



## Department of Recreation, Parks & Cultural Affairs

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May 6, 2020

Board of Directors  
Little Creek Farm Conservancy, Inc.  
P.O. Box 33862  
Decatur Ga, 30033

Dear LCFC Board of Directors:

The purpose of this Letter of Understanding (LOU) is to establish a framework for cooperation and collaboration between DeKalb County, Georgia (the County) and Little Creek Farm Conservancy (LCFC). This LOU is the County's authorization for the LCFC to support Little Creek Horse Farm and Park (LCHFP), consistent with the guidelines below, and it defines the relationship between the County and LCFC.

This Letter of Understanding will be from May 1, 2020, through April 30, 2021, and will renew on an annual basis starting May 1, 2021 unless canceled in writing by either party. No cause is required for cancellation and cancellation triggers no penalties. The County and LCFC agree:

1. The County recognizes LCFC as the embedded entity supporting LCHFP for community outreach and volunteer programs, fund raising, and receiving cash and in-kind donations.
2. LCFC will maintain its status as a Friends of the Park group within the guidelines as established by Park Pride.
3. Points of contact for the County's Department of Recreation, Parks and Cultural Affairs will be the LCHFP Supervisor and Division Manager. Points of contact for LCFC are members of its Board of Directors.
4. LCFC will collaborate with and support the resident equestrian programs as a part of its support of LCHFP.
5. Annually, the County and the LCFC will develop priorities for LCHFP, including capital improvement projects and environmental initiatives, for which LCFC will support and work with the County on planning and implementation.
6. LCFC will provide communication channels including emails, website, social media and a portion of on-site signage for LCHFP.
7. The County will provide operational communications, including communications with/to LCHFP Boarders.
8. LCFC will provide community access through programming, including programming for volunteers.

9. The LCHFP Barn Supervisor and/or Division Manager will work with LCFC in coordinating activities for LCHFP.
10. LCFC will provide documentation of the Corporation's State registration annually and will maintain its 501c3 status.
11. LCFC and the County will cooperate to resolve issues that may arise from implementing this LOU.

The County wishes to acknowledge the professional dedicated support of the LCFC over many years and is pleased to continue our partnership and to move forward into a new year.

Sincerely Yours,



Chuck O. Ellis  
Director of Recreation, Parks and Cultural Affairs

cc: David Flaherty, Division Manager, Recreation  
Jamie Hodges, Barn Supervisor, Little Creek Horse Farm  
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