

**DAWSON COUNTY BOARD OF COMMISSIONERS
VOTING SESSION AGENDA – THURSDAY, SEPTEMBER 19, 2024
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534
TO IMMEDIATELY FOLLOW THE 4:00 PM WORK SESSION**

A. ROLL CALL

B. INVOCATION AND PLEDGE OF ALLEGIANCE

C. ANNOUNCEMENTS

D. APPROVAL OF MINUTES

1. Minutes of the Work Session held on September 5, 2024
2. Minutes of the Voting Session held on September 5, 2024

E. APPROVAL OF AGENDA

F. PUBLIC COMMENT

G. ALCOHOL LICENSE

1. New Alcohol License (*Retail Consumption on Premises of Beer, Wine and Distilled Spirits*) – Olive Green LLC dba The Blue Bicycle, 30 Industrial Park Road, Suite 116, Dawsonville, GA 30534

H. CONSENT AGENDA

1. Transit Drug and Alcohol Testing Policy Update
2. 2025 Board of Commissioners Meeting Schedule
3. Board Appointments:
 - a. Development Authority**
 - i. Warren King- *replacing Brian Trapnell* (Term: Through December 2026)
 - b. Long Range Planning Committee**
 - i. Victoria Goodyear- *replacing Cal Miller*

I. NEW BUSINESS

1. Consideration of a Resolution to Determine that Certain County Right-of-Way on Black's Mill Valley Road No Longer Serves a Substantial Public Purpose and to Initiate Abandonment Procedures
2. Consideration of FY 2026 Georgia Department of Transportation / Federal Transit Administration Section 5311 Transit Contract
3. Consideration of Updated Federal Transit Administration Title VI Program

J. PUBLIC COMMENT

K. ADJOURNMENT

****An Executive Session may follow the Voting Session meeting.***

Those with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, should contact the ADA Coordinator at 706-344-3666, extension 44514. The county will make reasonable accommodations for those persons.

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION MINUTES – THURSDAY, SEPTEMBER 5, 2024
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534
4:00 PM**

Those present were Chairman Billy Thurmond; Commissioner Seth Stowers, District 1; Commissioner Chris Gaines, District 2; Commissioner Alexa Bruce, District 3; Commissioner Emory Dooley, District 4; County Manager Joey Leverette; County Attorney Angela Davis; County Clerk Kristen Cloud; and interested citizens of Dawson County.

NEW BUSINESS

1. Presentation of a Resolution to Determine that Certain County Right-of-Way on Black's Mill Valley Road No Longer Serves a Substantial Public Purpose and to Initiate Abandonment Procedures- Public Works Director Robert Drewry
This item will be placed on the September 19, 2024, Voting Session Agenda.
2. Presentation of FY 2026 Georgia Department of Transportation / Federal Transit Administration Section 5311 Transit Contract- Transit Coordinator Lee Adkins
This item will be placed on the September 19, 2024, Voting Session Agenda.
3. Presentation of Updated Federal Transit Administration Title VI Program- Transit Coordinator Lee Adkins
This item will be placed on the September 19, 2024, Voting Session Agenda.
4. Presentation of Transit Drug and Alcohol Testing Policy Update- Human Resources & Risk Management Director Kristi Finley
This item will be placed on the September 19, 2024, Voting Session Agenda.
5. Presentation of Amendment to Residential Agriculture Zoning for Wedding Venues- Planning & Development Director Sharon Farrell
This item will be placed on the September 19, 2024, Work Session Agenda.
6. Presentation of 2025 Board of Commissioners Meeting Schedule- County Clerk Kristen Cloud
This item will be placed on the September 19, 2024, Voting Session Agenda.
7. Presentation of Board Appointments:
 - a. **Development Authority**
 - i. Warren King- *replacing Brian Trapnell (Term: Through December 2026)*
 - b. **Long Range Planning Committee**
 - i. Victoria Goodyear- *replacing Cal Miller**This item will be placed on the September 19, 2024, Voting Session Agenda.*
8. County Manager Report
County Manager Leverette had no information to report and requested an Executive Session.

9. County Attorney Report
County Attorney Davis had no information to report.

APPROVE:

ATTEST:

Billy Thurmond, Chairman

Kristen Cloud, County Clerk

DRAFT

**DAWSON COUNTY BOARD OF COMMISSIONERS
VOTING SESSION MINUTES – THURSDAY, SEPTEMBER 5, 2024
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534
IMMEDIATELY FOLLOWING THE 4:00 PM WORK SESSION**

ROLL CALL: Those present were Chairman Billy Thurmond; Commissioner Seth Stowers, District 1; Commissioner Chris Gaines, District 2; Commissioner Alexa Bruce, District 3; Commissioner Emory Dooley, District 4; County Manager Joey Leverette; County Attorney Angela Davis; County Clerk Kristen Cloud; and interested citizens of Dawson County.

OPENING PRESENTATION:

Ovarian Cancer Awareness Month Proclamation

Chairman Thurmond read aloud an Ovarian Cancer Awareness Month Proclamation.

Motion passed 4-0 to approve an Ovarian Cancer Awareness Month Proclamation. Dooley/Bruce

INVOCATION AND PLEDGE OF ALLEGIANCE: Chairman Thurmond

ANNOUNCEMENTS:

None

APPROVAL OF MINUTES:

Motion passed 4-0 to approve the Minutes of the Work Session held on August 15, 2024. Stowers/Gaines

Motion passed 4-0 to approve the Minutes of the Voting Session held on August 15, 2024. Dooley/Stowers

APPROVAL OF AGENDA:

Motion passed 4-0 to approve the agenda as presented. Gaines/Stowers

PUBLIC COMMENT:

None

NEW BUSINESS:

Consideration of RFP #439-24 - Construction Services - Emergency 9-1-1 / Emergency Operations Center Award Request

Motion passed 4-0 to approve RFP #439-24 - Construction Services - Emergency 9-1-1 / Emergency Operations Center Award Request; to accept the proposals received and award a contract to Amacher Bros. Construction Co. in the amount of \$4,904,940 with a 10 percent county-controlled contingency (\$490,494). Funds will come from Special Purpose Local Option Sales Tax VII funds. Stowers/Bruce

Consideration of Request for Funding for 12 New Fire Hydrants on Chestatee Point, North Chestatee Point, Overlook Drive, Lake Terrace Drive and View Point Drive

Motion passed 4-0 to approve a Request for Funding for 12 New Fire Hydrants on Chestatee Point, North Chestatee Point, Overlook Drive, Lake Terrace Drive and View Point Drive; \$81,980 will come from impact fees. Bruce/Gaines

Consideration of Environmental Protection Division Local Government Scrap Tire Abatement Reimbursement Grant Award Amendment for Tire Amnesty

Motion passed 4-0 to approve an Environmental Protection Division Local Government Scrap Tire Abatement Reimbursement Grant Award Amendment for Tire Amnesty - additional funds in the amount of \$3,680 for a total reimbursement award of \$5,840. Gaines/Stowers

Consideration of RFP #440-24 - Engineering Services - Lumpkin Campground Intersections Improvement Projects Results

Motion passed 4-0 to approve RFP #440-24 - Engineering Services - Lumpkin Campground Intersections Improvement Projects Results; to accept the proposals received and award a contract to KCI Technologies in the amount not to exceed \$197,000, utilizing impact fees. Dooley/Bruce

PUBLIC COMMENT:

None

ADJOURNMENT:

EXECUTIVE SESSION:

Motion passed 4-0 to enter into Executive Session to discuss real estate. Stowers/Gaines

Motion passed 4-0 to come out of Executive Session. Stowers/Dooley

APPROVE:

ATTEST:

Billy Thurmond, Chairman

Kristen Cloud, County Clerk

DAWSON COUNTY MARSHALS OFFICE

ALCOHOL LICENSING

Location & Mailing Address:

25 JUSTICE WAY, SUITE 2227
DAWSONVILLE, GA 30534

Phone: 706/344-3232 x 42258

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

This application must be signed by the applicant and notarized. Every question must be fully answered with the answer typewritten or printed. If the space provided is not sufficient, answer on a separate sheet and indicate in the space provided that a separate sheet is attached. When completed, the application must be dated, signed, and verified under oath by the applicant and submitted to Planning and Development, together with the license fee(s) and the administrative/investigative fee (separate checks). All fees are payable to Dawson County in certified funds (bank check, certified check, or money order). **The applicant must be not less than 21 years of age.**

NOTICE: Any false answer to any question could result in the denial of a license, or in the event a license is issued, in the revocation or suspension of the license. *****KEEP A COPY OF ALL FORMS SUBMITTED*****

FOR OFFICIAL USE ONLY:

Name of Business: THE BLUE BICYCLE

Date Received: _____ License Fee Enclosed: \$ 2650

Approved: _____ Denied: _____

State License Number: _____

Local License Number: _____

Administrative/Investigative Fee Enclosed : \$ _____ Advertising Fee Enclosed: \$ _____

1. TYPE OF LICENSE: (check one): NEW AMENDMENT (TRANSFER)
2. ADMINISTRATIVE AND INVESTIGATIVE FEE: \$250.00 (Consumption on Premises)
ADMINISTRATIVE AND INVESTIGATIVE FEE: \$250.00 (Retail Package)
ADMINISTRATIVE AND INVESTIGATIVE FEE: \$250.00 (Transfer of License)
Note: Administrative/Investigative fees may be higher depending on the number of persons for which we conduct a federal and state background check.
ADVERTISING FEE: \$ 50.00(Distilled Spirits)
(Consumption on Premises & Retail Package)
3. TYPE OF BUSINESS:
- | | |
|---|---|
| <input checked="" type="checkbox"/> Bona Fide Eating Establishment | <input type="checkbox"/> Indoor Commercial Recreation Facility |
| <input type="checkbox"/> Super Market | <input type="checkbox"/> Hotel/Motel |
| <input type="checkbox"/> Convenience Store | <input type="checkbox"/> Caterer (must have alcohol by the drink license) |
| <input type="checkbox"/> Package Liquor Store (see Item 14, Page 5) | <input type="checkbox"/> Other |
- Explain: _____

Will live entertainment be offered? NO If Yes, Explain: _____

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

4. TYPE OF LICENSE AND FEES: **PAYMENT BY CERTIFIED FUNDS ONLY!!**
 (Check all that apply) Note: If license is issued after July 1st, fees are one half.

RETAIL PACKAGE: (Total: Beer - Wine - Distilled Spirits = \$5,800)
 (Total: Beer - Wine = \$1,300)

Beer \$650 Wine \$650 Distilled Spirits \$4,500

GROCERY & CONVENIENCE STORES: ATTACH COPY OF DEPT. OF AGRICULTURE FOOD ESTABLISHMENT LICENSE.

RETAIL CONSUMPTION ON PREMISES: (Total: Beer - Wine - Distilled Spirits = \$4,800)
 (Total: Beer - Wine = \$1,500)

Distilled Spirits \$3,300 Add'l Fixed Bars # _____ \$ 500 (each bar)
 Beer \$ 750 Movable Bars # _____ \$ 250 (each bar)
 Wine \$ 750

PRIVATE CLUB: Note: Must obtain a retail consumption on the premises license.
 Beer \$750 Wine \$750 Distilled Spirits \$3,300

HOTEL IN-ROOM SERVICE: Note: Must obtain a retail consumption on the premises license before Hotel In-Service License is issued.
 Beer \$750 Wine \$750 Hotel In-Service \$250

SPECIAL EVENT ALCOHOL PERMIT: Note: Must complete additional Special Event Alcohol Permit Form # 2-B.
 \$25 Per Day

5. BUSINESS

(a) Business Name: OLIVE GREEN LLC (DBA - THE BLUE BICYCLE)

(b) Location: 30 INDUSTRIAL PARK ROAD #116
 Street Number Street Name

DAWSONVILLE GA 30534 706-265-2153
 City State Zip Code Phone Number

(c) Mailing Address: ~~4040 ST~~ 30 INDUSTRIAL PARK ROAD - #116
For Renewals: Street Number Street Name

DAWSONVILLE GA 30534 630-380-4641
 City State Zip Code Phone Number

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

6. OWNER:

(a) Full Name: PRABHU BINDU THOTA Social Security # _____

(b) Corporation or LLC Name (if applicable): OLIVE GREEN LLC

(c) Location: _____
Street Number Street Name

City State Zip Code Phone Number

(d) Mailing Address: _____
Street Number Street Name

City State Zip Code Phone Number

7. REGISTERED AGENT: (Applicant may name a registered agent - attach Registered Agent Consent Form #2-A.)

(a) Full Name: _____ Social Security # _____

(b) Address: _____
Street Number Street Name

City State Zip Code Phone Number

8. TYPE OF OWNERSHIP:

- | | |
|--|--|
| <input type="checkbox"/> Sole Proprietorship
<input type="checkbox"/> Private Held Corporation
<input type="checkbox"/> Public Held Corporation Subject to S.E.C. Regulations
<input type="checkbox"/> Other; explain _____ | <input type="checkbox"/> Legally Registered Partnership
<input type="checkbox"/> Public Held Corporation
<input checked="" type="checkbox"/> Limited Liability Company |
|--|--|

9. FOR PARTNERSHIP ONLY:

(a) Date the Partnership was formed: _____

(b) Attach Partnership Agreement _____

(c) List Partners:

Name & Resident Address <small>(Attach separate sheet if necessary)</small>	Social Security Number	G - General L - Limited S - Silent	Interest Investment \$	Participation %

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

10. FOR CORPORATION or LLC ONLY: (Attach Articles & Certificate of Incorporation/ Organization)

- (a) Date of Incorporation/Organization: 5/20/2024
- (b) Place of Incorporation/Organization: FORSYTH COUNTY / STATE OF GEORGIA
- (c) State Parent Corporation, if applicable: —
- (d) Number of Shares of Capital Stock Authorized, if applicable: —
- (e) Number of Shares of Outstanding Stock, if applicable: —
- (f) For Corporations or LLC's, list officers, directors, members, and/or principal shareholders with 20% or more of the stock:

Name	Social Security #	Position	Interest %
<u>PRABHU BINDU THOTA</u>		<u>OWNER</u>	<u>100 %</u>

- (g) Is the corporation owned by a parent corporation or held by a holding company? NO
If yes, explain: _____

11. FOR PRIVATE CLUBS ONLY:

- (a) Date of organization under the laws of the State of Georgia: _____
- (b) State the total number of regular dues paying members: _____
- (c) Is any member, officer, agent, or employee compensated directly or indirectly from the profits of the sale of distilled spirits beyond a fixed salary as established by its members at any annual meeting or by its governing board out of the general revenue of the club?

- (d) **Attach minutes of the annual meeting setting salaries.** For private club, list officers, directors and/or principal shareholders with 20% or more of the stock.

Name	Social Security #	Position

12. FINANCING:

- (a) Bank to be used by business, include branch:
- (b) State total amount of capital that is or will be invested in the business by any party or parties:
- (c) State total amount of funds invested by the owner:
- (d) State total amount of funds invested by parties other than the owner:
- (e) If any capital is borrowed:

Name of Lender	Date	Amount	Interest Rate

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

13. GENERAL INFORMATION:

(a) Has owner and/or individual partner, shareholder, director, officer or member any interest in any manufacturer or wholesaler of alcoholic beverage? No

(b) Has owner and/or individual partner, shareholder, director, officer or member received any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? NO

(c) If answer is "Yes" to either of immediate foregoing, explain:

(d) Show hereunder any and all persons, corporations, partnerships, limited liability companies or associations (other than persons stated herein as owner(s), directors, officers or members) who have received or will receive, as a result of your operation under the requested license, any financial gain or payment derived from any interest or income from the operation. Financial gain or payment shall include payment or gain from any interest in the land, fixtures, building, stock, and any other asset of the proposed operation under the license. In the event any corporation or limited liability company is listed as receiving an interest or income from this operation, show the names of the officers, directors or members of said corporation together with the names of the principal stockholders.

(e) List all other businesses engaged in the sale of alcohol beverages that you the owner, or any individual, partner, shareholder, officer, director or member has interest in, is employed by or is associated with in any way whatsoever, or has had interest in, has been employed by, or has been associated with in the past.

Table with 3 columns: Name, Name or Business, Interest %

14. FOR PACKAGE LIQUOR STORE APPLICANTS: ***State of Georgia Regulations***

The State of Georgia will not issue a State Alcohol License to any person who has more than two (2) retail package liquor licenses. See official language below. Do not apply for a Dawson County License if you already have (or have interest in) two (2) package liquor store licenses in the State of Georgia.

O.C.G.A. 3-4-21 and Regulation 560-2-2-40.

No person shall be issued more than two retail package liquor licenses, nor shall any person be permitted to have a beneficial interest in more than two retail package liquor licenses issued by the Department regardless of the degree of such interest.

For the purposes of explanation and applicability of the Code:

"Beneficial interest" as used here means: when a person holds the retail package liquor license in his own name, or when he has a legal, equitable or other ownership interest in, or has any legally enforceable interest or financial interest in, or derives any economic benefit from, or has control over a retail package liquor business.

The term "person" shall include all members of a retail package liquor dealer licensee's family; and the term "family" shall include any person related to the holder of the license within the first degree of consanguinity and affinity as computed according to the canon law which includes the following: spouse, parents, step-parents, parents-in-law, brothers and sisters, step-brothers and step-sisters, brothers-in-law and sisters-in-law, children, step-children and children-in-law.

Do you currently hold any package liquor licenses in your own name or have a beneficial interest in any package liquor licenses as described above? Yes No If yes, attach a separate sheet listing names, addresses, and license numbers.

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

NOTE: Before signing this statement, check all answers and explanations to see that you have answered all questions fully and correctly. This statement is to be executed under oath and subject to the penalties of false swearing, and it includes all attached sheets submitted herewith.

STATE OF GEORGIA, DAWSON COUNTY

I, PRABHU BINDU THOTA, DO SOLEMNLY SWEAR, SUBJECT TO THE PENALTIES OF FALSE SWEARING, THAT THE STATEMENTS AND ANSWERS MADE BY ME AS THE APPLICANT IN THE FOREGOING APPLICATION ARE TRUE AND CORRECT.



APPLICANT'S SIGNATURE

I HEREBY CERTIFY THAT PRABHU BINDU THOTA SIGNED HIS NAME TO THE FOREGOING APPLICATION STATING TO ME THAT HE KNEW AND UNDERSTOOD ALL STATEMENTS AND ANSWERS MADE THEREIN, AND, UNDER OATH ACTUALLY ADMINISTERED BY ME, HAS SWORN THAT SAID STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS 10th DAY OF JULY, 20 24



NOTARY PUBLIC



Rashmitha Chanamol

NOTARY PUBLIC

FORSYTH COUNTY, GEORGIA

My Commission Expires 02/22/2028

FOR OFFICIAL USE ONLY:

MARSHALS OFFICE REVIEW:

Date: _____

APPLICANT HAS OBTAINED ALL NECESSARY PERMITS AND LICENSES. (Building Permit / Business License)

Marshals Office Director

APPLICANT HAS COMPLETED ALL NECESSARY INSPECTIONS. (Fire Dept. / Health Dept. / Dept. of Agriculture-Retail Package only)

Marshals Office Director

APPLICANT HAS COMPLETED **PREMISE & STRUCTURE FORM # 3** AND ATTACHED ALL REQUIRED INFORMATION IN ITEMS 10 through 15.

Marshals Office Director

FOR OFFICIAL USE ONLY:

SHERIFF DEPARTMENT REVIEW:

Date: _____

APPLICANT HAS COMPLETED ALL REQUIREMENTS FOR FEDERAL AND STATE BACKGROUND CHECK AND IS APPROVED FOR THIS APPLICATION PROCESS.

Sheriff

DAWSON COUNTY MARSHALS OFFICE

ALCOHOL LICENSING

Locating & Mailing Address:

25 Justice Way, Suite 2227
Dawsonville, GA 30534

Phone: 706.344.3232 x 42258

PREMISE AND STRUCTURE FORM

INSTRUCTION: THIS STATEMENT MUST BE TYPEWRITTEN OR PRINTED AND EXECUTED UNDER OATH. EACH QUESTION MUST BE FULLY ANSWERED. IF SPACE PROVIDED IS NOT SUFFICIENT, ANSWER ON A SEPARATE SHEET AND INDICATE IN THE SPACE PROVIDED THAT A SEPARATE SHEET IS ATTACHED.

1. **TYPE OF BUSINESS:**

EATING ESTABLISHMENT

INDOOR COMMERCIAL RECREATION ESTABLISHMENT

CONVENIENCE STORE

SUPER MARKET

PACKAGE LIQUOR STORE

HOTEL OR MOTEL

OTHER (DESCRIBE) _____

2. **TRADE NAME OF BUSINESS:** THE BLUE BICYCLE

LOCATION: 30 INDUSTRIAL PARK ROAD #116
Street Number Street Name

DAWSONVILLE
City

GA
State

30028
Zip Code

706-265-2153
Phone Number

Land Lot

Map & Parcel Number

3. **IS THIS LOCATION WITHIN A COMMERCIAL ZONING DISTRICT?** ✓ yes no
PROOF OF ZONING IS REQUIRED FROM PLANNING AND DEVELOPMENT

For package liquor stores, is this zoned Commercial Highway Business (C-HB) or Commercial Planned Comprehensive Development (CPCD) as required by the ordinance?

yes no.

PROOF OF C-HB or CPCD ZONING IS REQUIRED FROM PLANNING AND DEVELOPMENT.

