: PO Box 1649  
Griffin, GA 30224  
Building Address: 221 E. Bank Street  
Griffin, Georgia 30223  
Cell Phone - 678-618-3665  
Office Phone - 678-967-2051  
website - [www.scanloneng.com](http://www.scanloneng.com)

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

7. Consider the consolidation of 446 Belle St and 448 Belle St (Blocker and M. Haynes)

#### **Submitted By:**

Christopher Blocker

#### **Meeting Date:**

27/05/2026

#### ATTACHMENTS:

[446 Belle St-Property Map and Survey.pdf](#)



Overview



Legend

- Parcels
- Roads

Parcel ID 009 05003  
 Class Code Exempt  
 Taxing District GRIFFIN  
 Acres 0.06

Owner GRIFFIN SPALDING CO LAND BANK  
 AUTHORITY  
 406 N HILL ST  
 GRIFFIN, GA 30223  
 Physical Address 446 BELLE ST  
 Assessed Value Value \$8000  
 Land Value Value \$8000

Last 2 Sales			
Date	Price	Reason	Qual
1/7/2020	\$6501	TS	U
2/24/2000	\$79000	MT	U

(Note: Not to be used on legal documents)

Date created: 5/22/2026  
 Last Data Uploaded: 5/22/2026 11:37:55 AM

Developed by **SCHNEIDER**  
 GEOSPATIAL



Overview



Legend

- Parcels
- Roads

<p>Parcel ID    009 05002          Class Code    Exempt          Taxing District    GRIFFIN          Acres    0.08</p>	<p>Owner    GRIFFIN SPALDING CO LAND BANK          AUTHORITY          406 N HILL ST          GRIFFIN, GA 30223          Physical Address    448 BELLE ST          Assessed Value    Value \$8000          Land Value    Value \$8000</p>	<p>Last 2 Sales</p> <table border="0"> <thead> <tr> <th>Date</th> <th>Price</th> <th>Reason</th> <th>Qual</th> </tr> </thead> <tbody> <tr> <td>7/7/2015</td> <td>\$1832</td> <td>TS</td> <td>U</td> </tr> <tr> <td>2/15/2011</td> <td>0</td> <td>QC</td> <td>U</td> </tr> </tbody> </table>	Date	Price	Reason	Qual	7/7/2015	\$1832	TS	U	2/15/2011	0	QC	U
Date	Price	Reason	Qual											
7/7/2015	\$1832	TS	U											
2/15/2011	0	QC	U											

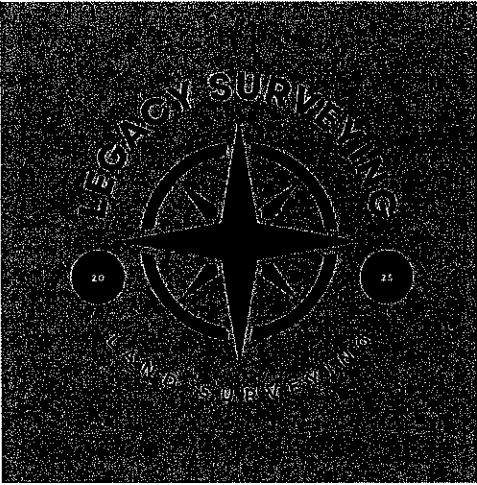
(Note: Not to be used on legal documents)

Date created: 5/22/2026  
 Last Data Uploaded: 5/22/2026 11:37:55 AM

Developed by **SCHNEIDER**  
 GEOSPATIAL

# QUOTE

# 184



**Legacy Surveying**  
Georgia  
U.S.A.  
4045699115  
jakecarver@legacysurveying.net

Bill To : 14 May 2026  
**Mr. Christopher Blocker** Expiry Date : 14 Jun 2026

Subject :  
Lot combination for 446 Belle St and 448 Belle St Griffin

#	Item & Description	Qty	Rate	Amount
1	Boundary survey Lot modification 446 and 448 Belle St Griffin	1.00	1,200.00	1,200.00
2	Includes the approval and recording fees of Spalding county	1.00	0.00	0.00
			Sub Total	1,200.00
			<b>Total</b>	<b>\$1,200.00</b>

Notes  
Looking forward for your business.

Terms & Conditions  
Payment due at completion of Lot Modification Plat.



**Randy Davis**  
**Georgia Registered Professional Land Surveyor #3448**  
1480 Scott Road  
Williamson GA 30292  
Randy.tscllc@gmail.com  
(770) 468-9838

Terra Services Company, LLC is pleased to submit this proposal for the following:

Project Location: 446 & 448 Belle Street, Griffin GA, Spalding County Tax Parcel ID: 009 05003 & 009 05002

See below for professional survey work at the aforementioned property. The estimated fee for this project is as follows:

- 1. Boundary Retracement of both parcels and Combination Plat \$2100**
- 2. City of Griffin Planning & Zoning Application Fee \$50**
- 3. Recording Fee \$350**

**Total: \$2500**

If excessive measuring/surveying outside of the normal scope of this survey is required to produce accurate data, additional fees may be required.

