



Planning & Development Services

Planning & Zoning | 100 S. Hill Street - P.O. Box T | Griffin, GA 30224

P 770.233.4130 F 770.233.2915 W [www.cityofgriffin.com](http://www.cityofgriffin.com)

February 26, 2016

Mr. Kenny L. Smith  
City Manager  
City of Griffin  
P.O. Box T  
Griffin, Georgia 30224

Re: City of Griffin, Georgia FY2016 CDBG Water & Sewer Improvement Project  
Disclosure of Conflict of Interest

Dear Mr. Smith:

This letter is to address the Conflict of Interest regulations required by the Community Development Block Grant Program. I am a City Commissioner of the City of Griffin, and the controlling member of Griffin Parkside Developers, LLC. The corporation owns 16 rental properties in the City's proposed FY2016 CDBG Target Area. A complete list has been provided to Mr. Toussaint Kirk, Director of Development Services.

Pursuant to the Code of Griffin, Georgia, Sec. 2-78(d), I am making written disclosure of this conflict and agree to abstain from voting on any issues related to or concerning this project. At the hearing scheduled for the March 8, 2016 City Commission meeting, I will publicly disclose the conflict of interest regarding my property ownership in the CDBG Target Area and recuse myself before the Commission from voting on any CDBG-related matter. Please be advised that I will abstain from voting on all future issues concerning this project, if funded.

Further, I was not involved in the selection of the proposed CDGB Target Area. The Project Engineer, the Public Works Department, and the Grant Administrator determined the project Target Area based on the severity of need.

If you have any questions, please contact me.

Sincerely,

Douglas S. Hollberg  
Commissioner-at-Large

Cc: Andrew J. Whalen, III  
City Attorney

Growing, **TOGETHER**