4. **DOES THE COMPLETED BUILDING OR THE PROPOSED BUILDING COMPLY WITH ORDINANCES OF DAWSON COUNTY, REGULATIONS OF THE STATE REVENUE COMMISSIONER, AND THE LAWS OF THE STATE OF GEORGIA?** YES IF NO, EXPLAIN NON-COMPLIANCE AND PROPOSED METHODS

TO RECTIFY SAME: _____

PREMISE AND STRUCTURE FORM

5. (a) DOES THE BUILDING IN WHICH THE BUSINESS IS TO BE LOCATED CONTAIN SUFFICIENT LIGHTING SO THAT THE BUILDING ITSELF AND THE PREMISES ON ALL SIDES OF THE BUILDING ARE READILY VISIBLE AT ALL TIMES FROM THE FRONT OF THE STREET ON WHICH THE BUILDING IS LOCATED AS TO REVEAL ALL OF THE OUTSIDE PREMISES OF SUCH BUILDING? YES

(b) IS THE BUILDING SO ILLUMINATED SO THAT ALL HALLWAYS, PASSAGE WAYS, AND OPEN AREAS MAY BE CLEARLY SEEN BY THE CUSTOMER THEREIN? YES

IF THE ANSWER IS NO TO EITHER OR BOTH (a) OR (b) ABOVE, PLEASE EXPLAIN PROPOSED METHODS TO RECTIFY THE INSUFFICIENT LIGHTING. _____

6. **FOR CONSUMPTION ON PREMISES AND RETAIL PACKAGE APPLICATIONS:**

(Answer "N/A" for items that are not applicable to your business)

(a) NUMBER OF SQUARE FEET OF TOTAL FLOOR AREA: 2300 SQFT

(b) NUMBER OF SQUARE FEET DEVOTED TO DINING AREA: 1000 SQFT

(c) SEATING CAPACITY EXCLUDING BAR AREA: 60

(d) DO YOU HAVE A FULL SERVICE KITCHEN? YES

DOES THE FULL SERVICE KITCHEN CONTAIN A THREE (3) COMPARTMENT SINK? _____

IS THE STOVE AND/OR GRILL PERMANENTLY INSTALLED AND APPROVED BY THE HEALTH AND FIRE DEPARTMENTS? YES

IF THE ANSWER TO ANY OF THE IMMEDIATE FOREGOING IS NO, PLEASE EXPLAIN: _____

(e) HOURS PREPARED MEALS OR FOODS ARE SERVED: 10 HOURS

(f) HOURS THAT ALCOHOLIC BEVERAGES ARE SERVED or SOLD: 10 HOURS

(g) HOURS OF OPERATION: 10 HOURS / DAY

(h) MAXIMUM NUMBER OF EMPLOYEES ON HIGHEST SHIFT: 10

(i) NUMBER OF PARKING SPACES: 100

(j) NUMBER OF PARKING SPACES DEVOTED TO HANDICAPPED PERSONS: 3

(k) **PACKAGE LIQUOR STORES:**

DO YOU COMPLY WITH ORDINANCE ARTICLE 5 SECTION 503 - POSTING OF LICENSE NUMBER?

Every licensee shall have posted on the front of the licensed premises the name of the licensee together with the following inscription, "County Retail Package Sales of Distilled Spirits License No. _____"

DO YOU COMPLY WITH ORDINANCE ARTICLE 5 SECTION 505 A) (2) - TYPES OF OUTLETS WHERE PACKAGE SALES ARE PERMITTED? _____

Outlets that are devoted exclusively to the retail sale of distilled spirits, malt beverages and/or wine by the package with ingress and egress provided directly to and only to the exterior of the building and not to any other enclosed part of the building or adjoining building.

PREMISE AND STRUCTURE

7. FOR HOTEL/MOTEL ONLY:

- (a) NUMBER OF ROOMS AVAILABLE FOR HIRE TO GENERAL PUBLIC: N/A
- (b) NUMBER OF SQUARE FEET OF FLOOR SPACE DEVOTED TO RESTAURANT: N/A
- (c) NUMBER OF SQUARE FEET OF FLOOR SPACE DEVOTED TO DINING AREA: N/A
- (d) SEATING CAPACITY EXCLUDING BAR AREA: N/A
EXPLAIN IF MORE THAN ONE DINING AREA: N/A

- (e) DO YOU HAVE A FULL SERVICE KITCHEN? N/A
DOES THE FULL SERVICE KITCHEN CONTAIN A THREE (3) COMPARTMENT SINK? N/A
IS THE STOVE AND/OR GRILL PERMANENTLY INSTALLED AND APPROVED BY THE HEALTH AND FIRE DEPARTMENTS? N/A
IF THE ANSWER TO ANY OF THE IMMEDIATE FOREGOING IS NO, PLEASE EXPLAIN: N/A

- (f) HOURS PREPARED MEALS OR FOODS ARE SERVED: N/A
- (g) HOURS THAT ALCOHOLIC BEVERAGES ARE SERVED: N/A
- (h) MAXIMUM NUMBER OF EMPLOYEES ON THE HIGHEST SHIFT DEVOTED TO THE OPERATION OTHER THAN THE RESTAURANT: N/A
- (i) MAXIMUM NUMBER OF EMPLOYEES ON HIGHEST SHIFT DEVOTED TO THE RESTAURANT OPERATION: N/A
- (j) NUMBER OF PARKING SPACES: N/A
- (k) NUMBER OF PARKING SPACES DEVOTED TO HANDICAPPED PERSONS: N/A

FOR ALL APPLICATIONS:

- 8. **ATTACH A CERTIFIED SCALE DRAWING OF THE PROPOSED PREMISES BY A REGISTERED LAND SURVEYOR OR PROFESSIONAL ENGINEER, SHOWING THE DISTANCE REQUIREMENT FROM CHURCH, SCHOOL, DAYCARE FACILITY, OR ALCOHOL TREATMENT CENTER.**
(See Survey Form # 3-A)
- 9. **ATTACH APPLICANT'S CERTIFICATION THAT THE LOCATION COMPLIES WITH THE DISTANCE REQUIREMENT FROM CHURCH, SCHOOL, DAYCARE FACILITY OR ALCOHOL TREATMENT CENTER.**
(See Survey Form 3-A)
- 10. **ATTACH EVIDENCE OF OWNERSHIP (DEED, LEASE, SALES AGREEMENT, LETTER OF INTENT).**

PREMISE AND STRUCTURE FORM

- 11. IF THE APPLICANT IS A FRANCHISE, ATTACH A COPY OF THE FRANCHISE AGREEMENT OR CONTRACT.
- 12. IF THE APPLICANT IS AN EATING ESTABLISHMENT, ATTACH A COPY OF THE MENU(S).
- 13. (a) IF THE BUILDING IS COMPLETE, ATTACH COPIES OF DETAILED SITE PLANS OF SAID BUILDING INCLUDING OUTSIDE PREMISES AND FLOOR PLAN.

(b) IF THE BUILDING IS PROPOSED, ATTACH COPIES OF PROPOSED SITE PLAN AND SPECIFICATIONS AND BUILDING PERMIT OF THE PROPOSED BUILDING.

NOTE: Before signing this statement, check all answers and explanations to see that you have answered all questions fully and correctly. This statement is to be executed under oath and subject to the penalties of false swearing, and it includes all attached sheets submitted herewith

STATE OF GEORGIA, DAWSON COUNTY

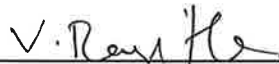
I, PRABHU BINDU THOTA, DO SOLEMNLY SWEAR, SUBJECT TO THE PENALTIES OF FALSE SWEARING, THAT THE STATEMENTS AND ANSWERS MADE BY ME AS THE APPLICANT IN THE FOREGOING PREMISE AND STRUCTURE STATEMENT ARE TRUE AND CORRECT.



APPLICANT'S SIGNATURE

I HEREBY CERTIFY THAT PRABHU BINDU THOTA SIGNED HIS/HER NAME TO THE FOREGOING APPLICATION STATING TO ME THAT HE/SHE KNEW AND UNDERSTOOD ALL STATEMENTS AND ANSWERS MADE THEREIN, AND, UNDER OATH ACTUALLY ADMINISTERED BY ME, HAS SWORN THAT SAID STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS, THE 10th DAY OF JULY, 2024.



NOTARY PUBLIC

V. Ravitha
Rashmitha Chanamolu
NOTARY PUBLIC
FORSYTH COUNTY, GEORGIA
My Commission Expires 02/22/2028

DAWSON COUNTY MARSHALS OFFICE

ALCOHOL LICENSING

LOCATION & MAILING ADDRESS:

25 JUSTICE WAY, SUITE 2322
DAWSONVILLE, GA 30534

PHONE: 706.344.3232 x 42258

CERTIFIED REPORT OF SURVEY

**FOR ALL CONSUMPTION ON PREMISES
AND RETAIL PACKAGE ESTABLISHMENTS**

APPLICANT:

PRABHU BINDU THOTA

BUSINESS NAME:

OLIVE GREEN LLC / THE BLUE BICYCLE

ADDRESS OF PREMISES
TO BE LICENSED:

30 INDUSTRIAL PARK ROAD, #116
DAWSONVILLE, GA - 30534

The premises to be licensed must comply with the following minimum distance requirements to comply with the Official Code of Georgia §§ 3-3-2; 3-3-21; Reg. 560-2-2-.32; and the **Dawson County Consolidated Alcohol Ordinance**.

1. CHURCH BUILDING:

"Church building" means the main structure used by any religious organization for purposes of worship.

The premises to be licensed must be a minimum of **600 feet (200 yards)** from the nearest church building, **measured in a straight line from the front door of the licensed facility to the front door of the church building.**

County Ordinance References: Article 5 Section 501(A), Article 6 Section 600(B), Article 7 Section 700 (B)

Name and Address
of Nearest Church

BETHEL METHODIST CHURCH

100 LUMPKIN CAMP GROUND ROAD S, DAWSONVILLE, GA 30534

Distance Measured

0.6 MILES (3168 FEET)

2. SCHOOL BUILDING OR SCHOOL GROUNDS:

"School building or school grounds" shall apply only to state, county, city, or church school buildings and to such buildings at such other schools in which are taught subjects commonly taught in the common schools and colleges of this state and which are public schools or private schools.

The premises to be licensed must be a minimum of **600 feet (200 yards)** from any school, educational building or college, **measured in a straight line from the front door of the licensed facility to the front door of the school, educational building or college.** *County Ordinance References: Article 5 Section 501(A), Article 6 Section 600(B), Article 7 Section 700 (B)*

Name and Address
of Nearest School

BLACKS MILL ELEMENTARY SCHOOL

1860 DAWSON FOREST RDE, DAWSONVILLE, GA 30534

Distance Measured

2.5 MILES (13,200 FEET)

3. **DAYCARE:**

"Daycare" means any place operated by a person, society, agency, corporation, institution, or group wherein are received for pay for group care for less than 24 hours per day, without transfer of legal custody, children under 18 years of age, and is not accredited as a public or private school (except that centers offering state funded pre-K programs are still considered daycares).

The premises to be licensed must be a minimum of **600 feet (200 yards)** from the nearest daycare, **measured in a straight line from the front door of the licensed facility to the front door of the daycare.**

County Ordinance References: Article 5 Section 501(A), Article 6 Section 600(B), Article 7 Section 700 (B)

Name and Address of Nearest Daycare WHITE OAK LEARNING ACADEMY #3
2982 CRIZZLE ROAD, DAWSONVILLE, GA-30534
Distance Measured 0.3 MILES (1584 FEET)

4. **ALCOHOL TREATMENT FACILITY:**

"Alcohol treatment facility" means any alcohol treatment center owned and operated by the State or the County government.

The premises to be licensed must be a minimum of **600 feet (200 yards)** from the nearest alcohol treatment facility, **measured in a straight line from the front door of the licensed facility to the front door of the alcohol treatment facility.** County Ordinance References: Article 5 Section 501(A), Article 6 Section 600(B), Article 7 Section 700 (B)

Note: The only State or County operated alcohol treatment facility is Dawson County Treatment Court, 189 Highway 53 West, Suite 106, Dawsonville, GA 30534.

Name and Address of Nearest Alcohol Treatment Facility DAWSON COUNTY TREATMENT COURT
189 HIGHWAY 53 WEST, SUITE 106, DAWSONVILLE, GA 30534
Distance Measured 7.2 MILES (38,016 FEET)

5. **ANOTHER PACKAGE STORE:**

*****Applies to Package Liquor Stores Only*****

No license shall be issued under this ordinance for use at a location which is within **one (1) mile** (1,760 yards) of any other business licensed to sell packaged liquor (distilled spirits) at retail. This distance shall be **measured in a straight line from the front door of the licensed facility to the front door of the other package store.** This restriction shall not apply to any location for which a new license is applied if the retail package sale of distilled spirits was lawful at such location during the 12 months immediately preceding such application. County Ordinance Reference Article 5 Section 501(B)

Name and Address of Nearest Package Liquor Store _____
Distance Measured _____

5. **HOUSING AUTHORITY PROPERTY:**

*****Applies to Alcohol by the Drink Establishments*****

There is NO housing authority property in Dawson County.

"Housing authority property" means any property containing 300 housing units or fewer owned or operated by a housing authority created under the State Housing Authorities Law.

The premises to be licensed must be a minimum of **600 feet (200 yards)** from the nearest housing authority property, **measured in a straight line from the front door of the licensed facility to the front door of the housing authority property.** County Ordinance Reference Article 7 Section 700(B)

Name and Address of Nearest Housing Authority Property NONE IN DAWSON COUNTY
Distance Measured _____

Note:

A scale drawing (by a Georgia Registered Land Surveyor/Engineer) of the location of the premises to be licensed, showing the closest prohibited structures and identifying the minimum distance, must be attached hereto.

THE LICENSE APPLICANT COMPLETES THE FOLLOWING CERTIFICATION:

The undersigned certifies that subject location is in compliance or non-compliance with the distance requirements set forth above. I have found: (check one)

The above listed structures are inside the minimum distance restrictions stated above

OR

The premises to be licensed meets the minimum distance requirements for licensing stated above.

PRASHU BINDU THOTA
Applicant's Printed Name

T. Prashu
Applicant's Signature

7/9/2024
Date of Signature

V. Prashu
Notary Signature

7/9/2024
Date of Signature

V. Prashu
Rashmitha Chanamolou
NOTARY PUBLIC
FORSYTH COUNTY, GEORGIA
My Commission Expires 02/22/2028

DAWSON COUNTY PLANNING AND DEVELOPMENT

ALCOHOL LICENSING

Location & Mailing Address:

25 JUSTICE WAY, SUITE 2322
DAWSONVILLE, GA 30534

Phone: 706/344-3500 x 42335

STATEMENT OF PERSONAL HISTORY

Instruction: This statement must be typed or neatly printed and executed under oath. Each question must be fully answered. If space provided is not sufficient, answer on a separate sheet and indicate in the space if a separate sheet is attached.

1. **NAME:** THOTA PRABHU BINDU
Last First Middle

RESIDENCE: _____
Street Number Street Name

City State Zip Code Telephone Number

2. **CHECK:** (all that apply)

- Sole Owner/Proprietor Partner: General Limited Silent
 Director Principal Stockholder (20% or more)
 Registered Agent Officer: _____
 Manager Employee: _____

3. **TRADE NAME OF BUSINESS FOR WHICH THIS STATEMENT IS MADE:**

NAME OF BUSINESS: THE BLUE BICYCLE

LOCATION: 30 INDUSTRIAL PARK ROAD #116
Street Number Street Name P. O. Box

DAWSONVILLE GA 30534 706-265-2153
City State Zip Code Telephone Number

4. **STATE THE PERCENTAGE OF OWNERSHIP OR INTEREST, IF ANY, IN THIS BUSINESS:** 100%

5. **STATE METHOD AND AMOUNT OF COMPENSATION, IF ANY, DIRECTLY OR INDIRECTLY:** —

6. **DATE OF BIRTH:** _____ **PLACE OF BIRTH:** _____

SSN: _____ **SEX:** MALE FEMALE **RACE:** _____

COLOR OF HAIR: BROWN **COLOR OF EYES:** BROWN

7. U.S. CITIZEN LEGAL PERMANENT RESIDENT QUALIFIED ALIEN OR NON-IMMIGRANT

Requirements:

Affidavit for Issuance of a Public Benefit and a Secure & Verifiable Document

E-Verify Private Employer Affidavit of Compliance or E-Verify Private Employer Exemption Affidavit

STATEMENT OF PERSONAL HISTORY

8. SINGLE MARRIED WIDOWED DIVORCED SEPARATED

IF MARRIED OR SEPARATED, COMPLETE INFORMATION LISTED BELOW:

FULL NAME OF SPOUSE: VIJAY PRADEEP BUNREDDY SIVASI SSN# _____

MAIDEN NAME: _____ PLACE OF BIRTH: _____

DATE OF BIRTH: _____ NAME AND ADDRESS OF SPOUSE'S EMPLOYER: _____

9. STATE ANY OTHER NAMES THAT YOU HAVE USED: MAIDEN NAME, NAMES BY FORMER MARRIAGES, FORMER NAMES CHANGED LEGALLY OR OTHERWISE, ALIASES, NICKNAMES, ETC. SPECIFY WHICH, SHOW DATES, ETC.: _____

10. EMPLOYMENT RECORD FOR THE PAST TEN (10) YEARS. (LIST THE MOST RECENT EXPERIENCE FIRST).

From Mo/Yr	To Mo/Yr	Occupation & Duties Performed	Salary Received	Employer (Business Name)	Reason for Leaving
10/2022	PRESENT				
04/2021	11/2023				

11. LIST IN REVERSE CHRONOLOGICAL ORDER ALL OF YOUR RESIDENCES FOR THE PAST TEN (10) YEARS:

From	To	Street	City	State
12/2020				
02/2020				
12/2018				
01/2018				
01/2017				
06/2015				

STATEMENT OF PERSONAL HISTORY

12. DO YOU HAVE ANY FINANCIAL INTEREST, OR ARE YOU EMPLOYED IN ANY OTHER WHOLESALE OR RETAIL BUSINESS ENGAGED IN DISTILLING, BOTTLING, RECTIFYING, OR SELLING ALCOHOLIC BEVERAGES? _____

NO

IF YOUR ANSWER IS "YES" TO NUMBER 14, GIVE NAMES, LOCATIONS, AND AMOUNT OF INTEREST IN EACH: _____

13. HAVE YOU EVER HAD ANY FINANCIAL INTEREST IN AN ALCOHOLIC BEVERAGE BUSINESS THAT WAS DENIED A LICENSE? _____

NO

IF SO, GIVE DETAILS: _____

14. HAS ANY ALCOHOLIC BEVERAGE LICENSE IN WHICH YOU HOLD, OR HAVE HELD, ANY FINANCIAL INTEREST OF, OR EMPLOYED, OR HAVE BEEN EMPLOYED, EVER BEEN CITED FOR ANY VIOLATIONS OF THE RULES AND REGULATIONS OF THE STATE REVENUE COMMISSIONER RELATING TO THE SALE AND DISTRIBUTION OF ALCOHOLIC BEVERAGES? _____

NO

IF SO, GIVE DETAILS: _____

15. IF DURING THE PAST TEN YEARS YOU HAVE BOUGHT OR SOLD ANY BUSINESS ASSOCIATED WITH ALCOHOL, GIVE DETAILS. (DATE, LICENSE NUMBER, PERSONS, AND CONSIDERATIONS INVOLVED):

NO

16. HAVE YOU EVER BEEN DENIED BOND BY A COMMERCIAL SECURITY COMPANY? _____

NO

IF SO, GIVE DETAILS: _____

17. ARE YOU A REGISTERED VOTER? _____ IN WHAT STATE? _____

NO

—

18. HAVE YOU EVER BEEN ARRESTED, OR HELD BY FEDERAL, STATE OR OTHER LAW ENFORCEMENT AUTHORITIES, FOR ANY VIOLATION OF ANY FEDERAL LAW, STATE LAW, COUNTY OR MUNICIPAL LAW, REGULATION OR ORDINANCES? (Do not include traffic violations. All other charges must be included even if they were dismissed. Give reason charged or held, date, place where charged and disposition. If no arrest, write no arrest. After last arrest is listed, please write no other arrest):

1. NO ARREST

2. _____

3. _____

4. _____

STATEMENT OF PERSONAL HISTORY

19. LIST BELOW FOUR REFERENCES (PERSONAL AND BUSINESS). GIVE COMPLETE ADDRESS AND PHONE NUMBER INCLUDING AREA CODE. IF GIVING A BUSINESS REFERENCE, NAME A PERSON AT THE LOCATION TO BE CONTACTED. DO NOT INCLUDE RELATIVES OR EMPLOYERS OR FELLOW EMPLOYEES OF PARTICULAR BUSINESS.

1. _____

2. _____

3. _____

4. _____

20. HAVE YOU HAD ANY LICENSE UNDER THE REGULATORY POWERS OF DAWSON COUNTY DENIED, SUSPENDED, OR REVOKED WITHIN TWO (2) YEARS PRIOR TO THE FILING OF THIS APPLICATION?

_____ No _____
IF SO, GIVE DETAILS: _____

21. ATTACH PHOTOGRAPH (Front View) TAKEN WITHIN THE PAST YEAR:



NOTE: ATTACH A COPY OF YOUR DRIVER'S LICENSE TO THIS FORM.

STATEMENT OF PERSONAL HISTORY

Before signing this statement, check all answers and explanations to see that you have answered all questions fully and correctly. This statement is to be executed under oath and subject to the penalties of false swearing, and it includes all attachments submitted herewith.

STATE OF GEORGIA, DAWSON COUNTY.