If you agree to the scope listed above along with the fee and schedule for completing these services, please have an authorized agent responsible for payment sign proposal and email back at your earliest convenience. ([randy.tscllc@gmail.com](mailto:randy.tscllc@gmail.com)). All payments are due within 14 days from the date of the invoice unless other arrangements have been agreed upon by both parties in writing.

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Client Signature \_\_\_\_\_ Date \_\_\_\_\_ Terra Services Representative \_\_\_\_\_ Date \_\_\_\_\_



**McCann Land Surveyors**  
315 South 9<sup>th</sup> Street, Griffin, GA 30224  
(o) (470) 204-7080 (w) mccannls.com

## Combination Survey Proposal

**Proposal #: R26005**

**Issue Date: 5/14/2026**

### Site Info

Name: Belle Street and Princess Circle Parcels  
Address: Belle Street, Griffin, GA 30223  
Princess Circle, Griffin, GA 30224  
Contact: Danielle Tilson  
Scope of work: Combination Survey

### Client Info

Name: Griffin Spalding County Land Bank  
Authority  
Address: 406 N Hill St., Griffin,  
GA 30223  
Phone: 770-233-4130  
Contact: [cblocker@cityofgriffin.com](mailto:cblocker@cityofgriffin.com)

### **Combination Survey:**

We appreciate your interest in our surveying services for your properties at: 446 Belle St. (0.06 +/- acres) and the adjoining property at 448 Belle St. (0.08 +/- acres), Griffin, GA, Spalding County. As well as 109 Princess Circle (1 +/- acres) and the adjoining parcel number 268 02041 (1.12 +/- acres) in Griffin, GA, Spalding County. This scope of work for a combination survey typically includes performing any necessary courthouse research, finding and flagging all of your property corners (replacing any missing ones along the exterior of the combined parcel) and producing a combination plat drawing to meet municipal standards. This drawing will be certified by a Georgia Professional Land Surveyor from field-run data showing the above mentioned parcels combining to form one contiguous parcel. This fee includes one round of county comments. We will address any county comments after the first round at an hourly fee of \$125 for our drafting work and \$180 for our field work.

**Lump Sum Fee for Properties on Belle St. - \$2,900.00 (Includes Filing Fee)**

**Lump Sum Fee for Princess Circle and Parcel #268 02041 - \$3,140.00 (Includes Filing Fee)**

**Authorization:** If you agree to the scope listed above along with the fee for completing these services, please sign this proposal and email (if applicable) to us at [danielle@mccannls.com](mailto:danielle@mccannls.com).

**Unforeseen Circumstances:** MCLS strives to provide accurate and thorough services in a timely manner. However, some circumstances can delay your due date, such as insufficient or illegible courthouse records, field evidence conflicting with records, a need for testimony from neighbors or previous owner, etc. You will be notified in writing should we encounter any of these on your site.

## Christopher Blocker

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**From:** Joey Scanlon <joey@scanloneng.com>  
**Sent:** Tuesday, May 19, 2026 4:41 PM  
**To:** Christopher Blocker  
**Cc:** Wilden Scanlon; Susie Scanlon; Jeff Willis  
**Subject:** Surveying Proposal from Scanlon Engineering Services, Inc. for Combining 446 & 448 Belle Street

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

To: **Christopher Blocker | City of Griffin Land Bank Authority Manager**

Thank you for requesting a proposal from Scanlon Engineering Services, Inc. (SES) to complete survey services for the two properties listed below:

1. 446 Belle Street, Griffin, GA 30223  
<https://qpublic.schneidercorp.com/Application.aspx?AppID=766&LayerID=11802&PageTypeID=1&KeyValue=009%2005003>
2. 448 Belle Street, Griffin, GA 30223  
<https://qpublic.schneidercorp.com/Application.aspx?AppID=766&LayerID=11802&PageTypeID=1&KeyValue=009%2005003>

Please confirm the property outlined in blue and red and shown on the image below is the correct property to be surveyed.

SES will complete the following Scope of Surveying Services:

### **Provide plat**

1. Complete on-line research
2. Locate/mark existing property corners as needed to complete the survey.
3. Complete boundary/as-built survey showing visible man-made structures, driveways, sidewalks, visible above ground utilities, fences (not cross-fencing), property lines, and adjoining right of way on the plat.
4. Provide a recordable plat, combining two (2) lots into one lot, that meets the requirements GA Law and Spalding County.
5. Set 1/2" rebar at missing property corners
6. Submit plat to City of Griffin for approval.
7. Once the plat is approved by the City of Griffin, SES shall record plat with Spalding County Clerk of Superior Court

**SES will complete Surveying Items 1-5 for a Lump Sum Fee = \$1,500.00**

**SES will complete Surveying Item 6-7 for a Lump Sum Fee = \$200.00 + \$3.00/hard copy of plat + \$10.35 Spalding County Plat recording fee**

You can pay by cash, check, or credit card. If you choose to pay by credit card, there is a 3% credit card convenience fee.

