



**SERVICE DELIVERY STRATEGY**

**FORM 2: Summary of Service Delivery Arrangements**

**Instructions:**

**Make copies of this form and complete one for each service listed on FORM 1, Section IV.** Use EXACTLY the same service names listed on FORM 1. Answer each question below, attaching additional pages as necessary. If the contact person for this service (listed at the bottom of the page) changes, this should be reported to the Department of Community Affairs.

**COUNTY:**TYPE COUNTY NAME HERE

**Service:** *Type the Name of the Service to be Provided Here*

1. Check one box that best describes the agreed upon delivery arrangement for this service:

- a.)  Service will be provided countywide (i.e., including all cities and unincorporated areas) by a single service provider. (If this box is checked, identify the government, authority or organization providing the service.): **Type Name of Government, Authority or Organization Here**
- b.)  Service will be provided only in the unincorporated portion of the county by a single service provider. (If this box is checked, identify the government, authority or organization providing the service.): **Type Name of Government, Authority or Organization Here**
- c.)  One or more cities will provide this service only within their incorporated boundaries, and the service will not be provided in unincorporated areas. (If this box is checked, identify the government(s), authority or organization providing the service: **Type Name of Government, Authority or Organization Here**
- d.)  One or more cities will provide this service only within their incorporated boundaries, and the county will provide the service in unincorporated areas. (If this box is checked, identify the government(s), authority or organization providing the service.): **Type Name of Government, Authority or Organization Here**
- e.)  Other (If this box is checked, **attach a legible map delineating the service area of each service provider**, and identify the government, authority, or other organization that will provide service within each service area.): **Type Name of Government, Authority or Organization Here**

2. In developing this strategy, were overlapping service areas, unnecessary competition and/or duplication of this service identified?

- Yes** (if "Yes," you must attach additional documentation as described, below)
- No**

If these conditions will continue under this strategy, **attach an explanation for continuing the arrangement** (i.e., overlapping but higher levels of service (See O.C.G.A. 36-70-24(1)), overriding benefits of the duplication, or reasons that overlapping service areas or competition cannot be eliminated).

If these conditions will be eliminated under the strategy, **attach an implementation schedule** listing each step or action that will be taken to eliminate them, the responsible party and the agreed upon deadline for completing it.

3. List each government or authority that will help to pay for this service and indicate how the service will be funded (e.g., enterprise funds, user fees, general funds, special service district revenues, hotel/motel taxes, franchise taxes, impact fees, bonded indebtedness, etc.).

<b>Local Government or Authority</b>	<b>Funding Method</b>
Type Gov't/Authority Name Here	Detail Funding Here
Type Gov't/Authority Name Here	Detail Funding Here
Type Gov't/Authority Name Here	Detail Funding Here
Type Gov't/Authority Name Here	Detail Funding Here
Type Gov't/Authority Name Here	Detail Funding Here
Type Gov't/Authority Name Here	Detail Funding Here

4. How will the strategy change the previous arrangements for providing and/or funding this service within the county?

Provide Details Here

5. List any formal service delivery agreements or intergovernmental contracts that will be used to implement the strategy for this service:

<b>Agreement Name</b>	<b>Contracting Parties</b>	<b>Effective and Ending Dates</b>
Name Agreement Here	List Contracting Parties Here	Effective - End
Name Agreement Here	List Contracting Parties Here	Effective - End
Name Agreement Here	List Contracting Parties Here	Effective - End
Name Agreement Here	List Contracting Parties Here	Effective - End
Name Agreement Here	List Contracting Parties Here	Effective - End
Name Agreement Here	List Contracting Parties Here	Effective - End

6. What other mechanisms (if any) will be used to implement the strategy for this service (e.g., ordinances, resolutions, local acts of the General Assembly, rate or fee changes, etc.), and when will they take effect?

Provide Details Here

7. Person completing form: **Type Your Name & Title Here**

Phone number: **Type Your Phone Number Here**      Date completed: Type Date Here

8. Is this the person who should be contacted by state agencies when evaluating whether proposed local government projects are consistent with the service delivery strategy?  Yes  No

If not, provide designated contact person(s) and phone number(s) below:

**TYPE CONTACT NAME, TITLE & PHONE HERE**

GOVERNMENT SERVICES  
**ELECTION ADMINISTRATION AND OVERSIGHT**  
SERVICE DELIVERY AGREEMENT

THIS SERVICE DELIVERY AGREEMENT, is made and entered into this \_\_\_\_ day of October, 2022, by and among **Whitfield County, Georgia**, a body politic and political subdivision of the State of Georgia (hereinafter referred to as the “County”), the **cities of Dalton, Varnell and Tunnel Hill** and the **Town of Cohutta**, municipal corporations organized and existing under the laws of the State of Georgia, (hereinafter referred to collectively as the “Cities” and individually as a “City” or “Town.”)