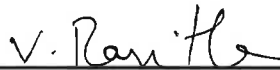
I, PRABHU BINDU THOTA, DO SOLEMNLY SWEAR, SUBJECT TO THE PENALTIES OF FALSE SWEARING, THAT THE STATEMENT AND ANSWERS MADE BY ME AS THE APPLICANT IN THE FOREGOING PERSONAL STATEMENT ARE TRUE AND CORRECT. FURTHER, AS PART OF THE PROCESS RESULTING FROM MY APPLICATION FOR BACKGROUND INVESTIGATION, FOR AN ALCOHOLIC BEVERAGE LICENSE. I HEREBY AUTHORIZE PERSONNEL OF THE DAWSON COUNTY SHERIFF'S DEPARTMENT OR DAWSON COUNTY MARSHAL'S OFFICE TO RECEIVE, VERIFY, AND DISSEMINATE ANY CRIMINAL HISTORY INFORMATION WHICH MAY BE IN THE FILES OF ANY LOCAL, STATE, OR FEDERAL CRIMINAL JUSTICE AGENCY FOR INVESTIGATIVE PURPOSES, DENIAL, OR APPEALS.




APPLICANT'S SIGNATURE

I HEREBY CERTIFY THAT Prabhu Thota SIGNED HIS/HER NAME TO THE FOREGOING APPLICATION STATING TO ME THAT HE/SHE KNEW AND UNDERSTOOD ALL STATEMENTS AND ANSWERS MADE THEREIN, AND UNDER OATH ACTUALLY ADMINISTERED BY ME, HAS SWORN THAT SAID STATEMENTS AND ANSWERS ARE TRUE AND CORRECT.

THIS, THE 10th DAY OF JULY, 2024



NOTARY PUBLIC


Rashmitha Chariamol
NOTARY PUBLIC
FORSYTH COUNTY, GEORGIA
My Commission Expires 02/22/2028

Dawson County, Georgia Board of Commissioners

Private Employer Affidavit of Compliance Pursuant To O.C.G.A. § 36-60-6(d)

By executing this affidavit, the undersigned private employer verifies its compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm or corporation employs more than ten employees and has registered with and utilizes the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-90. Furthermore, the undersigned private employer hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number

05-29-2024

Date of Authorization

OLIVE GREEN LLC / PRABHU BINDU THOTA
Name of Private Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on JULY, 10th, 2024 in CUMMING (city), GA (state).

T. Prabhu Thota

Signature of Authorized Officer or Agent

PRABHU BINDU THOTA

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME

ON THIS THE 10th DAY OF JULY, 2024.

V. Prashantha

NOTARY PUBLIC

My Commission Expires: 02/22/2028

V. Prashantha 7/10/2024.
Rashmitha Chanamolu

**NOTARY PUBLIC
FORSYTH COUNTY, GEORGIA
My Commission Expires 02/22/2028**

Dawson County, Georgia Board of Commissioners
Affidavit for Issuance of a Public Benefit
As Required by the Georgia Illegal Immigration Reform and Enforcement Act of 2011

By executing this affidavit under oath, as an applicant for a Dawson County Business License, Out of County Business Registration, Alcohol License, or other public benefit as referenced in the Georgia Illegal Immigration Reform and Enforcement Act of 2011 [O.C.G.A. § 50-36-1(e)(2)], I am stating the following with respect to my application for such Dawson County public benefit.

_____ I am a United States citizen.

_____ I am a legal permanent resident of the United States. *(FOR NON-CITIZENS)*

1 I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. *(FOR NON-CITIZENS)*

My alien number issued by the Department of Homeland Security or other federal immigration agency is:

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one **secure and verifiable document**, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit. *(See reverse side of this affidavit for a list of secure and verifiable documents.)*

The secure and verifiable document provided with this affidavit can best be classified as:

DRIVER'S LICENSE AND EMPLOYMENT AUTHORIZATION DOC

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20 and face criminal penalties as allowed by such criminal statute.

Executed in DAWSONVILLE (city), GEORGIA (state)

T. Prabhakar
Signature of Applicant

07/09/2024
Date

PRABHU BINDU THOTA
Printed Name

THE BLUE BICYCLE
Name of Business

V. Rashmi
Rashmi Charanolu
NOTARY PUBLIC
FORSYTH COUNTY, GEORGIA
My Commission Expires 02/22/2028

SUBSCRIBED AND SWORN BEFORE ME ON
THIS 10th DAY OF JULY, 2024
V. Rashmi Notary Public
My Commission Expires: 02/22/2028

*This affidavit is a State of Georgia requirement that must be completed for **initial** applications and **renewal** applications for public benefits as referenced in O.C.G.A § 50-36-1(a)(3). The person who has made application for access to public benefits on behalf of an individual, business, corporation, partnership or other private entity must complete and sign the affidavit and provide a secure and verifiable document.*

Secure and Verifiable Documents Under O.C.G.A. § 50-36-2

The following list of secure and verifiable documents, published under the authority of O.C.G.A. § 50-36-2, contains documents that are verifiable for identification purposes, and documents on this list may not necessarily be indicative of residency or immigration status.

- A **United States Passport** or **Passport Card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **United States Military Identification card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Driver's License** issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An **Identification Card** issued by one of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, the Commonwealth of the Northern Marianas Islands, the United States Virgin Island, American Samoa, or the Swain Islands, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Tribal Identification Card** of a federally recognized Native American tribe, provided that it contains a photograph of the bearer or lists sufficient identifying information regarding the bearer, such as name, date of birth, gender, height, eye color, and address to enable the identification of the bearer. A listing of federally recognized Native American tribes may be found at:
<http://www.bia.gov/WhoWeAre/BIA/OIS/TribalGovernmentServices/TribalDirectory/index.htm>
[O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **United States Permanent Resident Card** or **Alien Registration Receipt Card** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- An **Employment Authorization Document** that contains a photograph of the bearer [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Passport Issued by a Foreign Government** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Merchant Mariner Document** or **Merchant Mariner Credential** issued by the United States Coast Guard [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Free and Secure Trade (FAST) card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A **NEXUS Card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A **Secure Electronic Network for Travelers Rapid Inspection (SENTRI) card** [O.C.G.A. § 50-36-2(b)(3); 22 CFR § 41.2]
- A **Driver's License issued by a Canadian Government Authority** [O.C.G.A. § 50-36-2(b)(3); 8 CFR § 274a.2]
- A **Certificate of Citizenship** issued by the United States Department of Citizenship and Immigration Services (USCIS) (Form N-560 or Form N-561) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]
- A **Certificate of Naturalization** issued by the United States Department of Citizenship and Immigration Services USCIS) (Form N-550 or Form N-570) [O.C.G.A. § 50-36-2(b)(3); 6 CFR § 37.11]

DAWSON COUNTY PLANNING AND DEVELOPMENT

**ALCOHOL LICENSING
25 JUSTICE WAY, SUITE 2322
Dawsonville, GA 30534**

(706) 344-3500 x 42335

DISTILLED SPIRITS

PROJECTED PURCHASES

PROJECTED GROSS SALES


APPLICANT: PRABHU BINDU THOTA
BUSINESS NAME: OLIVE GREEN LLC / THE BLUE BICYCLE
ADDRESS: 30, INDUSTRIAL PARK ROAD, #116
DAWSONVILLE, GA-30534

Please provide the following projections for your establishment:

	<u>Projected Purchases of Distilled Spirits (in liters)</u>	<u>Projected Gross Sales of Mixed Drinks</u>
Balance of Calendar Year 20 <u>23</u>	<u>100</u>	<u>\$99,341.10</u>
Calendar Year 20 <u>24</u>	<u>125</u>	<u>\$100,000</u>

GEORGIA
DRIVER'S LICENSE

LIMITED-TERM
DRIVER'S LICENSE

DL 

Governor: *B.P.*

3d DL NO. *15 3* DOB *12/28/2023*

9 CLASS C 4b EXP

2 PRABHU BINDU

1 THOTA

8


12-REST A


3a END NONE


4a ISS 12/28/2023

16 SEX F 18 EYES BLK

16 HGT 5'-04" 17 WGT 130 lb







5 80 548833110100020000

T. Prabhu Bindu
06/03/2024

DOB: 10/03/1992



RESTRICTIONS: A-None

ENDORSEMENTS: NONE

included
CLASS: C-D-28,888 lbs. CYM and Trailer 5 18,888 lbs. All recreational vehicles

SPECIAL INFORMATION: NONE





10 008 663073



www.dls.georgia.gov

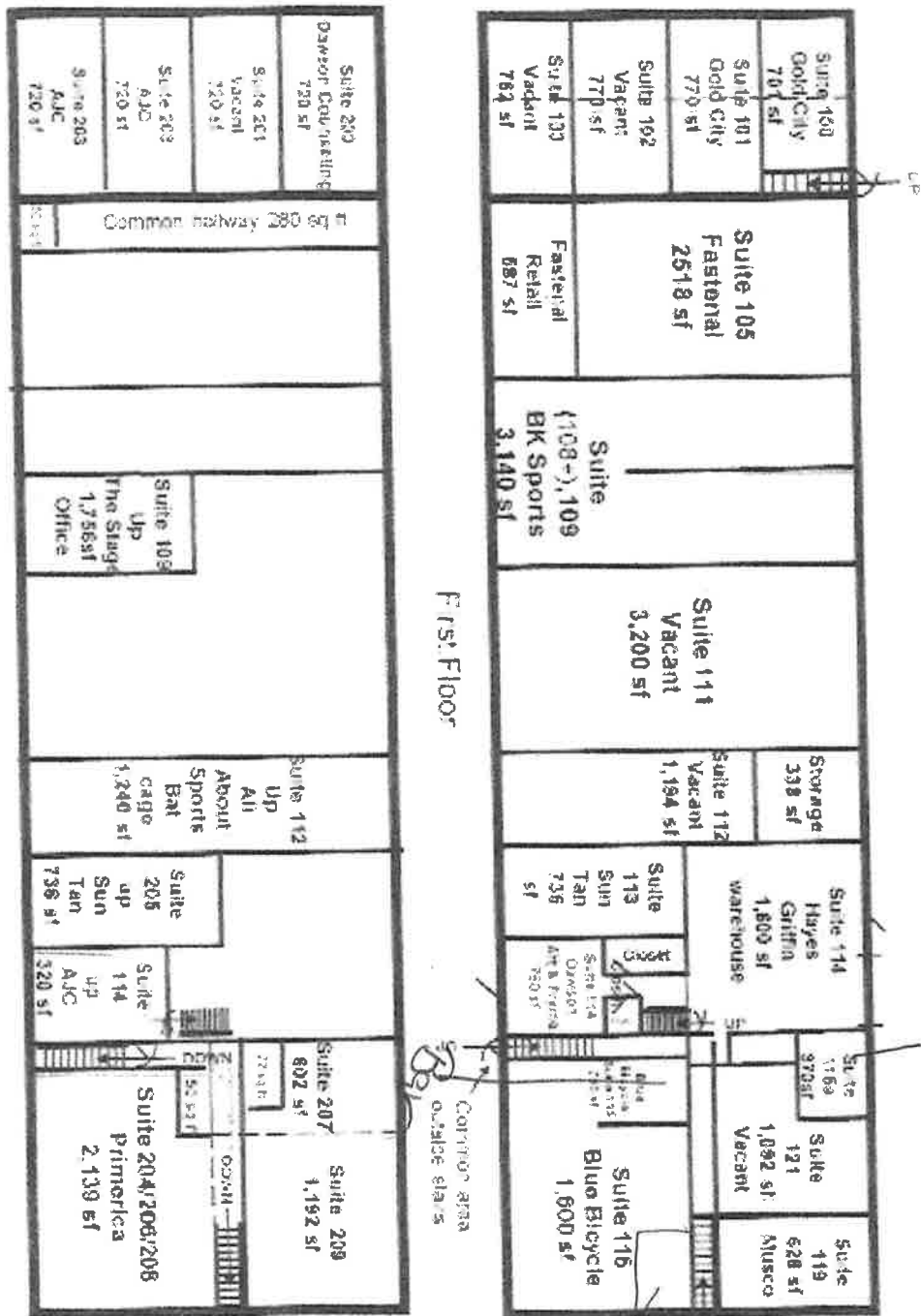
01/02/2019

Campground Center

30 Industrial Park Drive

Store

Industrial Park Drive



1st Floor

Second Floor

Lumpkin Campground Road



Dawson County Emergency Services
393 Memory Lane Dawsonville, GA 30534

Certificate #: 062724-AB1

~ Certificate of Occupancy ~

Street Address: 30 Industrial Park Road, Suites 115-118 Dawsonville, GA 30534

Business Name: The Blue Bicycle Occupant Load: 80

Building Name: Campground Center Occupancy Type: Assembly

Construction Type: Type III Number of Exits: 4

Pursuant to O.C.G.A. 25-2-14(c), every building or structure which comes under classification in paragraph (1) of subsection (b) of O.C.G.A. 25-2-13 and which comes under the jurisdiction of the Office of the Safety Fire Commissioner pursuant to O.C.G.A. 25-2-12 shall have a certificate of occupancy issued by the state fire marshal, the proper local fire marshal, or state inspector before such building or structure may be occupied. Such certificates of occupancy shall be issued for each business establishment within the building, shall carry a charge in the amount provided in O.C.G.A. 25-2-4.1, shall state the occupant load for such business establishment or building, and shall run for the life of the building, except as provided in O.C.G.A. 25-2-14(d). (See 103.2.1of the IFC, as adopted by this Chapter.)

****CERTIFICATE MUST BE POSTED IN A PROMINENT LOCATION****

Issued By: Anthony Buttram 

STATE OF GEORGIA

Secretary of State

Corporations Division

313 West Tower

2 Martin Luther King, Jr. Dr.

Atlanta, Georgia 30334-1530

CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

Olive Green LLC

a **Domestic Limited Liability Company**

has been duly organized under the laws of the State of Georgia on **05/20/2024** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta
and the State of Georgia on **05/22/2024**.



Brad Raffensperger

Brad Raffensperger
Secretary of State

ARTICLES OF ORGANIZATION

Electronically Filed
Secretary of State
Filing Date: 5/20/2024 5:27:23 PM

BUSINESS INFORMATION

CONTROL NUMBER
BUSINESS NAME Olive Green LLC
BUSINESS TYPE Domestic Limited Liability Company
EFFECTIVE DATE 05/20/2024

PRINCIPAL OFFICE ADDRESS

ADDRESS

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Bindu Thota		

ORGANIZER(S)

NAME	TITLE	ADDRESS
Prabhu Bindu Thota	ORGANIZER	

OPTIONAL PROVISIONS

N/A

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE Prabhu Bindu Thota
AUTHORIZER TITLE Organizer



ATLANTA COMMERCIAL BOARD OF REALTORS®, INC.

Assignment and Assumption of Lease Agreement



THIS ASSIGNMENT is dated the June 17th, , 2024 by and among Blue Bicycle Inc. ("Assignor") and Prabhu Bindeu Thota ("Assignee(s)") and ("Landlord").

Whereas, by a lease dated the between the Landlord and Blue Bicycle Inc., the Assignor, the Landlord leased to the Assignor for a term of , from and including the 1st day of January, 2024, to and including the day of , ("Lease") subject to and upon the terms, covenants and conditions contained in the Lease, certain premises ("Premises") containing an area of approximately 2360 square feet located at 30 Industrial Dr. Suites 115-118, and which Premises are more particularly described in the Lease, a true and correct copy of such Lease being attached to this agreement as Exhibit "A" and incorporated herein by this reference.

Whereas, the Assignor desires that all of its right, title and interest in the be assigned to the Assignee and the Assignee shall assume the obligations of Assignor under the Lease with the prior written consent of the Landlord, such prior written consent being required in accordance with the terms of the Lease;

NOW THEREFORE, in consideration of the terms and conditions hereof, the parties hereto agree as follows:

1. ASSIGNMENT.

Assignor hereby grants, conveys, transfers assigns to Assignee all of Assignor's rights, title and interest in the Lease in accordance with and subject to the terms, covenants and conditions contained in this Agreement and the observance and performance by Assignee of all of the terms, covenants and conditions contained in the Lease to be observed and performed by Assignor with respect to Premises and otherwise. The effective date of the Assignment is June 24th, 2024 (the "Assignment Date").

2. ACCEPTANCE AND ASSUMPTION.

Assignee hereby accepts and agrees to assume and perform all of the terms and conditions of the Lease required to be performed by Assignor, and covenants with Landlord and Assignor that it shall, throughout the Term:

- (i) Pay directly to Landlord, the rent including any rent increase, additional rent or other amounts due Landlord under the Lease (collectively "Rent") and assume, observe and perform all of the terms, covenants and conditions on the part of the tenant contained in the Lease to be paid, observed and performed with respect to the Premises, or otherwise.
- (ii) Continue to carry on only the permitted uses pursuant to the provisions of the Lease.

3. COVENANTS OF ASSIGNOR AND ASSIGNEE.

Assignor and Assignee hereby covenant with the Landlord that notwithstanding any provision of the Lease to the contrary:

- (i) Neither this Agreement nor the Lease nor the Premises (nor any part thereof) may be assigned (including an assignment by operation of law), sublet, encumbered or otherwise transferred, nor shall the Assignee part with or share possession of the Premises or any part of it unless Landlord's written consent is first obtained.
- (ii) If the Assignee is, or as a result of a permitted assignment of this Agreement subsequently becomes, a corporation, the Assignee is prohibited from effecting or otherwise suffering a change in the effective voting control of the Assignee from the persons holding such effective voting control at the date of execution of this Agreement or permitted assignment of this Agreement, as the case may be, without first

receiving the written consent of the Landlord, and such consent may be withheld for any reason or without a reason.

- (iii) All rental, as well as any other tenant monetary obligations under the Lease, shall have been prorated between Assignor and Assignee as of the Assignment Date. If the proration of any non-rental tenant monetary obligation(s) in favor of Landlord is not calculated as of the such monetary obligation(s), Landlord shall send a bill therefore to Assignee, who shall promptly pay the full amount of such bill to Landlord and send a copy thereof to Assignor, so that the amount of such bill can be prorated between Assignor and Assignee as of the Assignment Date.
- (iv) Assignor shall indemnify, defend and hold Assignee harmless from and against any and all obligations, claims, costs, demands, losses, damages, liabilities, lawsuits, actions and other proceedings in law or in equity or otherwise, judgments, awards and expenses of every kind and nature whatsoever, including without limitation, attorneys' fees and tenant improvement costs and leasing commissions, arising out of or relating to, directly or indirectly, the Leases, vesting, accruing and/or arising prior to the Assignment Date. This indemnity shall include without limitation any obligation to complete any pending or incomplete tenant improvements or pay or reimburse any tenant improvement costs or leasing commissions relating to the Leases, vesting, accruing and/or arising prior to the Assignment Date, whether or not completion of such tenant improvements or payment of such tenant improvement costs or leasing commissions is due prior to or after the date hereof.

4. LANDLORD'S CONSENT AND CONDITIONS.

Landlord hereby grants its consent to this Assignment subject to the following conditions:

(i) Either (check one):

Assignor hereby covenants with Landlord that it remains jointly and severally liable with the Assignee under the Lease and acknowledges that the Assignor is not released from the liability for payment of Rent or from the performance of any of the terms, covenants and conditions contained in the Lease; and Assignor's obligations hereunder shall continue in favor of Landlord, notwithstanding (a) any exercise by Assignee of any option to extend the term of the lease, (b) any modification or alteration of the Lease, by Landlord and Assignee or their successors and assigns, (c) any further assignment of the Lease or subletting of all or part of the Premises, with or without, the consent of Landlord, (d) Landlord's failure to notify Assignor, of or obtain Assignor's consent for, any modification of the terms of the lease or to notify Assignor of any delinquency or default or Assignee with respect to any covenant, condition, restriction or obligation contained herein or in the Lease, or (e) Landlord's failure or delay to enforce any of its rights against Assignee. In addition, Assignor waives the right to require Landlord to first proceed against Assignee in the event of a default by Assignee under the Lease. The obligations of Assignor hereunder shall inure to the benefit of Landlord, its successors and assigns;

or

As of the Assignment Date hereof, Landlord hereby irrevocably and unconditionally releases Assignor from any and all duties and/or obligations under the Lease, and hereby covenants that this Assignment is accepted and deemed by Landlord as full and complete satisfaction of any and all Assignor's duties and/or obligations, including without limitation the payment of Rent, under the Lease; and Landlord shall indemnify, defend and hold Assignor harmless from and against any and all obligations, claims, costs, demands, liabilities, lawsuits, actions and other proceedings in law or in equity or otherwise, judgments, awards and expenses of every kind and nature whatsoever (except as provided in Section 4(iv) hereof), including without limitation, attorneys' fees and leasing commissions, arising out of or relating to, directly or indirectly, the Lease, vesting, accruing and/or arising after the Assignment Date.

(ii) The Landlord's consent does not constitute a waiver of the necessity of obtaining a subsequent consent of Landlord to any assignment of the Lease or subletting of the Premises or any other transfer of the Lease,

nor is it to be construed or interpreted as a forfeiture of any of the rights of the Landlord contained in the Lease.

- (iii) Any and all costs and expenses, legal or otherwise, incurred by the Landlord with respect to this Agreement and the Landlord's consent provided for in this Agreement shall be borne entirely by the Assignor and the Assignor hereby covenants to promptly indemnify and save harmless the Landlord from and against any and all costs so incurred. In the event Assignor does not pay such costs and expense, Assignee shall be liable therefor.

5. CONFIRMATION.

- (i) Assignor hereby confirms that the Lease is in full force and effect, unchanged and unmodified except in accordance with this Agreement, it is understood and agreed that except as provided herein, all terms and expressions when used in this Agreement have the same meaning as they have in the Lease.
- (ii) The Assignee acknowledges with the Landlord that it has received a copy of the Lease and is familiar with all of the terms, covenants and conditions contained herein.
- (iii) The parties acknowledge that Landlord now holds and shall continue to hold the sum of \$ _____ as a security deposit credited to the account of the Assignee, to be applied subject to the terms of the Lease; Assignor hereby releases all claims to said security deposit.
- (iv) Assignee and Assignor hereby acknowledge and agree that neither Landlord nor any of Landlord's agents have made any representations not contained in the Lease or in this Agreement and that this Agreement and the Lease contain the entire agreement between the Parties.
- (v) Assignee and Assignor specifically acknowledge and agree that Landlord and Landlord's agent has made no representations whatsoever concerning any rights to negotiate a new lease, any first option to accept or reject any proposed lease at the end of the lease term, any option or right to renew, extend or otherwise continue the Lease and Assignee has no rights whatsoever not contained in the original Lease attached hereto or set forth herein.
- (vi) Assignor, Assignee and Landlord specifically acknowledge and confirm that _____ ("Broker") shall be paid a commission by _____ in connection with the Lease, and this Assignment thereof, pursuant to a separate agreement or as otherwise provided herein.