Sincerely, Joey

Michael J. Scanlon, PE  
Vice President

Scanlon Engineering Services, Inc.  
221 E. Bank Street  
Griffin, Georgia 30223  
Cell Phone - 678-618-3665  
Office Phone - 678-967-2051  
website - [www.scanloneng.com](http://www.scanloneng.com)

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

8. Consider the reissuance of a Request for Proposal for the purchase and sale of 522 Meriwether St. (N. Galloway and Blocker)

#### **Submitted By:**

Christopher Blocker

#### **Meeting Date:**

27/05/2026

#### ATTACHMENTS:

[522 Meriwether St-Current Photos.pdf](#)

[RFP Haisten Hospital-7.11.24.pdf](#)













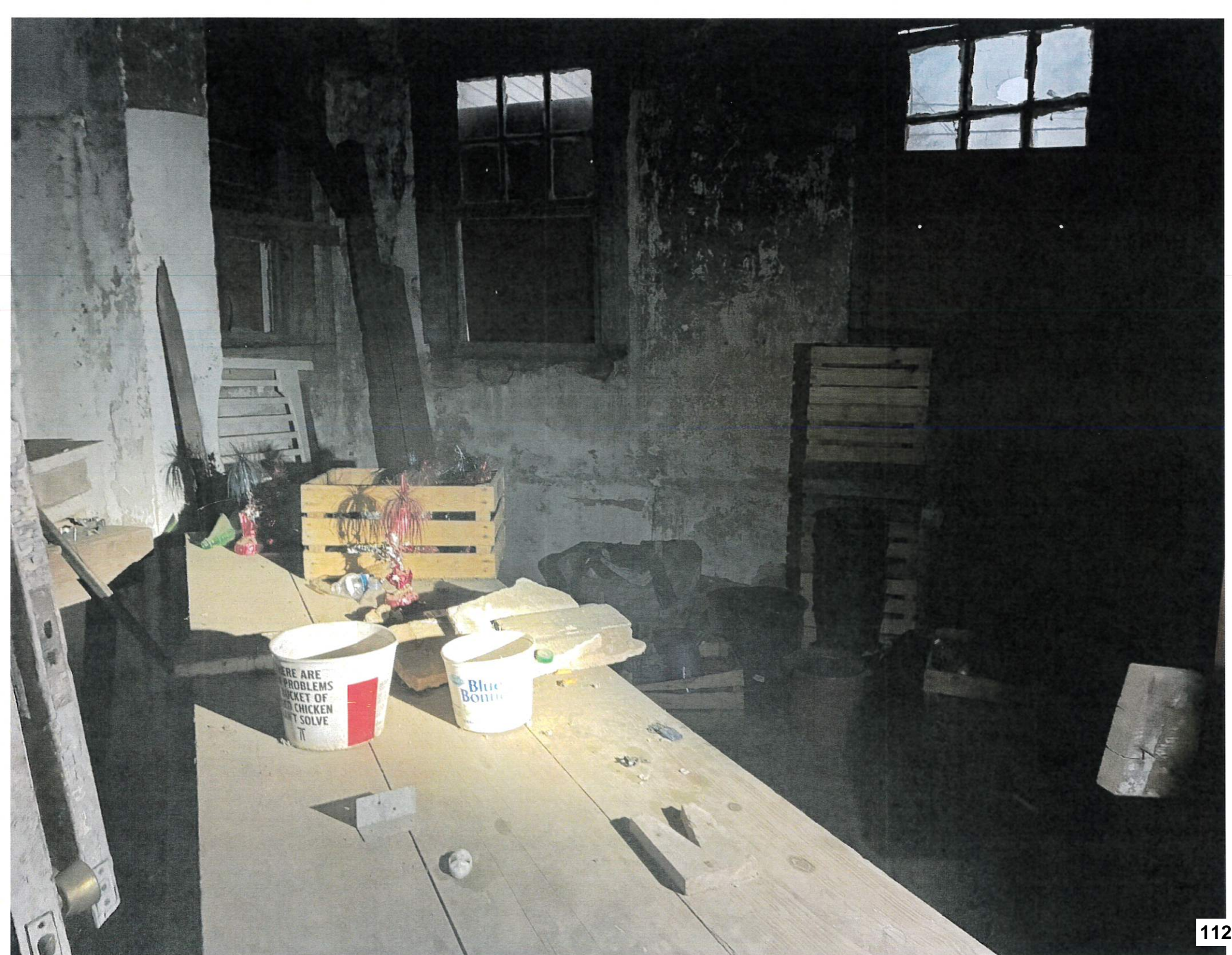






















**GRIFFIN-SPALDING COUNTY LAND BANK AUTHORITY  
REQUEST FOR PROPOSAL  
SALE OF REAL PROPERTY LOCATED AT  
522 MERIWETHER STREET, GRIFFIN, SPALDING COUNTY, GEORGIA  
July 11<sup>th</sup>, 2024**

Griffin-Spalding County Land Bank Authority, (hereinafter "GSCLBA") is seeking Requests for Proposals for the rehabilitation and disposition of real property, AS IS WHERE IS AND WITH NO WARRANTIES, for the property more particularly described as follows:

**All that tract or parcel of land lying and being in Land Lot 143 of the 2nd District of Spalding County, Georgia and being more particularly described as follows:**