**WHEREAS, OCGA §36-70-20 et seq.** mandate that Whitfield County and all municipalities located therein shall participate in the development of a **Service Delivery Strategy** through which Whitfield County and said municipalities shall create and maintain a service delivery system which is efficient, effective, and responsive to all citizens of Whitfield County;

**WHEREAS, OCGA §36-70-24(1)** mandates that said Service Delivery Strategy shall identify steps which will be taken to remediate or avoid overlapping and unnecessary competition and duplication of service delivery, and that said Service Delivery Strategy shall identify the time frame in which such steps shall be taken; and

**WHEREAS, OCGA §36-70-25** mandates that said Service Delivery Strategy receive the approval of Whitfield County and the governing authorities of municipalities located within Whitfield County, as is more particularly described in that Code Section;

**NOW, THEREFORE**, we, the undersigned, being duly authorized to act on behalf of the above-named parties, in consideration of the mutual covenants and promises contained herein, agree as follows concerning Election Administration and Oversight within Whitfield County:

**WITNESSETH**

**1. Description of Current Service Delivery Arrangements.**

***a. Voter Registration.***

Whitfield County is the sole provider of voter registrar services within Whitfield County. Whitfield County provides this service on a county-wide basis for all federal, state, and local elections in accordance with the Laws of the State of Georgia.

***b. Election Oversight***

Whitfield County is the sole provider of comprehensive election oversight services within Whitfield County. The Chief Judge of the Whitfield County Superior Court appoints a three (3) member **Board of Elections** which oversees and monitors all elections which are conducted in Whitfield County.

***c. Voting Machines.***

Whitfield County is the sole provider of all voting machines to all polling precincts within Whitfield County. Whitfield County has acquired all such machines from, and is required by, Georgia law and the Georgia Secretary of State's office to utilize machines specified by it for its elections. Therefore, Whitfield County is able to provide this service efficiently and effectively.

***d. Polling Places and Poll Workers.***

For each municipal election, the City of Tunnel Hill, the City of Cohutta and the City of Varnell provide polling places, while providing and compensating poll workers who monitor electoral activity at said polling places.

For each municipal election, the City of Dalton bears the responsibility of providing polling places and providing and compensating poll workers. The City of Dalton has entered into an informal agreement with Whitfield County whereby, for each of the City of Dalton's municipal elections, Whitfield County will provide and compensate poll workers, and provide polling places when the same cannot be located on property which the City of Dalton owns. The City of Dalton will reimburse Whitfield County for the cost of compensating said poll workers and providing such polling places.

For every election other than municipal elections, Whitfield County bears the sole responsibility of providing polling places and providing and compensating poll workers.

***e. Payments by Cities for Conducting City Elections***

Each City or Town shall pay \$100 per full time Elections Office employee, plus \$100 per member of the Board of Elections for conducting City Elections.

**2. Future Service Delivery Strategy.**

The parties hereto agree that the current service delivery arrangements described above are efficient, effective, and responsive to all citizens of Whitfield County. Therefore, the parties hereto agree that no need exists to change said service delivery arrangements.

Further, the parties hereto agree that no duplication exists in the delivery of election oversight and administration to the residents of Whitfield County, as the municipalities located within Whitfield County provide components of election administration and oversight for municipal elections which are functionally distinct from the components of election administration and oversight which Whitfield County provides for all elections.

The parties hereto agree that, in consideration of the promises of each other to continue to provide election administration and oversight services at the level of service described herein, no party hereto shall act to alter or disrupt the specific service delivery arrangements described herein without first obtaining the agreement of the parties necessary for approval of the Service Delivery Strategy, as set forth in **OCGA §36-70-25**.

**IN WITNESS WHEREOF**, we, the undersigned, have executed this Service Delivery Agreement on behalf of the above-named parties, pursuant to the authority granted to us in the resolutions by which each of said parties approved and adopted the Service Delivery Strategy, of which this Service Delivery Agreement is a part.

**Whitfield County, Georgia**

\_\_\_\_\_  
Jevin S. Jensen,  
Chairman

Attest:

\_\_\_\_\_  
Blanca Cardona,  
County Clerk  
(SEAL)

**City of Dalton, Georgia**

\_\_\_\_\_  
David Pennington III,  
Mayor

Attest:

\_\_\_\_\_  
Bernadette Chattam,  
City Clerk  
(SEAL)

**Town of Cohutta, Georgia**

\_\_\_\_\_  
Ron Shinnick,  
Mayor

Attest:

\_\_\_\_\_  
Pamela Shinnick  
City Clerk  
(SEAL)

**City of Tunnel Hill, Georgia**

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Kenny Gowin,  
Mayor

Attest:

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Melinda Griffin  
City Clerk  
(SEAL)

**City of Varnell, Georgia**

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Tom Dickson,  
Mayor

Attest:

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Jamie Nance  
City Clerk  
(SEAL)