6. OTHER PROVISIONS.

Tenant (Olive Green LLC) Prabbu Bindu Thota

C

7. NOTICES.

Any notice required or permitted to be given hereunder shall be in writing and shall be deemed to be effective when either (1) personally delivered, or (2) deposited in the United States Postal Service, Certified Mail- Return Receipt Requested, postage prepaid, or (3) deposited in the United States Postal Service, Express Mail, postage prepaid, or (4) deposited in Federal Express Overnight Delivery, charges prepaid, addressed to the party being notified at the appropriate address set forth below. United States Postal Service or Federal Express Overnight Delivery shall not be restricted deliver, but shall be deliverable to and receivable by any person in the Premises of addressee. The returned of said Certified Main, Express Mail or Federal Express Overnight Delivery, marked refused, unclaimed or otherwise undeliverable by the United States Postal Service or Federal Express Overnight Delivery shall be deemed to constitute receipt effective on the date of deposit. Any party may change its address for notice from time to time by giving the other parties hereto ten (10) days in advance written notice of the address change.

As to Assignor:

As to Assignee:

As to Landlord:

As to Broker:

8. CONDITION OF PREMISES.

The Assignee accepts the Premises with all latent defects, if any, and in its present condition As Is, Where Is, and without any warranty whatsoever on the part of the Landlord, Assignor any real estate agent or anyone else. Landlord shall not be responsible for performing any work to the Premises to make it suitable for Assignee's use. If required by applicable governmental authority that a Certificate of Occupancy be issued for Assignee's occupancy of the Premises, Landlord shall be furnished with a copy of the unconditional Certificate of Occupancy as a condition to the effectiveness of this assignment and as a condition to Assignee's occupancy of the Premises.

9. BINDING.

This Agreement shall be binding upon and shall inure to the benefit of the Premises hereto and their permitted successors, assigns, heirs, executors and administrators.

ATLANTA COMMERCIAL BOARD OF REALTORS, INC. ("ACBR") DISCLAIMER; WAIVER AND RELEASE OF CLAIMS. This "Disclaimer; Waiver and Release of Claims" provision, without any changes, modifications, deletions or revisions, must be included in all ACBR Form documents that include any reference to ACBR. The parties hereto hereby acknowledge and agree that: (A) THIS DOCUMENT HAS IMPORTANT CONSEQUENCES, LEGAL, FINANCIAL AND OTHERWISE, AND ACBR HAS ADVISED THE PARTIES THAT THEY SHOULD EACH CONSULT WITH AN ATTORNEY OR OTHER PROFESSIONAL OF THEIR CHOICE WITH RESPECT TO THE TERMS OF, AND/OR THE COMPLETION, MODIFICATION AND/OR EXECUTION OF, THIS DOCUMENT; (B) form documents by their nature are designed to be of general application, and may not be applicable to specific facts and circumstances, may not address a given party's specific conditions or requirements and/or may not reflect the relative bargaining or negotiations of the parties, as such variables may arise on any given transaction; (C) to avoid any possible misunderstanding or confusion as to the original form of this document and any revisions, modifications or changes to it, any and all revisions, modifications or changes to the original should be made readily apparent by highlighting, underscoring or other means to distinguish them from the original ACBR form; (D) ACBR has made the original versions of this document and other document forms available to ACBR's members as a service, but makes no representation or warranty, express or implied, as to the suitability or applicability of the terms and conditions of, or the enforceability of, this document or other document forms; (E) ACBR document forms are updated by ACBR from time to time, and ACBR strongly recommends to the parties that they use the most current, updated versions of any such document forms; and (F) by executing this document the parties hereto each hereby waive and release ACBR, its officers, directors, members, employees and agents, from any and all claims, demands and/or causes of action (whether known or unknown) arising out of, pertaining to or resulting directly or indirectly from the use of this form document.

-Signatures on Following Page-

IN WITNESS WHEREOF, Landlord, Assignor, Assignee and Broker have hereunto set their hands and seals as of the date indicated below.

LANDLORD:

D _____

By: _____ 07/01/24 (Seal)

Name: _____

Title: Title _____

Address: _____

Phone: _____

Date: _____

ASSIGNOR:

By: Blue Bicycle, Inc. Authentisign
Guy Owen 06/21/24 (Seal)

Name: Guy Owen Jr. _____

Title: _____

Address: _____

Phone: _____

Date: _____

ASSIGNEE:

By: Olive Green LLC Authentisign
Prabhu Thota 06/21/24

Name: Prabhu Bindu Thota _____

Title: _____

Address: _____

Phone: _____

Date: _____

BROKER:

By: _____ up _____
Authentisign 06/21/24 (Seal)

Name: Randy Gordy _____

Title: _____

Firm License #: _____

Phone: _____

Date: _____

Agent Name(s): _____

Agent License #(s):

Add additional names & License #'s of other agents involved in connection with this transaction.



Our Menu

Not fast food, just good food. Expect to relax and savor each dish. Please enjoy your dining experience and taste the love.

SHAKEN, STIRRED, SIPPED*CC FEES ADDED ONLY WHEN USING CARDS

DRY MOCKTAILS

The Rosemary Mocktail 6.00+cc
Grapefruit Juice, Rosemary syrup,
bubbles

SEASONAL- THEY'RE ALL NEW!

Bicycle Thief 10.25+cc
Gin, Campari, Grapefruit, Lemon,
Soda

Ocean Mist 10.00+cc
St George Botanivore Gin, Lime,
Salted Simple Syrup, Soda

Watermelon Margarita 9..25+cc
Tequila, Watermelon Shrub, Lime,
Agave, Salt

Hibiscus Martini 9.00+cc
Vodka, Lemon,
Hibiscus/Watermelon Shrub,
Orgeat (\$9.00+cc)

Watermelon Mojito 9.25
Rum, Mint, Watermelon Shrub,
Lime, Club Soda

THE CLASSICS

NEW Paloma Spritz 9.00
Tequila, Grapefruit, Cava

TBB Limoncello 3.50+cc

Side Car 9.50+cc
Pierre Ferrand Cru de Congac,
Curacao, Lemon

TBB Old Fashioned 13.00+cc
Piggyback Rye, Smoked Cherry,
Bitters, HAND CRACKED SMOKED
ICE

The Last Word 10.50+cc
Citadel Gin, Luxardo, Chartreuse,
Lime

TBB Manhattan 10.50+cc
Buffalo Trace, Amaro, Black
Walnut Bitters

Blue Smoke 9.25+cc
Tito's Martini, House-stuffed Blue
Cheese Olive
*A drop of Mezcal gives it that smokey
flavor*

French "tini" 12.50+cc
Grey Goose, Champagne,
Raspberry, Pineapple

Published on: Jul-6-2024 4:59 PM

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TODAY'S MENU CC (CREDIT CARD FEES) NOT ADDED WHEN PAYING WITH CASH

STARTERS

Daily Soup	7.00+cc	Pimento Cheese Tartine	7.00+cc
roasted corn chowder w/ bacon		spread on grilled baguette	
TBB Lump Crab Cake	12.00+cc	Chicken Meatballs	9.00+cc
lump crab, corn, red & yellow peppers		tossed in buffalo hot sauce	
<i>two aioli sauces (roasted sweet pepper and saffron)</i>		<i>served on slaw with blue cheese cream</i>	
Chicken Liver Mousse	8.00+cc	Smoked Trout Rillettes	9.00+cc
peach preserves, grilled baguette		spread on grilled baguette	
Exotic Mushrooms with Gnocchi	14.00+cc	Blue Cheese Chips	9.00+cc
sautéed in brown butter and sage, tossed with our handmade potato gnocchi		freshly cooked potato chips, bleu crumbles, and scallions	
		<i>house-made bacon 2.00</i>	

SALADS

Simple Green Salad	6.50+cc	NEW Summer Refresher	8.00+cc
sweet onion, radish, cucumber, TBB vinaigrette		watermelon, vidalia, basil, vincotto, fleur de sel	
<i>Large salad 10.00</i>			
*Caesar Salad	7.50+cc	Warm Chevre Salad	9.50+cc
classic presentation		simple green salad (sweet onion, radish, cucumber) with smoked bacon, tomato, and pecans.	
<i>Large salad 12.00</i>		Topped with broiled goat's cheese & TBB vinaigrette	
		<i>Large salad 15.00</i>	

Add to Any Salad

**bleu cheese 2.00 anchovies 2.00
chicken 8.50 shrimp 9.00**

MAINS

NEW Curry-dusted East Coast Halibut 34.00+cc

curry-dusted and seared, and served with steamed rice, dry-fried vegetables, and tomato and herb vinaigrette

***Filet of Black Angus Beef** 49.00+cc
asparagus, crisped potatoes, Georgia olive oil, vincotto

***Seared Smoked Duck Breast** 29.00+cc
with brown rice, sugar snap peas, and peach brandy sauce

NC Mountain Trout 24.00+cc
lemon & herb butter, green snap beans, tomato

Wild US Shrimp 21.00+cc
heritage grits cake, onion, sweet pepper, fennel, tomato/butter sauce

Beef Tips 20.00+cc
braised in red wine and tomato; with house-made tagliatelle pasta

***NY Strip Steak Frites** 38.00+cc
10 oz black angus NY strip with fries and bleu cheese butter
make it bourbon au poivre with mashers and green snap beans 5.00

NEW *Grilled Pork Tenderloin 24.00+cc
chimichurri, potatoes, green beans

Veal Scaloppini 20.00+cc
spaetzle, spinach, lemon & caper pan sauce

Algerian-style Chicken Breast 21.00+cc

artichokes, olives, preserved lemon, pearled couscous
Bell & Evans organic chicken

Quiche - Apple and breakfast sausage 14.49+cc
with soup or salad

All Sandwiches Served with Fries
Swap soup or side simple green salad; \$2

Curry Chicken Salad Sandwich 14.00+cc
with shredded lettuce and sliced tomato on ciabatta roll
Bell & Evans organic chicken, apple, raisins, celery, green onion

NEW Salmon Burger 13.00+cc
house-ground salmon patty, marinated sweet onions and cucumber, arugula, with lemon/herb tartar sauce
on a brioche bun

***Just a Plain Ol' Cheese Burger** 13.00+cc
6 oz ground chuck patty, American cheese, brioche bun
leave off the bun- save \$1

***TBB Burger** 15.00+cc
6 oz ground chuck patty, pimento cheese, fried green tomato, pickled Vidalia, chipotle mayo, brioche bun
leave off the bun- save \$1

Ⓢ *This Dish Contains Nuts or Sesame Products A 5% fee will be added to all "to Go" and paid directly to service staff. *consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness. 18% for parties of 6+*

Published on: Jul-9-2024 11:21 AM

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DESSERTS

ON A PLATE:

Creme Brulee white coffee with burnt sugar top	8.00+cc	NEW Strawberries and Cream Cake 8.00+cc
NEW Key Lime Pie with raspberry coulis and fresh whipped cream	8.00+cc	Peach Crisp with vanilla ice cream contains nuts
Chocolate Hazelnut Mousse * 8.00+cc		*contains nuts

IN A GLASS

Irish Coffee Jameson, Irish Cream, Java	9.00+cc	TBB Limoncello 3.50+cc
Espresso Martini Vodka, Kahlua, Cointreau, Espresso	9.25+cc	Irish Cream 7.00+cc
		Grand Marnier 14.00+cc
		Amaretto Lazzaroni 7.50+cc

*CC (Credit Card) fees added only when paying with
cards*

Published on: Jul-3-2024 7:02 PM

POWERED BY IMENUPRO

WINE

BUBBLES

LaMarca (187ml) Prosecco, IT	10.00+cc	Henriot Brut Souverain Champagne, FR	79.00+cc
Los Monteros Cava Brut, SP	6.00+cc 28.00	<i>Straw-gold, bright and clear in appearance. A lovely bead in the glass forms a cortege of regular, delicate bubbles. This Champagne offers magnificent, vivacious character. Citrus fruit aromas are followed by a cavalcade of floral bouquets, elderberry and vine blossom. Delicious brioche notes and the simplicity of lightly toasted bread. Well balanced and harmonious on the palate.</i>	

WHITES

Peter Mertes (sweet) Riesling, GER	8.00+cc 30.00	Kuranui Sauvignon Blanc, Marlborough, NZ	8.50+cc 36.00
Mezzacorona Pinot Grigio, IT	8.50+cc 36.00	Pine Ridge Chenin Blanc/Viognier, CA	10.0+cc 39.00
Silver Gate Sauvignon Blanc, CA	8.00+cc 32.00		

OLD WORLD WHITE

Cheverny 12.00+cc 45.00
Sauvignon Blanc, Loire Valley, FR
Kermit Lynch Importer

NEW **Domaine Seguinot-Bordet**
46.00+cc

Chablis Vierels Vignes, FR
Bright and pale in color. The leafy freshness and floral touch highlight pretty fruity, vanillary notes. The long, so obviously mineral finish is a perfect illustration of the wine's serious yet charming character.

CHARDONNAY

Hess Shirtail Ranches 9.25+cc 37.00
Monterey County, CA

Replica, Knockoff 10.00+cc 39.00
CA

NEW Moniker 44.00+cc
Chardonnay, Mendicino, CA
Offers vivacious notes of lemon, lime, green apple, cut grass and hay. Medium toasted barrels yield subtle spicy aromas and a rich vanilla-cream sweetness.

PINKS

Domaine Houchart 10.00+cc 38.00
Dry Rosé, FR

REDS

PINOT NOIR

Underwood 10.00+cc 38.00
Pinot Noir, OR

Bourgogne Cote Chalonnaise 40.00+cc
Pinot Noir, FR
Well balanced with a clean garnet-cherry red color. Blackcurrant and morello-cherry aromas with notes of smoke and humus.

Paul Mas, Reserve 38.00+cc
Pinot Noir, Languedoc, FR
Very elegant notes of red berries (strawberry and cherry) combined with soft spices and a hint of vanilla. Medium-bodied wine with ripe tannins and a well-balanced acidity.

Row Eleven 54.00 +cc
Pinot Noir, Russian River Valley CA
Deep red, translucent appearance; aromas of ripe black cherry, violets and briar; supple texture and flavors of cherry and red berries are capped by light vanilla and juicy acidity; long finish.

MALBEC, ZINS & BLENDS

Cline 8.50+cc 38.00
Zinfandel, Lodi, CA

Tenacious Red 8.50+cc 38.00
Purple Cowboy
Red Blend, Paso Robles, CA

Expresion 10.00+cc 38.00
Malbec, Mendoza AR

Frog's Leap Flycatcher Red Blend

42.00+cc

Rutherford, CA

Warm, generous fruit from the Zin combines with great backbone and spiciness from the Sirah-Syrah sisters. Merlot (grown at a high elevation) adds acidity and an earthy-floral top-note that helps invite the next sip.

NEW Zinphomaniac

39.00+cc

Zinfandel, Lodi, CA

This voluptuous Zin boasts aromas of ripe, crushed cherry with hints of black tea and zesty pepper spiciness. Bright red fruit flavors and brooding blackberry mingle with rich earthy notes. Pleasant spicy finish.

OLD WORLD RED**Kermit Lynch Cotes du Rhone**

38.00+cc

Rhône Valley, FR

Dark, dense colored. Smells of dark cherries, clove and spice. Medium to full bodied. Balanced, long and classy.

NEW Chateau Saint Julian

42.00+cc

Bordeaux Supérieur

Traditional blend of Cabernet, Merlot and Cab Franc. Intense and complex, notes of blueberry, blackcurrant, blackberry, plum, tobacco, and licorice.

NEW Kermit Lynch Chateau Aney

52.00+cc

Bordeaux, FR

Cabernet Sauvignon, Merlot, Petit Verdot, Cabernet Franc

San Felice Il Grigio

42.00+cc

Chianti Classico Riserva, IT

Deep ruby-red. Warm, mineral and ferrous nose (rust) enhanced by notes of dried grass and pepper with subtle fruit. The palate shows ripe fruit and violet expression. Drink with food.

Bolgheri (Super Tuscan)

49.00+cc

Bell'Aja Merlot/Cabernet

Purple in appearance, it exhibits a bouquet redolent of wild berry preserves, lifted by smooth notes of spice. On the palate, it is beautifully balanced and delicious, with supple, velvety tannins.

Domaine du Grand Tinel 79.00+cc

Chateauneuf du Pape

A deeply traditional CdP. This wine show all the refined yet rustic character cherished from this appellation. Tradition is a blend of 65% Grenache, 15% Mourvèdre & 15% Syrah, with 5% left to the remaining CdP varieties. This is true salt of the earth stuff, as dependable as it is delicious, and always a top value given its class.

CABERNET & MORE**Searidge**

8.00+cc 30.00

Merlot, CA

Tribute

9.50+cc 38.00

Cabernet, CA

Silver Gate

8.00+cc 30.00

Cabernet, CA

NEW Paul Dolan

42.00+cc

Cabernet Sauvignon, Mendocino, CA

Offering of cherry, hoisin sauce, mulberry and caramelized brown sugar, accented by fresh bay leaf and rosemary. A classic Mendo Cabernet

NEW Annabella

58.00+cc

Cabernet Sauvignon, Napa Valley, CA

Bursting with characteristic creme cases, boysenberry, and milk chocolate on the nose, in the mouth the wine blooms with black plum, cranberry, cocoa powder, and a hint of mission fig. The tannins are broad and provide ample framing for the wine's large aromatic volume. Cardamom and cinnamon linger throughout the finish.

Daou

43.00+cc

Cabernet, Paso Robles, CA

Nose shows aromas of black cherry, cassis, plum, desert sage. Secondary aromas reveal notes of cigar box and leather. A rich palate offering generous flavors of black raspberry and baking spices. Ripe, fine-grained tannins carry into a structured finish with lingering accents of cherry, espresso and vanilla.

Rodney Strong

50.00+cc

Cabernet, Knights Valley, CA

Deeply colored and bursting with aromas of crushed blackberries, spicy dark plum, and wild raspberry. Complex layers of spice and chocolate on the palate are framed in rich, velvety tannins with a long lingering finish.

Bonanza 40.00+cc

Cabernet, CA

A Chuck Wagner wine from Caymus Vineyards. Features flavors of luscious fruit, dark chocolate and silky tannins.

Frank Family 79.00+cc

Cabernet, Napa Valley, CA

Seamlessly woven in black cherry and cocoa, this flagship Cabernet is sumptuous and seductive in structure and complexity. The palate offers flavors of hazelnut, baked plum, and cloves while brilliant acidity on the finish balances the concentration of flavors and tannins.

CC fees are not added when paying with cash

Published on: Jun-15-2024 12:46 PM

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BEER

**Bold Rock, Cider, NC & VA
(6.5%)**

4.50+cc

Gold Medal Winning Medium Dry Cider

Bud Light

4.00+cc

PBR

3.00+cc

Mich Ultra

4.75+cc

Stella Artois

5.25+cc

**Creature Comforts,
Tropicallia, Atlanta, GA
(6.5% ABV)**

5.25+cc

Tropicália® is a balanced, soft, and juicy IPA. A hop aroma of citrus and ripe passion fruit leads into a full, fruit-forward hop flavor that washes over the palate, and ends with a subtle bitterness.

**Gate City, Copperhead,
Roswell, GA (5.2% ABV)**

5.25+cc

An American Amber ale with a crisp refreshing flavor and smooth finish, copperhead is perfect for all seasons

**Gate City, Terminus,
Roswell, GA (7.8% ABV)**

5.25+cc

Rich and Dark impressive intersection of dark malts and mild European hops yields an uncommonly drinkable all-season porter

**Jekyll Brewery Hop Dang
Dignity, Alpharetta, GA (6.7%
ABV)**

5.25+cc

This IPA was brewed to remind us of the aroma of those tall GA pines, wit the malty backbone balances everything out. This is not your standard IPA

**Reformation, Jude,
Woodstock, GA, (9.2% ABV)**

6.00+cc

Belgium-style Triple Moderation. Smooth sweet malt, a delicate floral aroma, & clean citrus keep Jude's high alcohol content well hidden.

**SweetWater 420, Extra Pale
Ale, Atlanta, GA. (5.4% ABV)**

5.00+cc

Dry Hopped with a fat stash of Cascade hops. Our most popular brew! A tasty West Coast style Extra Pale Ale accentuated with a stimulating hop character. First conceived in our bat cave on 4/20, this kind of beer keeps the wheels on the bus going round and round!

Terrapin Los Bravos (5.1% ABV)

5.25+cc

Los Bravos "Mexican-Style Lager" is crisp, slightly sweet and is perfectly balanced by using three varieties of hops. With its roots firmly planted in traditional Vienna style lagers, this beer complements any spicy dish and helps keep any fiesta fueled.

Three Taverns, Passion on Ponce, Decatur, GA(7.5%)

5.25+cc

IPA with a hint of passion fruit, orange and guava

Published on: Jun-1-2024 6:07 PM

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Not published yet

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WHISKEYS RYES AND SCOTCHES

BRANDYS, COGNACS AND CORDIALS

**In the works

^{NEW} Iwai, Traditional Mars Whiskey, Japan, 80 proof

13.50 (1.5oz)

This is malt driven spirit is truly a reflection of contemporary Japanese whisky. Incredibly balanced, soft and layered. A blending of sherry, bourbon and wine casks with delicate hints of peat make for a harmonious whisky that would make Iwai-san proud. Ripe Cherry, honey toffee with a beautiful ginger spice.