**Beginning at an iron rod found at the intersection of the Southerly right of way of Meriwether Street and the Easterly right of way of South 12th Street Extension (50 foot right-of-way); thence, along the Southerly right of way of Meriwether Street, North 58 degrees 11 minutes 49 seconds East a distance of 348.11 feet to an iron rod found; thence South 32 degrees 50 minutes 00 seconds East a distance of 186.06 feet to a point on the Northerly right of way of West College Street (50 foot right of way); thence along the Northerly right of way of West College Street, South 72 degrees 36 minutes 12 seconds West a distance of 310.19 feet to a point on the Easterly right of way of South 12th Street Extension; thence along said right of way along a curve to the right a distance of 43.94 feet (said arc being subtended by a chord bearing North 77 degrees 03 minutes 23 seconds West a distance of 41.91 feet and a radius of 41.44 feet) to a point on the Easterly right of way of South 12th Street Extension; thence along said right of way North 46 degrees 41 minutes 58 seconds West a distance of 82.39 feet to an iron rod found and the point of beginning;**

**LESS AND EXCEPTING HOWEVER,**

**All that tract or parcel of land being more particularly shown and designated as Area: 0.244 Acres, on a plat of survey entitled "Property Survey for Bobby F. Newberry" prepared by Kenneth E. Presley & Associates, dated August 1, 1995, a copy of which said plat is recorded in Plat Book 21, page 741, Spalding Superior Court records; said plat together with the metes, bounds, courses and distances as shown thereon is incorporated by reference and made a part hereof as fully as if set out herein.**

**Said tract is more particularly shown and designated as Area: 0.854 Acres on the above described property survey, being improved property known as 522 Meriwether Street, Griffin, Georgia, 30223, according to the present system of numbering in Spalding County, Georgia.**

It is the intent of GSCLBA to sell the property AS IS and WHERE IS with no warranties except the warranty of title for the time the property has been owned by GSCLBA. Written offers to purchase shall include the offer amount and other terms as proposed by the offeror in response to the following criteria, to include that the closing shall take place within 60 days of the binding agreement date and shall be closed by the law firm of Beck, Owen & Murray which shall represent GSCLBA at said closing. Responses to this solicitation are due no later than 5:00 p.m. on September 30<sup>th</sup>, 2024. Sealed responses are due to Mr. David E. Penland, Attorney, One Griffin Center, 100 S. Hill Street, Suite 600, Griffin, Georgia 30223. Proposals received shall be opened in public at the GSCLBA meeting on the 10<sup>th</sup> day of October, 2024 scheduled for 4:00 pm at Historic City Hall, 201 East Solomon St. Griffin, Georgia. A tabulation of all proposals received shall be available for public inspection following the opening of all proposals. The members of the Griffin-Spalding County Land Bank Authority will evaluate the proposals en banc prior to

making its decision.

The complete Request for Proposal document is available for review at the City of Griffin website (<https://www.cityofgriffin.com>) or the Georgia Procurement Registry website at (<https://ssl.doas.state.ga.us/gpr/>).

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Legal ad to run twice not less than 15 days preceding the last date for the receipt of proposals.

Please run the legal ad on the following date:

*Saturday, August 3<sup>rd</sup>, 2024*

*Saturday, August 10<sup>th</sup>, 2024*

**GRIFFIN-SPALDING COUNTY LAND BANK AUTHORITY  
REQUEST FOR PROPOSAL  
SALE OF REAL PROPERTY LOCATED AT  
522 MERIWETHER STREET, GRIFFIN, SPALDING COUNTY, GEORGIA  
July 11<sup>th</sup>, 2024**

Griffin-Spalding County Land Bank Authority, (hereinafter "GSCLBA") is seeking proposals for the rehabilitation and disposition of real property, AS IS WHERE IS AND WITH NO WARRANTIES, for the property more particularly described as follows:

**All that tract or parcel of land lying and being in Land Lot 143 of the 2nd District of Spalding County, Georgia and being more particularly described as follows:**

**Beginning at an iron rod found at the intersection of the Southerly right of way of Meriwether Street and the Easterly right of way of South 12th Street Extension (50 foot right-of-way); thence, along the Southerly right of way of Meriwether Street, North 58 degrees 11 minutes 49 seconds East a distance of 348.11 feet to an iron rod found; thence South 32 degrees 50 minutes 00 seconds East a distance of 186.06 feet to a point on the Northerly right of way of West College Street (50 foot right of way); thence along the Northerly right of way of West College Street, South 72 degrees 36 minutes 12 seconds West a distance of 310.19 feet to a point on the Easterly right of way of South 12th Street Extension; thence along said right of way along a curve to the right a distance of 43.94 feet (said arc being subtended by a chord bearing North 77 degrees 03 minutes 23 seconds West a distance of 41.91 feet and a radius of 41.44 feet) to a point on the Easterly right of way of South 12th Street Extension; thence along said right of way North 46 degrees 41 minutes 58 seconds West a distance of 82.39 feet to an iron rod found and the point of beginning;**

**LESS AND EXCEPTING HOWEVER,**

**All that tract or parcel of land being more particularly shown and designated as Area: 0.244 Acres, on a plat of survey entitled "Property Survey for Bobby F. Newberry" prepared by Kenneth E. Presley & Associates, dated August 1, 1995, a copy of which said plat is recorded in Plat Book 21, page 741, Spalding Superior Court records; said plat together with the metes, bounds, courses and distances as shown thereon is incorporated by reference and made a part hereof as fully as if set out herein.**