TEQUILA

Espolon Blanco (80 proof)

9.25 (1.5oz)

Crystal Clear, 100% Blue Webber Agave
for an upgraded margarita!

Espolon Reposado (80 proof)

9.25 (1.5 oz)

Aged in American oak, 100% Blue Webber Agave
Caramel, golden hue

^{NEW} **Epsolon anejo**

11.50 (1.5oz)

Aged in new American oak for 10 months, it's then placed into deeply charred Wild Turkey bourbon whiskey barrels and aged two months longer to create a tequila rich in character with a taste all its own. Notes of caramel, vanilla, dried fruits and even chocolate. notes of caramel, vanilla, dried fruits and even chocolate.

Gran Orendain Anejo (80 proof)

11.25 (1.5oz)

Aged 20 months in French Oak. flavors of Roasted pepper, golden syrup, cedar, a hint of cereal, Cayenne pepper
Here's your sipping tequila

BOURBONS & AMERICAN WHISKYS

**NEW Angel's Envy (86.6 proof)
Kentucky**

11.50 (1.5oz)

Finished in Port Wine Barrels
Nose; Subtle vanilla, raisins, maple syrup and toasted nut. Palate; Vanilla, ripe fruit, maple syrup, toast and bitter chocolate. Finish; Clean and lingering sweetness with a hint of Madeira that slowly fades

Buffalo Trace (90 proof) Kentucky

8.00 (1.5oz)

Made from the finest corn, rye and barley malt, this whiskey ages in new oak barrels for years. The taste is rich and complex, with hints of vanilla, toffee and candied fruit. The smooth finish lingers on the palate. This will never change.

**Gentleman Jack (90 proof)
Tennessee**

9.00 (1.5oz)

Double mellowed for exceptional smoothness. Balanced oak flavor with notes of caramel and vanilla

NEW Jeferson's Very Small Batch (82.3 proof) Kentucky

13.50 (1.5oz)

Our Very Small Batch is an approachable, easy-drinking and smooth bourbon whiskey. Brown Sugar with a hint of citrus in the nose. Flavors of Vanilla, Peaches and Toffee. Delicate and Warm, honey finish.

Makers Mark (90 proof) Kentucky

8.75 (1.5oz)

Never bitter or sharp, Maker's Mark® is made with soft red winter wheat, instead of the usual rye, for a one-of-a-kind, full-flavored bourbon that's easy to drink.

Old Fourth Ward Bottled in Bond (100 proof) Atlanta, GA

16.50 (1.5oz)

Made by a single distillery in a single season • At least 4 years old • Bottled at 100 proof • Aged in new white American oak (Medium Char.) • Produced in the USA • Nothing added but water

**Whistle Pig 6yr Bourbon (100 proof)
Vermont**

14.00 (1.5oz)

Six long years of age in Char #3 barrels adds layers of flavor before bottling at 100 Proof. Nose of Caramel corn partnered with oak notes, tasting of Maple and vanilla with a creamy mouth feel and an herbal tea with a hint of honey finish

**NEW Willett 8yr Wheat (108 proof)
Vermont**

42.00 (1.5oz)

The first release of Willett Wheated. Bourbon was distilled in the early Spring of 2013 and bottled in the summer of 2022. The proprietary mashbill is barreled at 115 proof in Char# 4 American Oak. We bottle without chill-filtration to preserve the most flavor possible.

Willet Pot Still (94 proof) Kentucky
11.00 (1.5oz)

Nose is "vanilla lemon cake." The palate is a balance of caramel, vanilla, spices and citrus. I'm not sure if they made the opulent bottle to match the Whiskey or vice versa.

W L Weller (90 proof) Kentucky
8.00 (1.5oz)

A sweet nose with a presence of caramel. Tasting notes of honey, butterscotch, and a soft woodiness. It's smooth, delicate and calm. Features a smooth finish with a sweet honeysuckle flair.

Woodford Reserve (90.4 proof) Kentucky
10.25 (1.5oz)

Heavy with rich dried fruit, hints of mint and oranges covered with a dusting of cocoa. Faint vanilla and tobacco spice. Rich, chewy, rounded and smooth, with complex citrus, cinnamon and cocoa. Toffee, caramel, chocolate and spice notes abound. Silky smooth, almost creamy at first with a long, warm satisfying tail.

RYE WHISKEY

13th Colony Southern Rye (95 proof) Kentucky
10.50 (1.5oz)

96% rye & 4% malted barley
Natural water sourced from Georgia's oldest aquifer. Aged in new charred oak barrels with custom toasted French oak wood spirals. Medium slow finish, rye grain, warm fruit, brown sugar, dried apricot

Whistle Pig Piggyback 6yr (96.56 proof) Vermont
14.00 (1.5oz)

Fresh cinnamon, black peppercorn, a hint of tangerine and grapefruit zest. This rye is powerfully spicy, with cocoa, cardamom and cured leather flavors. Wonderfully lengthy finish, with baking spices, vanilla and hints of citrus.

NEW Willett, Family Estate Small Batch Rye, (114.4 Proof), Kentucky
14.00 (1.5oz)

Beautiful layering of brandied and mildly tart cherry. It opens up with time and releases cinnamon and baking spices with just a hint of oak to remind you that this is high proof youthful. A robust rye with burnt vanilla, and spices for days. It's a delicious rye with a weighty mouthfeel. Well balanced with the alcohol so perfectly integrated at 115 proof you'll forget its there, but you'll find yourself smiling more and happier with each dram. The finish is long and the spices dominate this batch, while the cherry punches its way to the surface.

**Woodford Rye (90.4 proof)
Kentucky**

10.75 (1.5oz)

Deep honey color. Spicy nose with distinct notes of rye, black pepper, cedar and cassia bark sweetened with a dusting of marzipan, hints of pear, apple and almond dance in its depths.

SCOTCH & IRISH WHISKY

Chivas Regal {Blended} (80 proof)

10.25 (1.5oz)

An aromatic infusion of wild herbs, heather, honey and orchard fruits. Here we have a rich test of honey and ripe pears alongside vanilla, hazelnut and butterscotch notes. Expect a rich and lingering finish

Dewars {Blended} (80 proof)

10.00 (1.5oz)

Flavors of citrus, pear and honey

NEW Proper 12 Irish Whiskey

8.50 (1.5oz)

Proper No. Twelve's Triple Distilled Irish Whiskey is an ultra-smooth blend of golden grain and single malt with hints of vanilla, honey and toasted wood for a rich complexity.

Jameson Irish Whiskey (86 proof)

8.00 (1.5oz)

Smooth and mellow in the nose. Enjoy the perfect balance of spicy, nutty and vanilla notes with hints of sweet sherry and exceptional smoothness.

Glennfiddich 12 yr (80 proof)

12.25 (1.5oz)

Carefully matured in the finest American oak and European oak sherry casks for at least 12 years. Creamy with a long, smooth and mellow finish, our 12 Year Old is the perfect example of Glenfiddich's unique Speyside style and is widely proclaimed the best dram in the valley.

Johnny Walker Black {Blended}

12.50 (1.5oz)

Take in the luxurious scent of rich and tropical dark fruits with hints of sweet vanilla. Savor the depth of flavor developed from maturation in oak casks, combined with creamy toffee notes that come from grain whiskies. This iconic whisky delivers a smooth and warming smoke finish, characteristic of all Johnnie Walker whiskies.

McCallen 12 yr

20.00 (1.5oz)

Deliciously smooth, with rich dried fruits and sherry, balanced with woodsmoke and spice. Described by F Paul Pacult, the renowned international whisky writer, in his book Kindred Spirits as 'simply the best 12 Year Old single malt around'.

Published on: Jun-30-2024 6:51 PM

Dawson County Marshal's Office Alcohol Log Sheet

	Application Date	Applicant's Name (first, middle initial, last)	DOB	Business Name
1	07/09/2024	PRABHU BINDU THOTA		OLIVE GREEN, LLC, DBA BLUE BICYCLE
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DAWSON COUNTY SHERIFF'S OFFICE

SHERIFF JEFF JOHNSON

19 Tucker Avenue

Dawsonville, Georgia 30534

Office (706) 344-3535 ~ Fax (706) 344-3537



CRIMINAL HISTORY REQUEST

I hereby request for the Dawson County Sheriff's Office to retrieve any criminal history record information, which may pertain to myself (or the person named below), that may be found in any state or local criminal justice agency in Georgia. Records obtained from the Dawson County Sheriff's Office shall only be used by the requesting agency or individual solely for the purposes requested. If any information is used to deny employment or license, it shall not reflect on the liability of this office, but on the agency or entity who makes that decision and to allow the person/applicant a chance to dispute any information which may be in error. Any dissemination of the information provided must be with permission of the person/applicant. Dawson County shall not be held responsible for information obtained by another agency, state or federal, which provides such information and whose files reflect records which may contain errors or omissions.

TO ENSURE ACCURACY, PLEASE PRINT AND PROVIDE COMPLETE INFORMATION.

Date of request: 07/09/2024 Authorization good for: 7 30 60 90 180 days

Agency requesting criminal history (name and phone #): Dawson County Marshals Office, 706-344-3232

Full name: PRABHU BINDU THOTA Phone #: _____

Address: _____

SSN: _____ Providing your SSN is voluntary. SSN helps confirm your identity and history.

DOB: _____ Sex: F Race: ASIAN State of birth: HYDERABAD/INDIA

Height: _____" Weight: _____lb Hair: BLACK Eyes: BROWN

Individual(s) authorized to receive criminal history: Kathryn Massey and Angela Byers

Any authorized individual(s) must present a valid identification upon receipt of this criminal history. If a valid identification cannot be presented, the criminal history will not be released.

- Special employment provisions (check if applicable):
- Employment with mentally disabled (Purpose code "M")
 - Employment with elder care (Purpose code "N")
 - Employment with children (Purpose code "W")

To be completed by Dawson County Sheriff's Office personnel:

Select purpose code used: C E F J M N P U W Z

Case number or criminal history number used: 24-08-0014E

Date of inquiry: _____ Time of inquiry: _____ Operator's initials: _____

T. Prabhakar
SIGNATURE OF APPLICANT

V. Parthasarathy
NOTARY SIGNATURE
NOTARY STATE

SIGNATURE OF RECEIVING PERSON

Rashmitha Chanemolu
NOTARY PUBLIC
FORSYTH COUNTY, GEORGIA
My Commission Expires 02/22/2028

This file contains confidential information. Disclosing, copying, distributing, or taking any action in reliance on the contents of this information is strictly prohibited.

**IQ: GA, A, F, 078916689, PTHOTA/SERVEPERMIT/AHORNSBY, E, 19921003 -
Received 08/06/2024 08:19:44**

SOURCE: CCH

IR.GASIR0000.GA0420049.

GEORGIA CRIMINAL HISTORY NAME AND IDENTIFIER SEARCH

REQUESTED BY:

DATE: 20240806 PUR: E ATTN: PTHOTA/SERVEPERMIT/AHORNSBY

ARN: 24-08-0014E

RESPONSE DATE: 20240806

QUERY REQUESTED ON:

NAM/THOTA, PRABHU B

DOB/

SEX/F

RAC/

NO RECORD IN GEORGIA
DAWSON COUNTY SHERIFF'S OFFICE
JEFF JOHNSON SHERIFF

*Amur
Hornslay*

NO RECORD FOUND

END OF RECORD

TRACKING: 08/06/2024, 08:19:43

- MKE: IR
- Source: CCH
- To: DAS6
- REF: JAF47WQMP1
- ISN: 06XL00GVZK



DAWSON COUNTY ANNOUNCEMENT AND ADVERTISEMENT REQUEST

Submitting Department:	Marshals Office	Department contact name:	Kathryn Massey
Submittal Date:	8/20/2024	Run Dates:	8/28/24, 9/4/24, and 9/11/24
AD Description:	Alcohol License	Section of Paper:	Legals - (Separate Category for License Issuance)
Name of Paper:	Dawson County News	Do you want your ad online:	Yes

**NOTICE OF APPLICATION FOR TRANSFER & ISSUANCE OF LICENSE
(CONSUMPTION ON PREMISES OF BEER, WINE, & DISTILLED SPIRITS)**

Notice is hereby provided that Olive Green LLC, dba The Blue Bicycle, 4040 Starwood Drive, Cumming, GA 30028, has applied for the issuance of a license to sell beer, wine, and distilled spirits for consumption on premise at the following location: 30 Industrial Park Road, Suite 116, Dawsonville, GA 30534.

O.C.G.A. § # (None)

Department Head Approval: Angela Byers



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department: HR & Risk Management / Dawson Transit

Work Session: Sept. 05, 2024

Prepared By: Kristi Finley, Director

Voting Session: 09/19/2024

Presenter: Kristi Finley, Director

Public Hearing: Yes _____ No X

Agenda Item Title: Approval of Drug & Alcohol Policy Update _____

Background Information:

This will be replacing the current policy approved in 2021.

Current Information :

GDOT/FTA has issued new standards for the Drug and Alcohol Policy issued for Dawson County Transit.

Budget Information:

Applicable: _____ Not Applicable: X

Budgeted: Yes _____ No X

Fund	Department	Account #	Budget	Balance	Requested	Remaining

*If this is a personnel-related request, has it been reviewed by Human Resources? _____

*If this item is being requested to move to the same day's voting session for BOC consideration, provide *detailed justification* for the request:

Recommendation/Motion: _____

Department Head Authorization: _____

Date: _____

Finance Department Authorization: Vickie Neikirk

Date: 8/28/24

County Manager Authorization: J. Leverette

Date: 8/28/24

Comments/Attachments: _____

DRUG AND ALCOHOL TESTING POLICY
DAWSON COUNTY TRANSIT
Adopted as of September 19, 2024

A. PURPOSE

- 1) Dawson County Transit provides public transit and paratransit services for the residents of Dawson County. Part of our mission is to ensure that this service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, Dawson County Transit declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.
- 2) Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. Covered employees shall abide by the terms of this policy statement as a condition of employment. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates drug and alcohol testing for safety-sensitive positions, and prohibits performance of safety-sensitive functions when there is a positive test result, or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of specimens for drug and alcohol testing.
- 3) Any provisions set forth in this policy that are included under the sole authority of Dawson County Transit and are not provided under the authority of the above-named Federal regulations are underlined. Tests conducted under the sole authority of Dawson County Transit will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

B. APPLICABILITY

This Drug and Alcohol Testing Policy applies to all safety-sensitive employees (full- or part-time) when performing safety sensitive duties. See Attachment A for a list of employees and the authority under which they are included.

A safety-sensitive function is operation of public transit service including the operation of a revenue service vehicle (whether or not the vehicle is in revenue

service), maintenance of a revenue service vehicle or equipment used in revenue service, security personnel who carry firearms, persons controlling the dispatch or movement of revenue service vehicles and any transit employee who operates a non-revenue service vehicle that requires a Commercial Driver's License to operate. Maintenance functions include the repair, overhaul, and rebuild of engines, vehicles and/or equipment used in revenue service. A list of safety-sensitive positions who perform one or more of the above-mentioned duties is provided in Attachment A. Supervisors are only safety sensitive if they perform one of the above functions. Volunteers are considered safety sensitive and subject to testing if they are required to hold a CDL, or receive remuneration for service in excess of actual expense.

C. DEFINITIONS

Accident: An occurrence associated with the operation of a vehicle even when not in revenue service, if as a result:

- a. An individual dies;
- b. An individual suffers a bodily injury and immediately receives medical treatment away from the scene of the accident; or,
- c. One or more vehicles incur disabling damage as the result of the occurrence and is transported away from the scene by a tow truck or other vehicle. For purposes of this definition, *disabling damage* means damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Adulterated specimen: A specimen that has been altered, as evidence by test results showing either a substance that is not a normal constituent for that type of specimen or showing an abnormal concentration of an endogenous substance.

Alcohol: The intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols contained in any beverage, mixture, mouthwash, candy, food, preparation or medication.

Alcohol Concentration: Expressed in terms of grams of alcohol per 210 liters of breath as indicated by a breath test under 49 CFR Part 40.

Aliquot: A fractional part of a specimen used for testing, It is taken as a sample representing the whole specimen.

Alternate specimen: An authorized specimen, other than the type of specimen previously collected or attempted to be collected.

Canceled Test: A drug or alcohol test that has a problem identified that cannot be or has not been corrected, or which is cancelled. A canceled test is neither positive nor negative.

Collection Site: A place selected by the employer where employees present themselves for the purpose of providing a specimen for a drug test.

Confirmatory Drug Test: A second analytical procedure performed on a different aliquot of the original specimen to identify and quantify a specific drug or drug metabolite.

Confirmatory Validity Test: A second test performed on a different aliquot of the original urine specimen to further support a validity test result.

Covered Employee Under FTA Authority: An employee who performs a safety-sensitive function including an applicant or transferee who is being considered for hire into a safety-sensitive function (See Attachment A for a list of covered employees).

Cutoff: The analytical value (e.g., drug or drug metabolite concentration) used as the decision point to determine a result (e.g., negative, positive, adulterated, invalid, or substituted) or the need for further testing.

Designated Employer Representative (DER): An employee authorized by the employer to take immediate action to remove employees from safety-sensitive duties and to make required decisions in testing. The DER also receives test results and other communications for the employer, consistent with the requirements of 49 CFR Parts 40 and 655.

DOT, The Department, DOT Agency: These terms encompass all DOT agencies, including, but not limited to, the Federal Aviation Administration (FAA), the Federal Railroad Administration (FRA), the Federal Motor Carrier Safety Administration (FMCSA), the Federal Transit Administration (FTA), the National Highway Traffic Safety Administration (NHTSA), the Pipeline and Hazardous Materials Safety Administration (PHMSA), and the Office of the Secretary (OST). For purposes of 49 CFR Part 40, the United States Coast Guard (USCG), in the Department of Homeland Security, is considered to be a DOT agency for drug testing purposes. These terms include any designee of a DOT agency.

Dilute specimen: A urine specimen with creatinine and specific gravity values that are lower than expected for human urine.

Disabling damage: Damage which precludes departure of any vehicle from the scene of the occurrence in its usual manner in daylight after simple repairs. Disabling damage includes damage to vehicles that could have been operated but would have been further damaged if so operated, but does not include damage which can be remedied temporarily at the scene of the occurrence without special tools or parts, tire disablement without other damage even if no spare tire is available, or damage to headlights, taillights, turn signals, horn, or windshield wipers that makes them inoperative.

Employee: Any person who is designated in a DOT agency regulation as subject to drug testing and/or alcohol testing. The term includes individuals currently performing safety-sensitive functions designated in DOT agency regulations and applicants for employment subject to pre-employment testing. For purposes of drug testing under 49 CFR Part 40, the term employee has the same meaning as the term “donor” as found on CCF and related guidance materials produced by the Department of Health and Human Services.

Evidential Breath Testing Device (EBT): A device approved by the NHTSA for the evidential testing of breath at the 0.02 and the 0.04 alcohol concentrations, and appears on ODAPC’s Web page for “Approved Evidential Breath Measurement Devices” because it conforms with the model specifications available from NHTSA.

Initial Drug Test: The first test used to differentiate a negative specimen from one that requires further testing for drugs or drug metabolites.

Initial Specimen Validity Test: The first test used to determine if a specimen is adulterated, diluted, substituted, or invalid

Invalid Result: The result reported by an HHS-certified laboratory in accordance with the criteria established by the HHS when a positive, negative, adulterated, or substituted result cannot be established for a specific drug or specimen validity test.

Laboratory: Any U.S. laboratory certified by HHS under the National Laboratory Certification Program as meeting the minimum standards of HHS; or, in the case of foreign laboratories, a laboratory approved for participation by DOT under 49 CFR Part 40.

Limit of Detection (LOD): The lowest concentration at which the analyte (e.g., drug or drug metabolite) can be identified.

Limit of Quantification (LOQ): For quantitative assays, the lowest concentration at which the identity and concentration of the analyte (e.g., drug or drug metabolite) can be accurately established.

Medical Review Officer (MRO): A licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by the drug testing program who has knowledge of substance abuse disorders, and has appropriate medical training to interpret and evaluate an individual's confirmed positive test result, together with his/her medical history, and any other relevant bio-medical information.

Negative Dilute: A drug test result which is negative for the five drug/drug metabolites but has creatinine and specific gravity values that are lower than expected for human urine.

Negative result: The result reported by an HHS-certified laboratory to an MRO when a specimen contains no drug or the concentration of the drug is less than the cutoff concentration for the drug or drug class and the specimen is a valid specimen. An alcohol concentration of less than 0.02 BAC is a negative test result.

Non-negative specimen: A specimen that is reported as adulterated, substituted, positive (for drug(s) or drug metabolite(s)), or invalid.

Oral Fluid Specimen: A specimen that is collected from an employee's oral cavity and is a combination of physiological fluids produced primarily by the salivary glands. An oral fluid specimen is considered to be a direct observation collection for all purposes of 49 CFR Part 40, as amended.

Oxidizing Adulterant: A substance that acts alone or in combination with other substances to oxidize drugs or drug metabolites to prevent the detection of the drug or metabolites, or affects the reagents in either the initial or confirmatory drug test.

Performing (a safety-sensitive function): A covered employee is considered to be performing a safety-sensitive function and includes any period in which he or she is actually performing, ready to perform, or immediately available to perform such functions.

Positive result: The result reported by an HHS- Certified laboratory when a specimen contains a drug or drug metabolite equal or greater to the cutoff concentrations.

Primary specimen: In drug testing, the specimen bottle that is opened and tested by a first laboratory to determine whether the employee has a drug or drug metabolite in his or her system; and for the purpose of specimen validity testing. The primary specimen is the portion of the donor's subdivided specimen designated as the primary ("A") specimen by the collector to distinguish it from the split ("B") specimen, as defined in 49 CFR Part 40, as amended.