**Said tract is more particularly shown and designated as Area: 0.854 Acres on the above described property survey, being improved property known as 522 Meriwether Street, Griffin, Georgia, 30223, according to the present system of numbering in Spalding County, Georgia.**

It is the intent of GSCLBA to sell the property AS IS and WHERE IS with no warranties except the warranty of title for the time the property has been owned by GSCLBA. Written offers to purchase shall include the offer amount and other terms as proposed by the offeror in response to the following criteria, to include that the closing shall take place within 60 days of the binding agreement date and shall be closed by the law firm of Beck, Owen & Murray which shall represent GSCLBA at said closing. Responses to this solicitation are due no later than 5:00 p.m. on September 30<sup>th</sup>, 2024. Sealed responses are due to Mr. David E. Penland, Attorney, One Griffin Center, 100 S. Hill Street, Suite 600, Griffin, Georgia 30223. Proposals received shall be opened in public at the GSCLBA meeting on the 10<sup>th</sup> day of October, 2024 scheduled for 4:00 pm at Historic City Hall, 201 East Solomon St. Griffin, Georgia. A tabulation of all proposals received shall be available for public inspection following the opening of all proposals. The members of the Griffin-Spalding County Land Bank Authority will evaluate the proposals en banc prior to

making its decision.

**SCOPE OF WORK**

Located on the property is a structure known as Haisten’s Hospital and it is a great contribution to the historical and architectural significance of the City of Griffin and Spalding County, Georgia. Haisten’s Hospital is located on .854 acres and is comprised of a main building with multiple out buildings, totaling approximately 10,500 square feet. It is imperative that the property’s historical and architectural significance be maintained and preserved. As such, all responses should address:

- 1) The responding firm’s plan for rehabilitation and repair of the property in accordance with the “Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings,” as published by The Secretary for the United States Department of the Interior and the “Georgia Historic Preservation Handbook” as published by the Georgia Trust for Historic Preservation.
- 2) The responding firm’s planned use of the property in accordance with all appropriate zoning ordinances and the most recent Comprehensive Plan of the City of Griffin.
- 3) A proposed timeline for the rehabilitation and preservation of the property.
- 4) Whether or not the firm would consider providing a performance bond for this project.

**COMPANY BACKGROUND & EXPERIENCE**

Responding firms are to provide:

- 1) A summary of the firm’s background, to include its mission statement and its current operations.
- 2) A summary of the firm’s qualifications to the rehabilitation and repair of the property in accordance with the standards listed above including but not limited to the following:
  - a. The number of employees currently working for the firm.
  - b. The firm’s general contractor’s license, if applicable.
- 3) A summary of any similar projects completed by the firm.
- 4) Provide at least five (5) professional references including the names, addresses, telephone numbers, and email addresses (preferably regarding projects similar to this), for the firm.
- 5) Provide information to demonstrate the firm’s financial ability to rehabilitate and repair the Property including but not limited to the firm’s Profit and Loss (P&L) Statements and Balance Sheets for the preceding three years.

**RESPONSE EVALUATION RUBRIC**

<u>Responses received shall be evaluated based on the following criteria and weights:</u>	
<u>15pt</u>	<u>Responding Firm’s Qualifications and Background</u>
<u>10pt</u>	<u>Sales price offered for the property</u>
<u>15pt</u>	<u>Proposed use of the property and said proposed use’s benefit to the community.</u>
<u>15pt</u>	<u>Responding Firm’s plans to maintain the historical and architectural significance of the property</u>

<u>15pt</u>	<u>Responding Firm's financial ability to complete its proposed plan</u>
<u>10pt</u>	<u>Responding Firm's prior experience preserving historic properties</u>
<u>15pt</u>	<u>Proposed project timeline</u>
<u>5pt</u>	<u>Professional References</u>
<u>Total:</u> 100pt	

GSCLBA reserves the right to reject any and/or all proposal, call for new proposals, to waive any informalities in an offer, and to select the most responsive offer with terms acceptable to GSCLBA. GSCLBA reserves the right to accept, reject, and/or negotiate all offers or parts thereof deemed by the Board to be in the best interest of the citizens of the City of Griffin, Spalding County, and the preservation of the Property's historical significance.

GSCLBA reserves the right to request clarification of information submitted and to request additional information from any respondent.

GSCLBA reserves the right to award any contract to the next most qualified respondent if the successful respondent does not execute a contract within thirty (30) days after the selection of the respondent.

Any proposal may be withdrawn up until the date and time set above for opening of the sealed proposals. No offer may be modified or withdrawn for a period of one hundred-twenty (120) calendar days thereafter.

By submitting a proposal, all proposing parties certify that their proposals are made without collusion or fraud and that they have not offered or received any inducements from any other person or party in connection with their proposals, and that they have not conferred with any GSCLBA employee or official having official responsibility for this transaction of any payment, loan, subscription, advance, deposit of money, services, or anything of value of more than nominal value, present or promise, unless consideration of substantially equal or greater value was exchanged.

By submitting their sealed proposals, all respondents certify that they are not currently debarred from submitting bids or proposals on contracts by any agency of the State of Georgia and the federal government, nor are they an agent of any person or entity that is currently debarred from submitting bids or proposals on contracts by any agency of the State of Georgia or the federal government.

Those submitting responses do so entirely at their expense. There is no expressed or implied obligation by the GSCLBA to reimburse any individual for any costs incurred in preparing or submitting proposals or providing additional information when requested by the GSCLBA.

**Submittal**

All interested parties should submit three (3) copies of the offer, which should include a proposed sales contract and documentation responsive to the above requests. Proposals received after this deadline will not be considered.

Responses are to be addressed to:

Mr. David Penland  
Attorney for GSCLBA  
One Griffin Center  
100 S. Hill Street, Suite 600  
Griffin, Georgia 30223

The deadline for submittal is 5pm, September 30<sup>th</sup>, 2024. The proposal should be delivered in a sealed envelope clearly marked, "Proposal for 522 Meriwether Street." GSCLBA shall assume no responsibility for responses that are received after the deadline or submittals that are not properly addressed or identified.

All questions regarding this Request for Sealed Proposals should be made prior to the submittal and addressed to the point of contact:

Mr. David Penland  
Attorney for GSCLBA  
One Griffin Center  
100 S. Hill Street, Suite 600  
Griffin, Georgia 30223  
dpenland@beckowen.com

The deadline for questions is 5:00 pm, September 10<sup>th</sup>, 2024.  
Responses to questions will be provided by 5:00 pm, September 20<sup>th</sup>, 2024.

Responding firms shall have no contact related to this solicitation with elected or appointed officials of the City of Griffin, Spalding County, members of the Selection Committee, members of the GSCLBA board, or its employees other than as directed above, during this process. Any such contact will subject the respondent to immediate disqualification for consideration. Contact may only be made to the designated point of contact for this request listed above.

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

9. Update the GSCLBA Board on closings, contracts pending and properties to be redeemed:

- a. Contracts pending and closings
  1. 823 E. Solomon St (SLP)
  2. 818 Hallyburton St
  3. 1005 Meriwether St
  4. 1009 Meriwether St
  5. 1017 Meriwether St
  6. 1102 Parkview Dr.
- b. Properties to be foreclosed on July 15, 2026
  1. 321 Moreland Rd
  2. 323 Moreland Rd
  3. 1601 Moreland Rd
  4. 309 N. 17th St
  5. 215 N 8th St
  6. 621 Williams St
  7. 815 Williams St
  8. 98 Callie Rd
  9. 134 Callie Rd
  10. 135 Callie Rd
  11. 0 Callie Rd
  12. 168 Davidson Cir
  13. 178 Davidson Cir
  14. 195 Davidson Cir
  15. 207 Eastbrook Ave
  16. 317 Eastbrook Ave
  17. 319 Eastbrook Ave
  18. 107 Valley Dr
  19. 110 Valley Dr
  20. 111 Valley Dr
- c. Properties to be foreclosed on October 15, 2026
  1. 824 Westbrook St
  2. 751 Beck St
  3. Beck St 046 09016A
  4. Beck St 046 09016B
  5. 746 Scales St
  6. 501 Belle St
  7. 838 Anne St
  8. 808 Meriwether St
  9. 911 Meriwether St
  10. 198 Bourbon St
  11. 199 Bourbon St
  12. 0 Bourbon St
  13. 223 Ella Cir

14. 227 Ella Cir
15. 228 Ella Cir
16. 308 Ella Cir
17. 1230 Ext N 9th St
18. 1315 Ext n 9th St
19. 1104 Lyndon Ave
20. 1124 Lyndon Ave

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

1. Presentation of the April 2026 Financial Statements (Ballard)

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026

ATTACHMENTS:

[7118 Statement 20260430.pdf](#)

[Op Ch 7096 Statement 20260430.pdf](#)



999-99-99-99 10120 0 C 001 30 S 66 002  
GRIFFIN SPALDING COUNTY LAND BANK AUTHOR  
PROJECT ACCT  
406 N HILL ST  
GRIFFIN GA 30223-2568

# Your account statement

For 04/30/2026

## Contact us



Truist.com



(844) 4TRUIST or  
(844) 487-8478

### ■ BASIC PUBLIC FUND CHECKING 0005241217118

#### Account summary

Your previous balance as of 03/31/2026	\$17,994.01
Checks	- 0.00
Other withdrawals, debits and service charges	- 0.00
Deposits, credits and interest	+ 0.00
Your new balance as of 04/30/2026	= \$17,994.01



## Questions, comments or errors?

For general questions/comments or to report errors about your statement or account, please call us at 1-844-4TRUIST (1-844-487-8478) 24 hours a day, 7 days a week. Truist Care Center teammates are available to assist you from 8am – 8pm EST Monday-Friday and 8am – 5pm EST on Saturday. You may also contact your local Truist branch. To locate a Truist branch in your area, please visit [Truist.com](http://Truist.com).

### Electronic fund transfers (For Consumer Accounts Only. Commercial Accounts refer to the Commercial Bank Services Agreement.)

In case of errors or questions about your electronic fund transfers, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt, IMMEDIATELY call 1-844-487-8478 or write to:

Fraud Management  
P.O. Box 1014  
Charlotte, NC 28201

Tell us as soon as you can, if you think your statement or receipt is wrong, or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent the FIRST statement on which the problem or error appeared.