Prohibited drug: Identified as marijuana, cocaine, opioids, amphetamines, or phencyclidine as specified in 49 CFR Part 40, as amended.

Reconfirmed: The result reported for a split (Bottle B) specimen when the second HHS-certified laboratory corroborates the original result reported for the primary (Bottle A) specimen.

Rejected for Testing: The result reported by an HHS- Certified laboratory when no tests are performed for specimen because of a fatal flaw or a correctable flaw that has not been corrected.

Revenue Service Vehicles: All transit vehicles that are used for passenger transportation service.

Safety-sensitive functions: Employee duties identified as:

- (1) The operation of a transit revenue service vehicle even when the vehicle is not in revenue service.
- (2) The operation of a non-revenue service vehicle by an employee when the operation of such a vehicle requires the driver to hold a Commercial Drivers License (CDL).
- (3) Maintaining a revenue service vehicle or equipment used in revenue service.
- (4) Controlling dispatch or movement of a revenue service vehicle and
- (5) Carrying a firearm for security purposes.

Specimen: Fluid, breath, or other material collected from an employee at the collection site for the purpose of a drug or alcohol test.

Specimen Bottle: The bottle that, after being sealed and labeled according to the procedures in 49 CFR Part 40, is used to hold a primary ("A") or split ("B") specimen during the transportation to the laboratory. In the context of oral fluid testing, it may be referred to as a "vial," "tube," or "bottle."

Split Specimen: In drug testing, the specimen that is sent to a first laboratory and stored with its original seal intact, and which is transported to a second laboratory for retesting at the employee's request following MRO verification of the primary specimen as positive, adulterated or substituted.

Split specimen collection: A collection in which the single specimen collected is divided into two separate specimen bottles, the primary specimen (Bottle A) and the split specimen (Bottle B).

Substance Abuse Professional (SAP): A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

Substituted specimen: An employee's specimen not consistent with a normal human specimen, as determined by HHS (e.g., a urine specimen, with creatinine and specific gravity values that are so diminished, or so divergent that they are not consistent with normal human urine).

Test Refusal: The following are considered a refusal to test if the employee:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
- (2) Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of specimen without a valid medical explanation.
- (6) Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

- (14) As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

Undiluted (neat) oral fluid: An oral fluid specimen to which no other solid or liquid has been added. For example: A collection device that uses a diluent (or other component, process, or method that modifies the volume of the testable specimen) must collect at least 1 mL of undiluted (neat) oral fluid.

Urine specimen: Urine collected from an employee at the collection site for the purpose of a drug test.

Vehicle: A bus, electric bus, van, automobile, rail car, trolley car, trolley bus, or vessel. A public transit vehicle is a vehicle used for public transportation or for ancillary services.

Verified negative test: A drug test result reviewed by a medical review officer and determined to have no evidence of prohibited drug use at or above the minimum cutoff levels established by the Department of Health and Human Services (HHS).

Verified positive test: A drug test result reviewed by a medical review officer and determined to have evidence of prohibited drug use at or above the minimum cutoff levels specified in 49 CFR Part 40 as revised.

Validity testing: The evaluation of the specimen to determine if it is consistent with normal human urine or oral fluid. Specimen validity testing will be conducted on all specimens provided for testing under DOT authority. The purpose of validity testing is to determine whether certain adulterants or foreign substances were added to the specimen, if the specimen was diluted, or if the specimen was altered.

D. EDUCATION AND TRAINING

- 1) Every covered employee will receive a copy of this policy and will have ready access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training also includes manifestations and behavioral cues that may indicate prohibited drug use.
- 2) All supervisory personnel or company officials who are in a position to determine employee fitness for duty will receive 60 minutes of reasonable

suspicion training on the physical, behavioral, and performance indicators of probable drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

E. PROHIBITED SUBSTANCES

- 1) Prohibited substances addressed by this policy include the following.
 - a. Illegally Used Controlled Substance or Drugs Under the Drug-Free Workplace Act of 1988 any drug or any substance identified in Schedule I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812), and as further defined by 21 CFR 1308.11 through 1308.15 is prohibited at all times in the workplace unless a legal prescription has been written for the substance. This includes, but is not limited to: marijuana, amphetamines, opioids, phencyclidine (PCP), and cocaine, as well as any drug not approved for medical use by the U.S. Drug Enforcement Administration or the U.S. Food and Drug Administration. Illegal use includes use of any illegal drug, misuse of legally prescribed drugs, and use of illegally obtained prescription drugs. It is important to note that the use of marijuana in any circumstances remains completely prohibited for any safety-sensitive employee subject to drug testing under USDOT regulations. The use of marijuana in any circumstance (including under state recreational and/or medical marijuana laws) by a safety-sensitive employee is a violation of this policy and a violation of the USDOT regulation 49 CFR Part 40, as amended.

Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids, and phencyclidine as described in this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

- b. Legal Drugs: The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to a Dawson County Transit supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.

- c. Alcohol: The use of beverages containing alcohol (including mouthwash, medication, food, candy) or any other substances containing alcohol in a manner which violates the conduct listed in this policy is prohibited.

F. PROHIBITED CONDUCT

- 1) Illegal use of the drugs listed in this policy and as defined in 49 CFR Part 40, as amended is prohibited at all times. All covered employees are prohibited from reporting for duty or remaining on duty if they have used a prohibited drug as defined in 49 CFR Part 40, as amended.
- 2) Each covered employee is prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of his/her on-call responsibilities and subject to discipline for not fulfilling his/her on-call responsibilities.
- 3) The Transit Department shall not permit any covered employee to perform or continue to perform safety-sensitive functions if it has actual knowledge that the employee is using alcohol
- 4) Each covered employee is prohibited from reporting to work or remaining on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.
 - a. An employee with a breath alcohol concentration which measures 0.02-0.039 is not considered to have violated the USDOT-FTA drug and alcohol regulations, provided the employee hasn't consumed the alcohol within four (4) hours of performing a safety-sensitive duty. However, if a safety-sensitive employee has a breath alcohol concentration of 0.02-0.039, USDOT-FTA regulations require the employee to be removed from the performance of safety-sensitive duties until:
 - i. The employee's alcohol concentration measures less than 0.02; or
 - ii. The start of the employee's next regularly scheduled duty period, but not less than eight hours following administration of the test.

- 5) No covered employee shall consume alcohol for eight (8) hours following involvement in an accident or until he/she submits to the post-accident drug/alcohol test, whichever occurs first.
- 6) No covered employee shall consume alcohol within four (4) hours prior to the performance of safety-sensitive job functions.
- 7) Dawson County Transit, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.
- 8) Consistent with the Drug-free Workplace Act of 1988, all Dawson County Transit employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances in the work place including transit system premises and transit vehicles.

G. DRUG STATUTE CONVICTION

Consistent with the Drug Free Workplace Act of 1998, all employees are required to notify the Dawson County Transit management of any criminal drug statute conviction for a violation occurring in the workplace within five days after such conviction. Failure to comply with this provision shall result in disciplinary action as defined in this policy.

H. TESTING REQUIREMENTS

- 1) Drug testing and alcohol testing will be conducted as required by 49 CFR Part 40 as amended. All employees covered under FTA authority shall be subject to testing prior to performing safety-sensitive duty, for reasonable suspicion, following an accident, and random as defined in this policy, and return to duty/follow-up.
- 2) A drug test can be performed any time a covered employee is on duty. A reasonable suspicion, random, or follow-up alcohol test can only be performed just before, during, or after the performance of a safety-sensitive job function. Under Dawson County Transit authority, a non-DOT alcohol test can be performed any time a covered employee is on duty.

All covered employees will be subject to drug testing and alcohol testing as a condition of ongoing employment with Dawson County Transit. Any safety-

sensitive employee who refuses to comply with a request for testing shall be removed from duty and subject to discipline as defined in this policy.

I. DRUG TESTING PROCEDURES

- 1) Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Service (HHS). All testing will be conducted consistent with the procedures set forth in 49 CFR Part 40, as amended. The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedure, and the validity of the test result.
- 2) The drugs that will be tested for include marijuana, cocaine, opioids, amphetamines, and phencyclidine. After the identity of the donor is checked using picture identification, a urine and/or oral fluid specimen will be collected as described in 49 CFR Part 40, as amended. Each specimen will be accompanied by a DOT Custody and Control Form and identified using a unique identification number that attributes the specimen to the correct individual. The specimen analysis will be conducted at a HHS certified laboratory. An initial drug screen and validity test will be conducted on the primary specimen. For those specimens that are not negative, a confirmatory test will be performed. The test will be considered positive if the amounts of the drug(s) and/or its metabolites identified by the confirmatory test are at or above the minimum thresholds established in 49 CFR Part 40, as amended.
- 3) The test results from the HHS certified laboratory will be reported to a Medical Review Officer. A Medical Review Officer (MRO) is a licensed physician with detailed knowledge of substance abuse disorders and drug testing. The MRO will review the test results to ensure the scientific validity of the test and to determine whether there is a legitimate medical explanation for a confirmed positive, substitute, or adulterated test result. The MRO will attempt to contact the employee to notify the employee of the non-negative laboratory result, and provide the employee with an opportunity to explain the confirmed laboratory test result. The MRO will subsequently review the employee's medical history/medical records as appropriate to determine whether there is a legitimate medical explanation for a non-negative laboratory result. If no legitimate medical explanation is found, the test will be verified positive or refusal to test and reported to Dawson County Transit. If a legitimate explanation is found, the MRO will report the test result as negative.

- 4) If the test is invalid without a medical explanation, a retest will be conducted under direct observation. Employees do not have access to a test of their split specimen following an invalid result.
- 5) Any covered employee who questions the results of a required drug test may request that the split sample be tested. The split sample test must be conducted at a second HHS-certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the primary sample. The method of collecting, storing, and testing the split sample will be consistent with the procedures set forth in 49 CFR Part 40, as amended. The employee's request for a split sample test must be made to the Medical Review Officer within 72 hours of notice of the original sample verified test result. Requests after 72 hours will only be accepted at the discretion of the MRO if the delay was due to documentable facts that were beyond the control of the employee. Dawson County Transit will ensure that the cost for the split specimen analysis is covered in order for a timely analysis of the sample, however Dawson County Transit will seek reimbursement for the split sample test from the employee.
- 6) If the analysis of the split specimen fails to confirm the presence of the drug(s) detected in the primary specimen, if the split specimen is not able to be analyzed, or if the results of the split specimen are not scientifically adequate, the MRO will declare the original test to be canceled.
- 7) Observed collections
 - a. Consistent with 49 CFR Part 40, as amended, collection under direct observation with no advance notice will occur if:
 - i. The laboratory reports to the MRO that a specimen is invalid, and the MRO reports to Dawson County Transit that there was not an adequate medical explanation for the result;
 - ii. The MRO reports to Dawson County Transit that the original positive, adulterated, or substituted test result had to be cancelled because the test of the split specimen could not be performed;
 - iii. The laboratory reported to the MRO that the urine specimen was negative-dilute with a creatinine concentration greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL, and the MRO reported the urine specimen as negative-dilute

and that a second collection must take place under direct observation (see §40.197(b)(1)).

- iv. The collector observes materials brought to the collection site or the employee's conduct clearly indicates an attempt to tamper with a specimen;
- v. The temperature on the original urine specimen was out of range (See §40.65(b)(5));
- vi. Anytime the employee is directed to provide another specimen because the original specimen appeared to have been tampered with (See §40.65(c)(1)).
- vii. All follow-up-tests; or
- viii. All return-to-duty tests

Urine collections that are required to be directly observed will be conducted by a person of the same gender as the donor as required by 49 CFR Part 40.67.

J. ALCOHOL TESTING PROCEDURES

- 1) Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing device (EBT) operated by a trained Breath Alcohol Technician (BAT). A list of approved EBTs can be found on ODAPC's Web page for "Approved Evidential Breath Measurement Devices". Alcohol screening tests may be performed using a non-evidential testing device (alcohol screening device (ASD)) which is also approved by NHTSA. A list of approved ASDs can be found on ODAPC's Web page for "Approved Screening Devices to Measure Alcohol in Bodily Fluids". If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted no sooner than fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EBT will identify each test by a unique sequential identification number. This number, time, and unit identifier will be provided on each EBT printout. The EBT printout, along with an approved alcohol testing form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee. The test will be performed in a private, confidential manner as required by

49 CFR Part 40, as amended. The procedure will be followed as prescribed to protect the employee and to maintain the integrity of the alcohol testing procedures and validity of the test result.

- 2) A confirmed alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The consequences of a positive alcohol test are described in this policy. Even though an employee who has a confirmed alcohol concentration of 0.02 to 0.039 is not considered positive, the employee shall still be removed from duty for at least eight hours or for the duration of the work day whichever is longer and will be subject to the consequences described in this policy. An alcohol concentration of less than 0.02 will be considered a negative test.
- 3) Dawson County Transit affirms the need to protect individual dignity, privacy, and confidentiality throughout the testing process. If at any time the integrity of the testing procedures or the validity of the test results is compromised, the test will be canceled. Minor inconsistencies or procedural flaws that do not impact the test result will not result in a cancelled test.
- 4) The alcohol testing form (ATF) required by 49 CFR Part 40 as amended, shall be used for all FTA required testing. Failure of an employee to sign step 2 of the ATF will be considered a refusal to submit to testing.

K. PRE-EMPLOYMENT TESTING

- 1) All applicants for covered transit positions shall undergo drug testing prior to performance of a safety-sensitive function.
 - a. All offers of employment for covered positions shall be extended conditional upon the applicant passing a drug test. An applicant will not be allowed to perform safety-sensitive functions unless the applicant takes a drug test with verified negative results.
 - b. An employee shall not be placed, transferred or promoted into a position covered under FTA authority or company authority until the employee takes a drug test with verified negative results.
 - c. If an applicant fails a pre-employment drug test, the conditional offer of employment shall be rescinded and the applicant will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals. Failure of a pre-employment drug test will disqualify an applicant for employment for a period of at least one year. Before being considered for future employment the applicant

must provide the employer proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G. The cost for the assessment and any subsequent treatment will be the sole responsibility of the applicant.

- d. When an employee being placed, transferred, or promoted from a non-covered position to a position covered under FTA authority or company authority submits a drug test with a verified positive result, the employee shall be subject to disciplinary action in accordance with this policy.
- e. If a pre-employment test is canceled, Dawson County Transit will require the applicant to take and pass another pre-employment drug test.
- f. In instances where a FTA covered employee does not perform a safety-sensitive function for a period of 90 consecutive days or more regardless of reason, and during that period is not in the random testing pool the employee will be required to take a pre-employment drug test under 49 CFR Part 655 and have negative test results prior to the conduct of safety-sensitive job functions.
- g. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- h. Applicants are required (even if ultimately not hired) to provide *Dawson County Transit* with signed written releases requesting USDOT drug and alcohol records from all previous, USDOT-covered, employers that the applicant has worked for within the last two years. Failure to do so will result in the employment offer being rescinded. *Dawson County Transit* is required to ask all applicants (even if ultimately not hired) if they have tested positive or refused to test on a pre-employment test for a USDOT covered employer within the last two years. If the applicant has tested positive or refused to test on a pre-employment test for a USDOT covered employer, the applicant must provide Dawson County Transit proof of having successfully completed a referral, evaluation and treatment plan as described in section 655.62 of subpart G.

L. REASONABLE SUSPICION TESTING

- 1) All Dawson County Transit FTA covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's appearance, behavior, speech or body odor that are consistent with possible drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who reasonably concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. However, under Dawson County Transit's authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee is on duty. A reasonable suspicion drug test can be performed any time the covered employee is on duty.
- 2) Dawson County Transit shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in this policy.
- 3) A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor making the observation. This written record shall be submitted to the Dawson County Transit
- 4) When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be referred for assessment and treatment consistent with this policy. Dawson County Transit shall place the employee on administrative leave in accordance with the provisions set forth under this policy. Testing in this circumstance would be performed under the direct authority of the Dawson County Transit. **Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority.** However, self-referral does not exempt the covered

employee from testing under Federal authority as specified in this policy or the associated consequences.

M. POST-ACCIDENT TESTING

- 1) FATAL ACCIDENTS – A covered employee will be required to undergo drug and alcohol testing if they are involved in an accident with a transit vehicle, whether or not the vehicle is in revenue service at the time of the accident, that results in a fatality. This includes all surviving covered employees that are operating the vehicle at the time of the accident and any other whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision.
- 2) NON-FATAL ACCIDENTS – A post-accident test of the employee operating the public transportation vehicle will be conducted if an accident occurs and at least one of the following conditions is met:
 - a. The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident.
 - b. One or more vehicles incurs disabling damage as a result of the occurrence and must be transported away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by the employer using the best information available at the time of the decision, will be tested.

As soon as practicable following an accident, as defined in this policy, the transit supervisor investigating the accident will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the accident of the need for the test. The supervisor will make the determination using the best information available at the time of the decision.

The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours of the accident for alcohol, and no longer than 32 hours for drugs. If an alcohol test is not performed within two hours of the accident, the Supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within (8) eight hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

Any covered employee involved in an accident must refrain from alcohol use for eight (8) hours following the accident, or until he/she undergoes a post-accident alcohol test.

An employee who is subject to post-accident testing who fails to remain readily available for such testing, including notifying a supervisor of his or her location if he or she leaves the scene of the accident prior to submission to such test, may be deemed to have refused to submit to testing.

Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident, or to prohibit an employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.

In the rare event that Dawson County Transit is unable to perform an FTA drug and alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), Dawson County Transit may use drug and alcohol post-accident test results administered by local law enforcement officials in lieu of the FTA test. The local law enforcement officials must have independent authority for the test and the employer must obtain the results in conformance with local law.

N. RANDOM TESTING

- 1) All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. Individuals who may be covered under company authority will be selected from a pool of non-DOT-covered individuals.
- 2) The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day.
- 3) The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator. The current year testing rates can be viewed online at <https://www.transportation.gov/odapc/random-testing-rates>.

- 4) Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.
- 5) Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under Dawson County Transit authority.
- 6) Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. However, under Dawson County Transit' authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty. Testing can occur during the beginning, middle, or end of an employee's shift.
- 7) Employees are required to proceed immediately to the collection site upon notification of their random selection.

O. RETURN-TO-DUTY TESTING

Dawson County Transit will terminate the employment of any employee that tests positive or refuses a test as specified in this policy. However, in the rare event an employee is reinstated with court order or other action beyond the control of the transit system, the employee must complete the return-to-duty process prior to the performance of safety-sensitive functions. All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. The SAP will determine whether the employee returning to duty will require a return-to-duty drug test, alcohol test, or both.

P. FOLLOW-UP TESTING

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing

following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under company authority and will be performed using non-DOT testing forms.

Q. RESULT OF DRUG/ALCOHOL TEST

- 1) Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be immediately removed from his/her safety-sensitive position, informed of educational and rehabilitation programs available, and will be provided with a list of at least two (2) USDOT qualified Substance Abuse Professionals (SAP) for assessment, and will be terminated.
- 2) Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.
- 3) Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a list of USDOT qualified SAPs. A test refusal is defined as any of the following circumstances:
 - a. Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
 - b. Fail to remain at the collection site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
 - c. Fail to attempt to provide a specimen. An employee who does not provide a specimen because he or she has left the testing site

- before the testing process commenced for a pre-employment test has not refused to test.
- d. In the case of a directly-observed or monitored urine collection in a drug test, fail to permit monitoring or observation of your provision of a specimen.
 - e. Fail to provide a sufficient quantity of specimen without a valid medical explanation.
 - f. Fail or decline to take an additional test as directed by the collector or the employer for drug testing.
 - g. Fail to undergo a medical evaluation as required by the MRO or the employer's Designated Employer Representative (DER).
 - h. Fail to cooperate with any part of the testing process.
 - i. Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed urine collection.
 - j. Possess or wear a prosthetic or other device used to tamper with the collection process.
 - k. Admit to the adulteration or substitution of a specimen to the collector or MRO.
 - l. Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
 - m. Fail to remain readily available following an accident.
 - n. As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.
- 4) An alcohol test result of ≥ 0.02 to ≤ 0.039 BAC shall result in the removal of the employee from duty for eight hours or the remainder or the work day whichever is longer. The employee will not be allowed to return to safety-sensitive duty for his/her next shift until he/she submits to a NONDOT alcohol test with a result of less than 0.02 BAC.
- 5) In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:
- a. Mandatory referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement;
 - b. Failure to execute, or remain compliant with the return-to-work agreement shall result in termination from Dawson County Transit employment.
 - i. Compliance with the return-to-work agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; the employee is cooperating with his/her recommended treatment program; and, the employee has

agreed to periodic unannounced follow-up testing as described in this policy; however, all follow-up testing performed as part of a return-to-work agreement required under this policy is under the sole authority of Dawson County Transit and will be performed using non-DOT testing forms.

- c. Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination. **All tests conducted as part of the return-to-work agreement will be conducted under company authority and will be performed using non-DOT testing forms.**
- d. **A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in this policy.**
- e. Periodic unannounced follow-up drug/alcohol testing conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test result in relation to the progressive discipline defined in this policy.
- f. A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with Dawson County Transit.
- g. A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.

- 6) Failure of an employee to report within five days a criminal drug statute conviction for a violation occurring in the workplace shall result in termination.

R. GRIEVANCE AND APPEAL

The consequences specified by 49 CFR Part 40.149 (c) for a positive test or test refusal is not subject to arbitration.

S. PROPER APPLICATION OF THE POLICY

Dawson County Transit is dedicated to assuring fair and equitable application of this substance abuse policy. Therefore, supervisors/managers are required to use and apply all aspects of this policy in an unbiased and impartial manner. Any supervisor/manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regard to subordinates, shall be subject to disciplinary action, up to and including termination.