- Tell us your name and deposit account number (if any)
- Describe the error or transfer you are unsure of, and explain as clearly as you can why you believe it is an error or why you need more information
- Tell us the dollar amount of the suspected error

If you tell us orally, we may require that you also send us your complaint or question in writing within ten (10) business days. We will tell you the results of our investigation within ten (10) business days after we hear from you, and we will correct any error promptly. If we need more time, however, we may take up to forty-five (45) days to investigate your complaint or questions for ATM transactions made within the United States and up to ninety (90) days for new accounts, foreign initiated transactions and point-of-sale transactions. If we decide to do this, we will re-credit your account within ten (10) business days for the amount you think is in error, minus a maximum of \$50. If we ask you to put your complaint in writing, and we do not receive it within ten (10) business days, we may not re-credit your account and you will not have use of the money during the time it takes us to complete our investigation.

Tell us AT ONCE if you believe your access device has been lost or stolen, or someone may have electronically transferred money from your account without your permission, or someone has used information from a check to conduct an unauthorized electronic fund transfer. If you tell us within two (2) business days after you learn of the loss or theft of your access device or the unauthorized transaction, you can lose no more than \$50 if someone makes electronic transfers without your permission.

If you do NOT tell us within two (2) business days after you learn of the loss or theft of your access device or the unauthorized transaction, and we can prove we could have stopped someone from making electronic transfers without your permission if you had told us, you could lose as much as \$500. Also, if your periodic statement shows transfers you did not make, tell us at once. If you do not tell us within sixty (60) days after the statement was mailed to you, you may not get back any money you lost after sixty (60) days if we can prove we could have stopped someone from taking the money if you had told us in time.

### Important information about your Truist Ready Now Credit Line Account

Once advances are made from your Truist Ready Now Credit Line Account, an INTEREST CHARGE will automatically be imposed on the account's outstanding "Average daily balance." The INTEREST CHARGE is calculated by applying the "Daily periodic rate" to the "Average daily balance" of your account (including current transactions) and multiplying this figure by the number of days in the billing cycle. To get the "Average daily balance," we take the beginning account balance each day, add any new advances or debits, and subtract any payments or credits and the last unpaid INTEREST CHARGE. This gives us the daily balance. Then we add all of the daily balances for the billing cycle and divide the total by the number of days in the billing cycle. This gives us the "Average daily balance."

### Billing Rights Summary

If you believe your **Truist Ready Now Credit Line statement** contains an error, please notify us in writing within sixty (60) days of the date the error FIRST appeared. Written correspondence must be sent to:

Truist Ready Now Credit Line Disputed Payments  
PO Box 849  
Wilson, NC 27894

You may contact us by phone; telephone inquiries do not obligate us to investigate and may result in your responsibility for the disputed amount.

Your written notice should include:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error and an explanation of why you believe it is incorrect

During our investigation process:

- We cannot try to collect the amount in question, or report you as delinquent on that amount
- The change may remain on your statement and accrue interest; however, if an error is confirmed, you will not be liable for the amount in question or any interest or other fees related to that amount
- You are required to pay all other amounts not in dispute
- We can apply any unpaid amount against your credit limit

### Mail-in deposits

Deposits can be made at a Truist ATM or using Truist Mobile Banking.

If you wish to mail a deposit, please send a deposit ticket and check to the following address (Please do not send cash):

Central Processing  
MC:306-40-04-25  
P.O. Box 27572  
Richmond, VA 23261-7572

### Change of address

If you need to change your address, please visit your local Truist branch or call Truist Care Center at 1-844-4TRUIST (1-844-487-8478).

How to Reconcile Your Account		Outstanding Checks and Other Debits (Section A)			
		Date/Check #	Amount	Date/Check #	Amount
1.	List the new balance of your account from your latest statement here:				
2.	Record any outstanding debits (checks, check card purchases, ATM withdrawals, electronic transactions, etc.) in section A. Record the transaction date, the check number or type of debit and the debit amount. Add up all of the debits, and enter the sum here:				
3.	Subtract the amount in Line 2 above from the amount in Line 1 above and enter the total here:				
4.	Record any outstanding credits in section B. Record the transaction date, credit type and the credit amount. Add up all of the credits and enter the sum here:				
		Outstanding Deposits and Other Credits (Section B)			
5.	Add the amount in Line 4 to the amount in Line 3 to find your balance. Enter the sum here. This amount should match the balance in your register.	Date/Type	Amount	Date/Type	Amount

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999-99-99-99 10120 1 C 001 30 S 66 002  
GRIFFIN SPALDING COUNTY LAND BANK AUTHOR  
OPERATING ACCT  
406 N HILL ST  
GRIFFIN GA 30223-2568

# Your account statement

For 04/30/2026

## Contact us



Truist.com



(844) 4TRUIST or  
(844) 487-8478

### ■ BASIC PUBLIC FUND CHECKING 0005241217096

#### Account summary

Your previous balance as of 03/31/2026	\$70,915.44
Checks	- 144.88
Other withdrawals, debits and service charges	- 96.80
Deposits, credits and interest	+ 12,500.00
<b>Your new balance as of 04/30/2026</b>	<b>= \$83,173.76</b>