T. INFORMATION DISCLOSURE

- 1) Drug/alcohol testing records shall be maintained by the Dawson County Transit Drug and Alcohol Program Manager and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.
- 2) The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.
- 3) Records of a verified positive drug/alcohol test result shall be released to the Drug and Alcohol Program Manager, and other transit system management personnel on a need-to-know basis.
- 4) Records will be released to a subsequent employer only upon receipt of a written request from the employee.
- 5) Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceeding.
- 6) Records will be released to the National Transportation Safety Board during an accident investigation.
- 7) Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.
- 8) Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.
- 9) Records will be released if requested by a Federal, state or local safety agency with regulatory authority over Dawson County Transit or the employee.

- 10) If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken
- 11) In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

This Policy was adopted by the *Dawson County Board of Commissioners* on *September 19, 2024*.

APPROVE:

ATTEST:

Billy Thurmond, Chairman

Kristen Cloud, County Clerk

Attachment A

<u>Job Title</u>	<u>Job Duties</u>	<u>Testing Authority</u>
Director	Director of Transit	FTA
Coordinator	Supervision of Drivers	FTA
Driver	Operation of Transit Vehicle	FTA
DAPM	Drug & Alcohol Program Manager	FTA
Maintenance	Fleet Maintenance	FTA

Attachment B Contacts

Any questions regarding this policy or any other aspect of the substance abuse policy should be directed to the following individual(s).

Dawson County Transit Drug and Alcohol Program Manager

Name: Kristi Finley

Title: Director of HR and Risk Management

Address: 25 Justice Way, Suite 2233, Dawsonville, GA 30534

Telephone Number: 706-344-3501

Medical Review Officer

Name: Donald Freeman, M.D.

Title: Medical Review Officer

Address: 4237 Salisbury #312, Jacksonville, FL 32255

Telephone Number: 904-332-0472

Substance Abuse Professional #1

Name: Robert Haynes

Title: Substance Abuse Professional

Address: 432 Canton Hwy., Suite G&M, Cumming, GA 30040

Telephone Number: 770-889-1023

Substance Abuse Professional #2

Name: Claudia Gerber

Title: Substance Abuse Professional

Address: 176 Towne Lake Pkwy., Woodstock, GA 30188

Telephone Number: 404-932-6217

HHS Certified Laboratory Primary Specimen

Name: Keating Family Medicine

Address: 1080 Lumpkin Camp Ground Rd. S., Dawsonville, GA 30534

Telephone Number: 706-265-4100

Breath Alcohol Test

Name: Keating Family Medicine

Address: 1080 Lumpkin Camp Ground Rd. S., Dawsonville, GA 30534

Telephone Number: 706-265-4100



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department: BOC

Work Session: September 5, 2024

Prepared By: Kristen Cloud

Voting Session: September 19, 2024

Presenter: Kristen Cloud

Public Hearing: Yes _____ No X

Agenda Item Title: Presentation of 2025 Board of Commissioners Meeting Schedule

Background Information:

BOC Meetings

- Meetings are held the first and third Thursday each month. Work sessions begin at 4 p.m.; voting sessions immediately follow the work sessions; and executive sessions (as needed) follow the voting sessions.

Current Information:

Please see accompanying document: Dawson County Board of Commissioners Proposed Meeting Calendar 2025.

The proposed meeting calendar calls for one work session and one voting session in January (on January 16), as normal; as well as one work session and one voting session in June (on June 5), due to the Juneteenth holiday.

Please note that, as dictated by the county’s enabling legislation, this item also will need ratification via Consent Agenda at the BOC’s first meeting of 2025 on January 16. (Section 1-9. “The time, date, and place of the meetings shall be determined by the board in the first meeting of the year.”) However, board approval is requested first during the year prior for advanced advertising purposes, which is why the item comes before the board at this time.

Budget Information:

Applicable: _____ Not Applicable: X

Budgeted: Yes _____ No _____

Fund	Department	Account #	Budget	Balance	Requested	Remaining

*If this is a personnel-related request, has it been reviewed by Human Resources? N/A

*If this item is being requested to move to the same day’s voting session for BOC consideration, provide *detailed justification* for the request:

N/A

Recommendation/Motion: Approve 2025 BOC Meeting Schedule/Calendar

Department Head Authorization: Billy Thurmond
Finance Department Authorization: Vickie Neikirk
County Manager Authorization: J. Leverette

Date: 08/20/2024
Date: 8/26/24
Date: 8/27/24

Comments/Attachments:

Dawson County Board of Commissioners Proposed Meeting Calendar 2025

PUBLIC NOTICE

**Dawson County Board of Commissioners
Proposed Meeting Calendar 2025**

4 p.m. Work Session

Voting Session Will Immediately Follow Work Session

Executive Session (as needed) Will Immediately Follow Voting Session

01/16/25
02/06/25
02/20/25
03/06/25
03/20/25
04/03/25
04/17/25
05/01/25
05/15/25
06/05/25
07/03/25
07/17/25
08/07/25
08/21/25
09/04/25
09/18/25
10/02/25
10/16/25
11/06/25
11/20/25
12/04/25
12/18/25

Note: Work Session Agenda Items Generally Move Forward To The Following Meeting's Voting Session For BOC Consideration

Meetings are held in the Dawson County Government Center Assembly Room (second floor), located at 25 Justice Way, Dawsonville, Georgia 30534.

The public is invited to attend.

DAWSON COUNTY BOARD OF COMMISSIONERS
APPLICATION FOR APPOINTMENT TO COUNTY
BOARDS AND AUTHORITIES



The Dawson County Board of Commissioners accepts applications for appointments. Interested parties should submit this form and supporting documentation to the County Clerk.

Board or Authority Applied for: Development Board _____

Name: Warren King _____

Home Address: 1038 Chestatee Point _____

City, State, Zip: Dawsonville, GA 30534 _____

Mailing Address (if different) _____

City, State, Zip _____

Telephone Number: _____ **Alternate Number** _____

Fax Telephone Number: NA _____

E-Mail Address: _____

Additional information you would like to provide:

_____ My biography has been summarized and if you need more detail, I can expand it.

Signature Warren King _____ **Date** Aug 30, 2024

Please note: Submission of this application does not guarantee an appointment.

Return to: Dawson County Board of Commissioners
Attn: County Clerk
25 Justice Way, Suite 2313
Dawsonville, GA 30534
(706) 344-3501 FAX: (706) 344-3504
kcloud@dawsoncountyga.gov

Brief Biography 2024

Warren J. King

1038 Chestatee Point

Dawsonville, Georgia 30534

Current Personal Objective: Make a significant contribution to our community by providing insight, leadership, creativity, and advice in general business management, international business, product management and marketing.

Education:

- Mechanical Engineering Degree from the University of Wisconsin in Madison, Wisconsin (1968).
- MBA from the Kellogg School at Northwestern University in Evanston, Illinois (1971).
- Certificates from the Wharton School on Strategic Management and Connected Strategies (2022).

Current Activities

- Lecturer in Strategic Management and International Business at the University of North Georgia
- President and CEO of Next Level Advisors.
- President of the Bowen Center for the Arts and Board Member of the Good Shepherd Clinic.

Past leadership positions in local and state organizations.

- 2006 President of Dawson County's RIC-Rack Thrift Store and Food Bank.
- 2007 President of the Rotary Club of Dawson County.
- 2008 Board Member of the Georgia Council for the Arts.

Significant Business Experience

- President and CEO, Arco Polypropylene LLC 2000-2004**
- Deputy Managing Director, Singapore Aromatics Company 1997-2000**
- Vice President, Global Business Management for Olefins and Aromatics, Amoco Chemicals 1994-1997**
- Executive Vice President, Amoco Foam Products Company 1993-1994**

Family: Wife, Nancy, three grown children and five grandchildren

From: Jane Graves
Sent: Thursday, August 29, 2024 1:47 PM
To: Billy Thurmond; Seth Stowers; Chris Gaines; Alexa Bruce; Emory Dooley
Cc: Kristen Cloud
Subject: Prospective new LRPC member

Follow Up Flag: Follow up
Flag Status: Flagged

Commissioners,
Victoria Goodyear has expressed her interest to join the Long-Range Planning Committee after attending and participating in our last three meetings. I attach her details below for your consideration.

TIA
Jane G
LRPC Chair

Victoria Goodyear

Dawson County resident since 2018, and 5th generation Georgian.

I graduated from Georgia Southwestern University in 2013 with a dual degree and continued working there as a back office and surgery manager. I specialized in ophthalmology in a very busy medical practice for several years before staying home with my children for the past 11 years. I am heavily involved In Dawson County's largest homeschool community and currently homeschooling my senior, my fifth grader and my kindergartener.

Over the years both my husband and I continue to regularly coach and assist a variety of youth sports with Dawson County's Parks and Recreation (including girls' basketball, flag football, soccer, softball and swim team). We love the action and competition with friends and family on the pickleball courts too.

The combination of homeschooling along with youth and adult sporting activities means that the quality, availability, accessibility and sustainability of the numerous county facilities we use is of paramount importance to our family and others like us.

My family and I are also passionate about traveling, both to local Dawson County gems (like Edge of the World, Amicalola and Bearden Falls, Burt's Farm and the Etowah River) as well as adventuring further afield with our visits to

The Rocky Mountains for skiing, or Hawaii to surf. It is important to me to not only invest time in this community but to also incorporate ideas from elsewhere that might help to preserve our home-grown natural environment for those who live here, those who visit and for the future.

I am very active in my church community (Harvest Baptist) supporting several groups and organizations through them, including their mission programs and projects that focus on the needs of the elderly and those with special needs.

I wish to express my sincere interest in the opportunity to work as a member of the Long-Range Planning Committee serving Dawson County, and to contribute to our community's wise growth and development.



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST FORM

Department: Public Works

Work Session: September 5, 2024

Prepared By: Robert W. Drewry

Voting Session: September 19, 2024

Presenter: Robert W. Drewry

Public Hearing: Yes No

Agenda Item Title: Presentation of Resolution to determine that the cross-hatched parcel on Black's Mill Valley Road in the attached plat no longer serves a substantial public purpose and to initiate abandonment procedures in accordance with state law.

Background Information:

At the regular meeting on April 7, 1986, the Board of Commissioners accepted Black's Mill Valley road as a county road and shown on survey dated February 21, 1986, by surveyor David W. Bealle. See attached plat. Highlighted on the plat is the dedicated right-of-way and included in the right-of-way and cross-hatched on the plat is an appendage to the right-of-way of approximately 0.4 acres.

The County Attorney has been consulted and agrees that Black's Mill Valley road is county owned, including the cross-hatched appendage.

Current Information :

Parcel 2 on the attached plat is the abutting property and is owned by Land Planning & Development, LLC (Deed Book 1457 Page 171). The owner, represented by Joannah Shoushtarian, desires to obtain the appendage parcel of approximately 0.4 acres from the County and leave the right-of-way intact.

In order to do so, the County must determine the parcel to be surplus and could consider disposing of it to the abutting property owner in accordance with state law. The owner is willing to have a survey of the appendage parcel prepared and appraised to determine fair market value.

Assuming the Board is in favor of the recommendation, the County Attorney will prepare an agreement with the abutting property owner wherein the owner will agree to cover the cost of the survey and appraisal to pay for the value of the property in exchange for the conveyance.

Budget Information:

Applicable: Not Applicable:

Budgeted: Yes No

Fund	Department	Account #	Budget	Balance	Requested	Remaining
n/a			98			

*If this is a personnel-related request, has it been reviewed by Human Resources? _____

*If this item is being requested to move to the same day's voting session for BOC consideration, provide *detailed justification* for the request:

Recommendation/Motion: Board approve a Resolution to determine that the cross-hatched parcel on Black's Mill Valley Road in the attached plat no longer serves a substantial public purpose and to initiate abandonment procedures in accordance with state law.

Department Head Authorization: RWD

Date: August 27, 2024

Finance Department Authorization: Vickie Neikirk

Date: 8/27/24

County Manager Authorization: J. Leverette

Date: 8/28/24

Comments/Attachments: _____

NAME & ADDRESS OF OWNER

THIS PROPERTY IS NOT LOCATED IN AN AREA HAVING SPECIAL FLOOD HAZARDS.

Pursuant to the Subdivision Regulations for Dawson County, Georgia, all requirements of approval having been fulfilled, this Final Plat was given Final Approval by the Dawson County Municipal Planning Commission on 19...

REAL PROPERTY FINANCIAL SERVICE INC. 165 W. WIEUCA RD. N.W. SUITE 215 ATLANTA, GA

Owner's Certification: State of Georgia, County of Dawson

"The owner of the land shown on this plat and whose name is subscribed hereto, in person or through a duly authorized agent, certifies that this plat was made from an actual survey."

Date: Chairman, Dawson County Municipal Planning Commission

"It is hereby certified that this plat is true and correct and was prepared from an actual survey of the property by me or under my supervision; that all monuments shown thereon actually exist or are marked as 'future', and their location, size, type, and material are correctly shown and that all engineering requirements of the Subdivision Regulations of Dawson County, Georgia, have been fully complied with."

Agent: Terry Phillips, Vice President, Real Property Financial Services, Inc. Date: 3-27-86

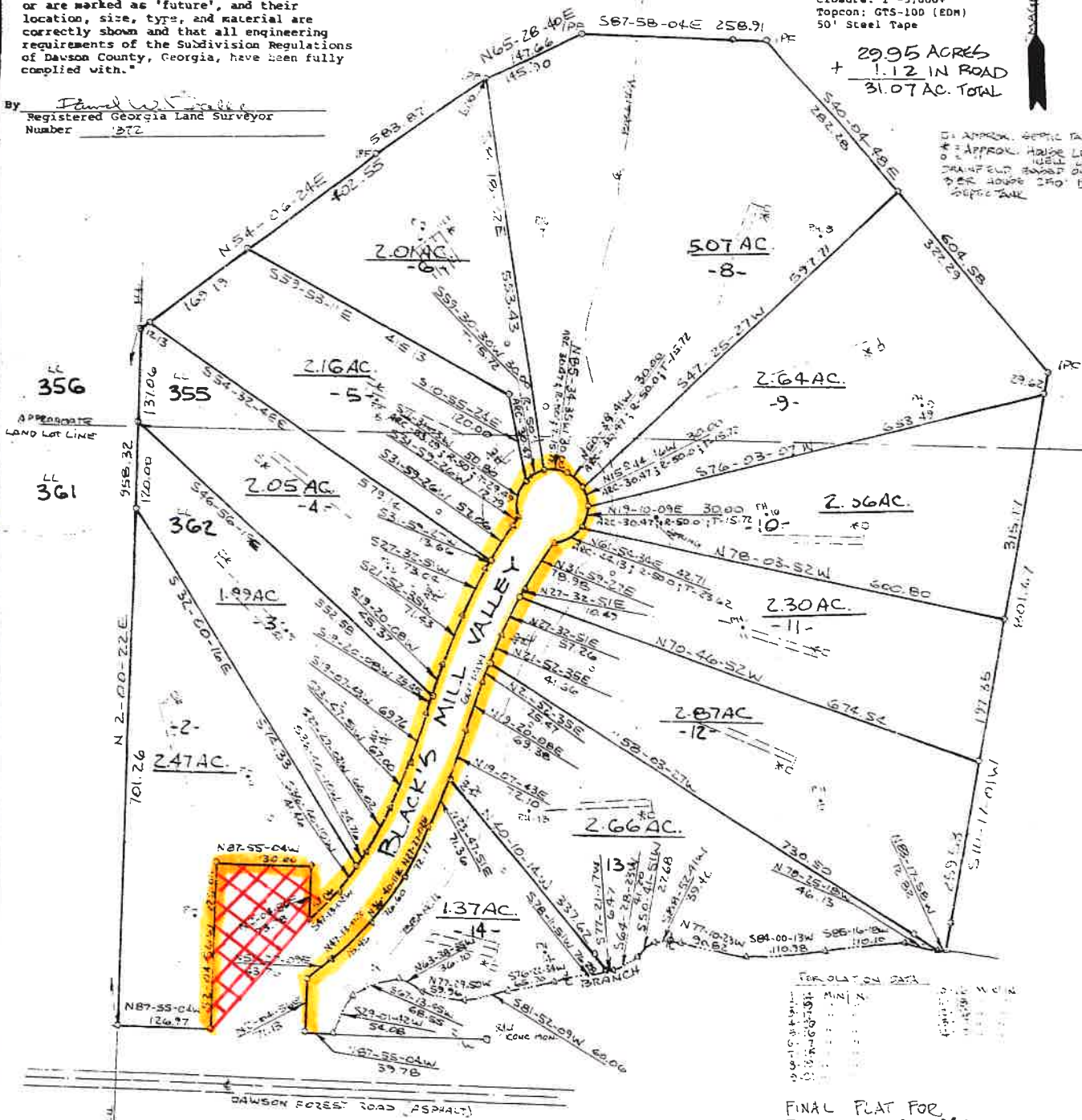
IPS: Iron Pin Set, IFF: Iron Pin Found, CL: Center Line, PL: Property Line, R/W: Right of Way, Closure: 1"-5,000', Topcon: GTS-100 (EDM), 50' Steel Tape

29.95 ACRES + 1.12 IN ROAD = 31.07 AC. TOTAL



By: Daniel W. Bealle, Registered Georgia Land Surveyor, Number: 272

APPROX. SEPTIC TANK LOC. APPROX. HOUSE LOCATION. DRAFTED BASED ON PER HOUSE INFO. E. S. COOPERAL. SEPTIC TANK



FINAL PLAT FOR BLACK'S MILL CREEK PHASE VI LAND LOTS 355 & 362 SOUTH HALF 13:14 DISTRICT ~ 1ST SECTION DAWSON COUNTY, GEORGIA

GEORGIA, DAWSON COUNTY CLERK'S OFFICE, SUPERIOR COURT FILED FOR RECORD 9:25 A.M. APRIL 8, 1986

SCALE: 1" = 20' DATE: FEB 20 1986



IN MY OPINION THIS PLAT IS A CORRECT REPRESENTATION OF THE LAND PLATTED AND IS NOT PREPARED IN CONVICTION OF ANY FEDERAL AND STATE LAWS.

**A RESOLUTION BY THE BOARD OF COMMISSIONERS OF
DAWSON COUNTY, GEORGIA, TO DETERMINE THAT CERTAIN COUNTY
RIGHT-OF-WAY NO LONGER SERVES A SUBSTANTIAL
PUBLIC PURPOSE; TO INITIATE ABANDONMENT PROCEDURES;
AND FOR OTHER PURPOSES**

WHEREAS, pursuant to the Official Code of Georgia Annotated (“O.C.G.A.”) § 32-7-1, the County is authorized to abandon any public road under its jurisdiction when such abandonment is deemed to be in the public interest;

WHEREAS, O.C.G.A. § 32-7-2(b)(1) authorizes a County to abandon a section of the County road system which has for any reason ceased to be used by the public to the extent that no substantial public purpose is served by it or removal of the road is otherwise in the best public interest;

WHEREAS, O.C.G.A. § 32-7-2(b)(1) further provides that upon the determination by a County, by certification recorded in its minutes, accompanied by a plat or sketch, that any of its right-of-way has, for any reason, ceased to be used by the public to the extent that no substantial public purpose is served by it or that its removal from the County’s road system is otherwise in the best public interest, the County, and after notice to property owners located thereon, and after notice of such determination is published in the County’s legal organ once a week for a period of two weeks, and after a public hearing on the issue, may declare that section of the County’s road system abandoned;

WHEREAS, **Black’s Mill Valley Road** is public road as shown on that certain Final Plat for Black’s Mill Creek (Phase VI), recorded in the Dawson County Superior Court Clerk Property Records at Plat Book 17, Page 1;

WHEREAS, **Black’s Mill Valley Road** was dedicated to and accepted by the County as reflected in the Minutes of the Monthly Meeting of Dawson County Board of Commissioners Held April 7, 1986 at 8:00 P.M., and corresponding quit claim deed dated April 7, 1986, and recorded on April 8, 1986, in the Dawson County Superior Court Clerk Property Records at Deed Book 88, Page 58; and

WHEREAS, a portion of **Black’s Mill Valley Road** as highlighted on the plat or sketch attached hereto marked “Exhibit A” has not been used by the County as public roadway area and should be deemed surplus right-of-way area which no longer serves a substantial public purpose; and

WHEREAS, in accordance with O.C.G.A. § 32-7-2(b)(1), as cited above, before the County may declare such portions of the right-of-way abandoned, the processes required thereunder must first be initiated.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, and it is hereby resolved by the authority of the same, as follows:

1. That portion of **Black's Mill Valley Road** as shown highlighted on the plat or sketch attached hereto marked as Exhibit "A," has ceased to be used by the public to the extent that no substantial public purpose is served by said right-of-way area, and the removal of said right-of-way area is in the best public interest.
2. The proceedings regarding the abandonment of said portion of **Black's Mill Valley Road** herein described shall be initiated.
3. The County Manager, or designee, shall provide notice of the County's determination in paragraph 1 above to the abutting property owner,

Land Planning & Development, LLC (TPN 097 106 001),

and shall cause notice of such determination to be published in the County's legal organ once a week for a period of two weeks prior to a public hearing on the proposed abandonment of that portion of **Black's Mill Valley Road** herein described.

4. The County Manager, or designee, shall schedule a public hearing for this Board to consider the abandonment of that portion of **Black's Mill Valley Road** herein described to be held after the above requirements have been met.