#### Checks

DATE	CHECK #	AMOUNT(\$)
04/29	2970	144.88
<b>Total checks</b>		<b>= \$ 144.88</b>

#### Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
04/06	ACH CORP DEBIT QBooks Onl INTUIT * GRIFFIN SPALDING COUNTCUSTOMER ID 2976129	38.00
04/06	RECURRING INTERNET PAYMENT PURCHASE GOOGLE US004B6SG1	58.80
<b>Total other withdrawals, debits and service charges</b>		<b>= \$96.80</b>

#### Deposits, credits and interest

DATE	DESCRIPTION	AMOUNT(\$)
04/28	DEPOSIT	12,500.00
<b>Total deposits, credits and interest</b>		<b>= \$12,500.00</b>



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## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

2. Consider the remittance of payment to the City of Griffin for GSCLBA expenses incurred in April 2026.  
(Blocker)

**Submitted By:**

Christopher Blocker

**Meeting Date:**

27/05/2026

ATTACHMENTS:

[GSCLBA-CoG Invoice April 2026.pdf](#)



DATE: May 6, 2026  
 TO: Land Bank Authority  
 FROM: Deborah Manning-Gilbert, Director of Finance  
 RE: Invoice Land Bank Authority April 2026

**April 2026 City Activity**

Personnel Services	10,111.19
Purchased / Contracted Services	22,285.25
Supplies	-
Capital	-
Indirect Cost Allocation	2,156.25
<b>Total Land Bank Authority Expenses</b>	<b>34,552.69</b>

Land Bank Authority Revenue (as a result of indirect revenue allocation) 520.49

Land Bank Authority Net Expenses (City) 34,032.20

**April 2026 Expenses Paid by Land Bank Authority 96.80**

**Land Bank Authority Net Expenses (Total) \$ 46,113 34,129.00**

City Responsibility (53.91%) 18,398.94  
 County Responsibility (46.09%) 15,730.06

**Total Amount due to City of Griffin: 15,730.06**

Please see attached spreadsheet for Land Bank Authority expenses by month and by account.

Make check payable to City of Griffin, ATTN: Deborah Manning-Gilbert

## AGENDA ITEM SUMMARY

### ITEM SUMMARY:

3. Presentation of the City of Griffin FY 2026 as of May 2026 (Blocker)

#### **Submitted By:**

Christopher Blocker

#### **Meeting Date:**

27/05/2026

#### ATTACHMENTS:

[GSCLBA-Budget vs Actual Report-5.22.26.pdf](#)

# Land Bank Authority Financial Statement Data

Land Bank Authority	FISCAL YEAR 2026			Target Percentage:	91.67%
Account Name	Original Budget	Net Budget as Amended	Amount Used/Spent as of 5/22/2026	Budget Remaining	Percentage Used
<b>Purchased &amp; Contracted Services</b>					
Professional	40,740.00	40,740.00	39,940.00	800.00	98.04%
Legal	70,000.00	70,000.00	21,638.00	48,362.00	30.91%
Disposal (E.G., Garbage Pickup)	30,000.00	30,000.00	7,601.97	22,398.03	25.34%
Lawn Care Services	60,000.00	60,000.00	-	60,000.00	0.00%
Repair & Maintenance Services	-	-	-	-	0.00%
Insurance, Other Than Employee Benefits	6,516.96	6,516.96	5,222.46	1,294.50	80.14%
Communications	3,042.79	3,042.79	4,087.06	(1,044.27)	Over Budget
Advertising	3,600.00	3,600.00	5,181.00	(1,581.00)	Over Budget
Printing & Binding	1,000.00	1,000.00	774.00	226.00	77.40%
Travel	3,708.00	3,708.00	1,714.74	1,993.26	46.24%
Dues & Fees	-	-	175.00	(175.00)	Over Budget
Education & Training	2,622.00	2,622.00	2,442.00	180.00	93.14%
Certifications & Licensing	850.00	850.00	-	850.00	0.00%
<b>Total</b>	222,079.75	222,079.75	88,776.23	133,303.52	39.97%
<b>Supplies</b>					
Office Supplies	1,050.00	1,050.00	542.22	507.78	51.64%
Operating Supplies	750.00	750.00	281.12	468.88	37.48%
Food	1,000.00	1,000.00	391.84	608.16	39.18%
Uniforms	200.00	200.00	199.66	0.34	99.83%
<b>Total</b>	3,000.00	3,000.00	1,414.84	1,585.16	47.16%
<b>Capital</b>					
Sites	-	-	-	-	0.00%
<b>Total</b>	0.00	0.00	0.00	0.00	0.00%
General	16,355.60	16,355.60	12,266.73	4,088.87	75.00%
Claims - Medical & RX - Active	-	-	10,476.90	(10,476.90)	Over Budget
<b>Total</b>	16,355.60	16,355.60	22,743.63	(6,388.03)	139.06%
<b>Total</b>	0.00	0.00	0.00	0.00	0.00%
<b>Total Budget</b>	<b>241,435.35</b>	<b>241,435.35</b>	<b>112,934.70</b>	<b>128,500.65</b>	<b>55.67%</b>