DAWSON COUNTY BOARD OF COMMISSIONERS

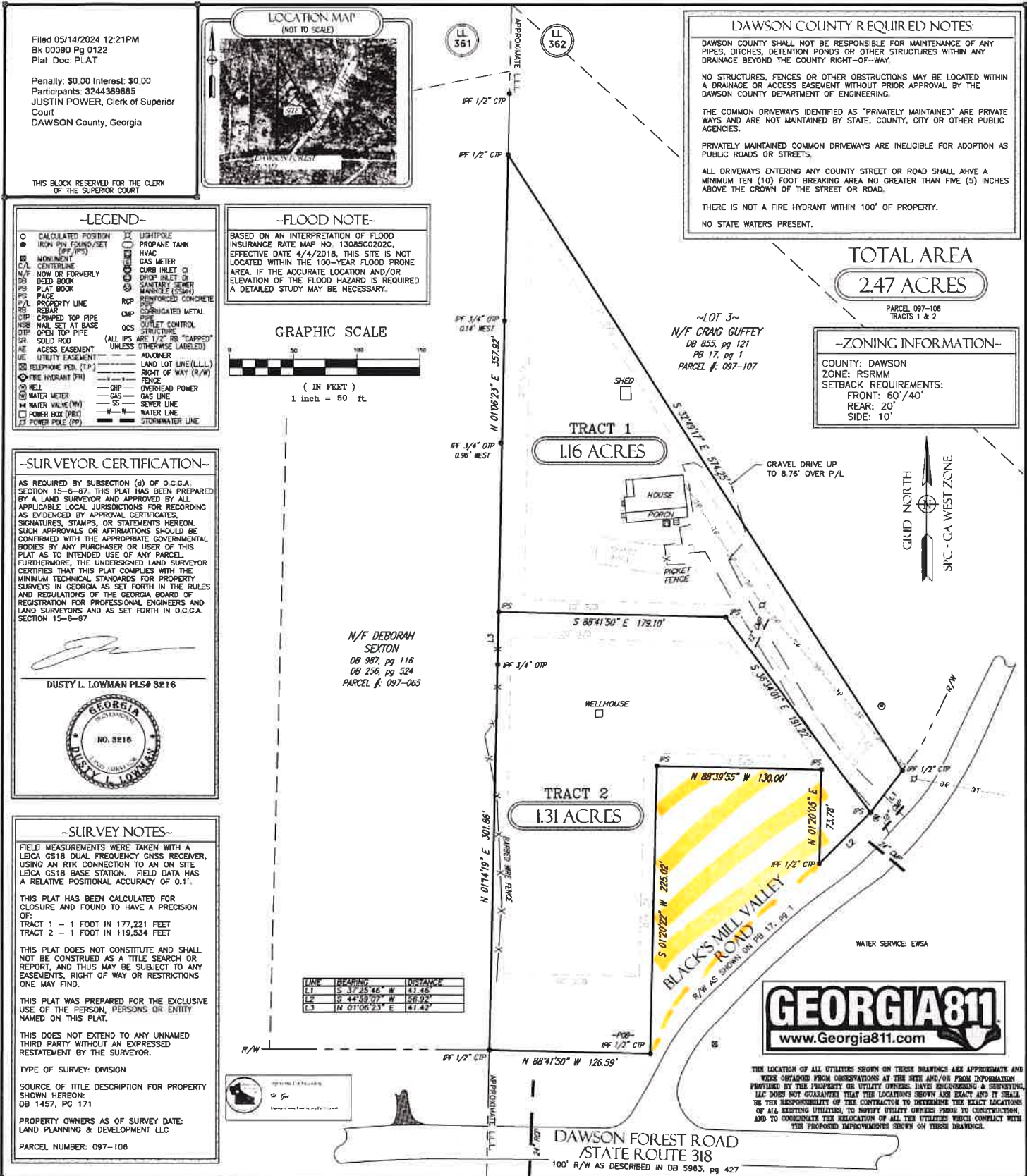
By: _____
Billy Thurmond, Chairman

Attest:

[COUNTY SEAL]

Kristen Cloud, County Clerk

EXHIBIT A



SHEET NO.
1 OF 1

PROJECT NO.
24-107

DRAWN BY: CAW
FIELD CREW: CC/DK
PLAT DATE: 4/23/2024
FIELD DATE: 3/21/2024
FILE: 24-107 BDA.dwg

SURVEY FOR:
JOANNAH SHOUSHARIAN
 LOT 2, BLACK'S MILL CREEK SUBDIVISION, PHASE VI, PB 17, PG 1
 LAND LOT 362
 SOUTH HALF OF 13th DISTRICT, 1st SECTION
 DAWSON COUNTY, GEORGIA

PREPARED BY:
DES DAVIS
 ENGINEERING & SURVEYING
 24 DAWSON VILLAGE WAY SOUTH
 DAWSONVILLE, GA 30534
 PHONE: (706) 265-1234
 DAVISENGINEERS.COM

CERTIFICATE OF AUTHORIZATION NUMBER: LSF 001057



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Senior Services-Transit

Work Session: 9-5-24

Prepared By: Dawn Johnson

Voting Session: 9-19-24

Presenter: Lee Adkins for Dawn Johnson

Public Hearing: Yes _____ No X

Agenda Item Title: Request for FY 2026 GDOT/FTA Section 5311 Transit Contract Approval

Background Information:

Continuous grant with FTA and GDOT for providing public transportation for Dawson County citizens.

Current Information:

Grant will continue to pay 50% match with federal and state funding for administrative and operating budget. Total budget is \$212,931 for administrative and operating budget for Dawson County at 50% match. A partial amount of this budget could be paid with Transit operating funds that are not known at this time.

Budget Information: Applicable: Not Applicable: Budgeted: Yes X No _____

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
250	5540 & 5541	331150-026	\$212,931		\$212,931	

Recommendation/Motion: Approve FY 2026 GDOT/FTA Section 5311 Transit Contract at the September 19, 2024, BOC meeting.

Department Head Authorization: Dawn Johnson

Date: 8-26-24

Finance Dept. Authorization: Vickie Neikirk

Date: 8/26/24

County Manager Authorization: J. Leverette

Date: 8/27/24

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

104



FEDERAL TRANSIT ADMINISTRATION
FY 2026 GRANT APPLICATION
SECTION 5311 PROGRAM
FORMULA FUNDS FOR RURAL TRANSIT

APPLICATION DUE
SEPTEMBER 30, 2024

This is a fillable form. Please use Adobe Acrobat Reader to complete this application. You may use the tab button to navigate between fillable form fields. Only the Transmittal Letter and Authorizing Resolution should be printed and returned as a scanned application attachment. All other application components should be completed and returned electronically.

APPLICANT

DAWSON COUNTY TRANSIT

Transit Agency Name

DAWN JOHNSON, DIRECTOR & LEE ADKINS, TRANSIT COORDINATOR

Authorized Representative
(Name & Title)

Date Submitted

GDOT

GDOT District Project Manager Signature

Date Received

FY 2026 Section 5311 Grant Application Checklist

To be completed by APPLICANT:

Name/Description of Item	Completed (Yes/No)
Part A: Contract Authorization Tracking System (CATS) Profile Form	Yes <input type="checkbox"/>
Part B: Transmittal Letter	Yes <input type="checkbox"/>
Part C: Authorizing Resolution	Yes <input type="checkbox"/>
Part D: FTA-Funded Assets/State of Good Repair	Yes <input type="checkbox"/>
Part E: Agency Inventory	Yes <input type="checkbox"/>
Part F: Sources of Local Matching Funds and Three-Year Budget Trends	Yes <input type="checkbox"/>
Part G: Fully Allocated Cost Worksheet	Yes <input type="checkbox"/>
Part H: Third Party Operators	Yes <input type="checkbox"/>
Part I: Public Notice & Private Enterprise Coordination	Yes <input type="checkbox"/>
Part J: FTA Title VI Data Collection, Reporting, and Economic Impacts	Yes <input type="checkbox"/>
Part K: Certification of No Intent to Charter Service	Yes <input type="checkbox"/>
Part L: Drug-Free Workplace and Drug Alcohol Program	Yes <input type="checkbox"/>
Part M: Drug-Free Workplace Act Certification for Public and Private Entities	Yes <input type="checkbox"/>
Part N: Certification of Equivalent Access for Persons with Disabilities	Yes <input type="checkbox"/>
Part O: FTA Civil Rights Assurance	Yes <input type="checkbox"/>
Part P: Debarment and Suspension	Yes <input type="checkbox"/>
Part Q: Disadvantaged Business Enterprise (DBE) Semi-Annual Reporting	Yes <input type="checkbox"/>
Part R: Lobbying Restrictions	Yes <input type="checkbox"/>
Part S: FTA Certifications and Assurances	Yes <input type="checkbox"/>
Part T: Americans with Disabilities Act Checklist	Yes <input type="checkbox"/>
Part U: Financial Certifications	Yes <input type="checkbox"/>
Part V: Equal Employment Opportunity Questionnaire	Yes <input type="checkbox"/>
Part W: TAMP Accountable Executive Form	Yes <input type="checkbox"/>
Part X: Grant Expenditures Form	Yes <input type="checkbox"/>
Part Y: NTD Reporting Accountable Executive Certification	Yes <input type="checkbox"/>
Part Z: Annual NTD Reporting Certification	Yes <input type="checkbox"/>

To be completed by GDOT Staff:

Reviewed By	Date
GDOT Project Manager	Date
Transit Program Manager	Date
Assistant Division Director - Intermodal Division	Date

Introduction

The Federal Transit Administration (FTA) provides federal funding to support the capital and operating assistance activities for rural transit systems. Georgia Department of Transportation (GDOT) is the designated recipient of these federal funds and is responsible for the program oversight and administration of the program in compliance with all applicable federal regulations.

Each year, GDOT announces the opportunity for eligible applicants to apply for Section 5311 funds for rural transit. Each application is reviewed and evaluated by GDOT using the established criteria described below.

In the distribution of funds for the Section 5311 Program, GDOT takes into account the non-urbanized population of each county. The Section 5311 formula for allocation proportions project funds based on non-urbanized population and land area relative to the total for the state. All projects that meet the service guidelines, complete the application requirements, and have the local match are funded to the level justified by their actual capital and operating expenses.

Operating Assistance

Each subrecipient is reviewed based on the following metrics:

- Cost per hour
- Cost per trip
- Cost per vehicle
- Farebox revenue per trip

Capital Assistance

Capital requests are evaluated according to GDOT's approved Transit Asset Management (TAM) Plan, incorporating the Useful Life Benchmark (ULB) for each specific type of equipment requested. All approved funding amounts under this program are dependent on the availability of FTA funds.

Proposed new systems will be evaluated based on their:

- Proposed system start-up plan
- Level of city/county/regional commission support
- Transit asset management/vehicle maintenance program
- Track record of operating similar services

All grant applicants should complete the Section 5311 application as outlined in the enclosed instructions. Ensure all required items on the Grant Application Checklist are completed and submitted with the application. Please note, the placement and publication of a public notice (Part I) must have a 15-day comment period that concludes PRIOR to September 30, 2024. The Applicant Organization Board must also adopt and certify the Authorizing Resolution (Part C) prior to the deadline.

Please contact your local GDOT District Project Managers (see Appendix A) with any questions or requests for assistance.

Reporting Requirements

Data that GDOT subrecipients collect, monitor, and report is used to assess the performance of their transit services and document compliance with federal and state requirements. This information must be tabulated for monthly, semi-annual, and annual reports. Transit managers are primarily responsible for monitoring and reporting system performance on an ongoing basis.

GDOT's FTA subrecipients are contractually required to provide the following reports:

Monthly Reports

- Monthly Vehicle Usage and Ridership Reports - due the 15th of each month.
- Monthly Reimbursement Requests (Please include supporting documentation) - due 30 days after the end of each month

Semi-Annual Reports

- DBE Semi Annual Reports - due May 1st and November 1st
- Semi Annual Preventative Maintenance Interval Checklists - due January 25th and July 25th

Annual Reports

- Drug and Alcohol Management Information System (DAMIS) reports - due March 1st

The table below provides a baseline schedule of activities and important reporting deadlines for FY 2026. Other activities may be added during the fiscal year.

Table 1: Section 5311 Schedule of Activities for FY 2026

July	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - June - Monthly Operating Reimbursements Due - June - Provide updated insurance information to GDOT 	<ul style="list-style-type: none"> - Semi-annual PM Checklist due - July 25th - Monitor capital contract purchases
August	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - July - Monthly Operating Reimbursements Due - July 	<ul style="list-style-type: none"> - Monitor Capital Contract Purchases
September	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - August - Monthly Operating Reimbursements Due - August - Monitor Capital Contract Purchases 	<ul style="list-style-type: none"> - FY 2024 final operating reimbursements due September 30 - FY 2026 Application and operating and capital budgets due September 30
October	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - September - Monthly Operating Reimbursements Due - September 	<ul style="list-style-type: none"> - Semi-Annual Substance Abuse Awareness Training - Macon
November	<ul style="list-style-type: none"> - DBE report due - November 1 - Monthly Vehicle Reports Due - October - Monthly Operating Reimbursements Due - October 	<ul style="list-style-type: none"> - Monitor Capital Contract Purchases
December	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - November - Monthly Operating Reimbursements Due - November - Monitor Capital Contract Purchases 	
January	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - December - Monthly Operating Reimbursements Due - December 	<ul style="list-style-type: none"> - Monitor Capital Contract Purchases - Semi-annual PM Checklist due - January 25
February	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - January - Monthly Operating Reimbursements Due - January 	<ul style="list-style-type: none"> - Monitor Capital Contract Purchases - Receive D&A Updates from GDOT for DAMIS reporting
March	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - February - Monthly Operating Reimbursements Due - February - Monitor Capital Contract Purchases 	<ul style="list-style-type: none"> - Drug and Alcohol Monitoring - Conduct Annual Vehicle Inspections
April	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - March - Monthly Operating Reimbursements Due - March - Monitor Capital Contract Purchases 	<ul style="list-style-type: none"> - Drug and Alcohol Monitoring - Conduct Annual Vehicle Inspections
May	<ul style="list-style-type: none"> - DBE report due - May 1 - Semi-Annual Substance Abuse Awareness Training - Macon - Monthly Vehicle Reports Due - April - Monthly Operating Reimbursements Due - April 	<ul style="list-style-type: none"> - Monitor Capital Contract Purchases - Drug and Alcohol Training and Monitoring - Conduct Annual Vehicle Inspections
June	<ul style="list-style-type: none"> - Monthly Vehicle Reports Due - May - Monthly Operating Reimbursements Due - May - Monitor Capital Contract Purchases 	<ul style="list-style-type: none"> - Drug and Alcohol Monitoring - Conduct Annual Vehicle Inspections - Vehicle Insurance Updates

Submission Guidelines

Please use the following guidance in submitting completed Section 5311 grant applications to GDOT.

- Applications should be submitted with the transmittal letter on Applicant Organization letterhead. Authorizing resolutions must be notarized. Both documents should be submitted as scanned attachments with the rest of the application package submitted electronically.
- All other required application materials included in this application packet shall be completed, saved, and returned in digital form.
- Applicants are asked to not change the format of any of the required items in the grant application.

Please Note:

Incomplete and incorrect applications will be returned to the transit agency for corrections. Late submissions will be documented as such; information provided herein will be used as part of the application evaluation upon which final budgets are based and awarded by GDOT.

If submitting projects in BlackCat, please adhere to the following:

- The project descriptions must be detailed with quantities and useful life for all capital items over \$5,000.00.
- Mentioning name brands in the grant application for any project descriptions is prohibited under FTA procurement guidance.
- Quantities and useful life benchmarks need to be consistent and thorough and included in the project description in the BlackCat application.
- Ensure the correct Activity Line Item (ALI) is selected for the project requested (is it a lease, a purchase, a maintenance agreement, or a rental agreement?). For example, a radio rental maintenance agreement seems more of an operating expense than a capital expense. Any tire contract/agreement is an operating expense and not a capital expense.
- Ensure all projects are to the whole dollar (evenly split preferred) with NO PENNIES and CENTS.

Applications will be rejected if these project guidelines are not followed.

SUBRECIPIENT ORGANIZATION INFORMATION

Organization Official Name (as it appears in W9 Tax form)	Physical Address	Mailing Address (if different)
COMMISSIONER OF ROADS AND REVENUE OF DAWSON COUNTY	25 JUSTICE WAY SUITE 2313 DAWSONVILLE, GA 30534	25 JUSTICE WAY SUITE 2313 DAWSONVILLE, GA 30534

Charging Indirect Costs:	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO
Approved ICR Plan:	<input checked="" type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO
De minimis Cost Rate:	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO

Agency EIN (Tax ID):	58-6011882		
SAM Identification:	EKXYK3GDEH95	SAM ID EXP. Date (mm/dd/yyyy):	04/09/2025
DUNS Number:	039486055		
eVerify Number:	121844	eVerify Date (mm/dd/yyyy):	05/21/2008

SUBRECIPIENT CONTRACT PERSONNEL in ORDER of APPROVAL
(EXCLUDE THIRD PARTY OPERATORS)

Contract Reviewer (if applicable)	Name:	DAWN JOHNSON
	Title:	TRANSIT DIRECTOR
	Phone:	706-344-3700
	Email:	djohnson@dawsoncountyga.gov

Attorney (if applicable)	Name:	ANGELA E. DAVIS, Esq.
	Title:	PARTNER AT JARRARD & DAVIS, LLP
	Phone:	678-455-7150
	Email:	adavis@jarrard-davis.com

Executor #1 (must have the organization's seal affixed or write the word seal next to signature when signing contract)	Name:	BILLY THURMOND
	Title:	BOC CHAIRMAN
	Phone:	706-344-3500
	Email:	chairman@dawsoncountyga.gov

Executor #2 (if applicable) "must have the organization's seal affixed or write the word seal next to the signature when signing contract"	Name:	
	Title:	
	Phone:	
	Email:	

Attestor / Witness	Name:	KRISTEN CLOUD
	Title:	COUNTY CLERK
	Phone:	706-344-3500
	Email:	kcloud@dawsoncountyga.gov

Notary (must be separate from attestor and have a valid Notary Seal)	Name:	NATALIE JOHNSON
	Title:	ACCOUNTING AND BUDGET MANAGER
	Phone:	706-344-3500
	Email:	njohnson@dawsoncountyga.gov

1. Does the Applicant Organization employ 100 or more employees?

Yes

No

2. Do you use one or more Third Party Operators (TPO) that have 100 or more employees? If yes, please state the name of the company (ies), the TPO manager in responsible charge of your service, and their number of employees.

Yes

No

Company Name: _____

TPO Manager: _____

Number of Employees: _____

3. Does your organization currently operate public transportation services using FTA Section 5311 funding?

Yes

No

4. FY 2025 Section 5311 application requests include: (check all that apply)

Operating

Capital - Vehicles

Capital - Small Equipment

Mobility Management

Part B: Transmittal Letter

The following page includes a sample transmittal letter with fillable fields. Once all fields are complete, Applicants must electronically submit the transmittal letter on the Applicant Organization's letterhead and include the signature of the Authorized Official with the complete application package.

Please note that the Transmittal Letter and/or Authorized Official MAY NOT be submitted to GDOT from a Third-Party Operator (TPO) on the TPO's letterhead.

9/30/24

Date

Patricia Smith, Ph.D.
Transit Program Manager
Division of Intermodal
Georgia Department of Transportation
600 W. Peachtree Street
Atlanta, Georgia 30308

Ms. Smith, Ph.D.:

The Commissioner of Roads and Revenue of Dawson County is applying for an FTA Section 5311 grant to aid in the operation of the Dawson County Transit for FY 2026 in the amount of \$ 212,931.00 as detailed in the table below. The financial assistance requested for this project has been reviewed and approved by the local transportation planning process and is identified in the State Transportation Improvement Program (STIP).

	Federal Share	State Share	Local Share	Total
Operating Assistance	\$ 212,931.00		\$ 212,931.00	\$ 425,862.00
Large Capital				\$ 0.00
Small Capital				\$ 0.00
Mobility Management				\$ 0.00
Total	\$ 212,931.00	\$ 0.00	\$ 212,931.00	\$ 425,862.00

Local operating assistance will be provided by The Commissioner of Roads and Revenue of Dawson County.

Local share of Large Capital Purchases will be provided by The Commissioner of Roads and Revenue of Dawson County.

Local share of Small Capital Purchases will be provided by The Commissioner of Roads and Revenue of Dawson County.

Local share of Mobility Management will be provided by The Commissioner of Roads and Revenue of Dawson County.

The Applicant certifies sufficient financial capacity exists to carry out the proposed projects listed above for a minimum of 90 days in the event of delays in the receipt of federal funds or execution of a contract. The applicant certifies the local match is from an eligible source of funds.

The applicant certifies all of the information contained in this funding application is correct and the applicant has the legal, financial, technical, and managerial capacity to carry out the proposed project and maintain the

project property. If you have questions about this request for funding, please contact
Dawn Johnson at 706-344-3700 or 706-344-3603

Signature

Billy Thurmond

Name of Authorized Official

Chairman

Title of Authorized Official

Part C: Authorizing Resolution

The following two pages include an authorizing resolution that must be enacted by the governing body of the Applicant Organization and signed by the Chair of the County Commission, Mayor, or the head of the governing body as appropriate. Please complete the fillable fields on the resolution, then print and sign the designated fields. The authorizing resolution must be properly witnessed and notarized, including the date the notary's commission expires. The resolution should also be stamped with the notary seal as well as the seal of the county commission, city, or appropriate applicant jurisdiction. The certificate of the attesting officer must also be completed. A scanned copy of the completed, signed, and notarized Authorizing Resolution should be submitted as an attachment with the full application package.

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE DEPARTMENT OF TRANSPORTATION, UNITED STATES OF AMERICA, AND GEORGIA DEPARTMENT OF TRANSPORTATION, FOR A GRANT UNDER TITLE 49 U.S.C., SECTION 5311.

WHEREAS, the Federal Transit Administration and the Georgia Department of Transportation are authorized to make grants to non-urbanized (rural) areas for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon Applicant, including the provision of the local share of project costs; and

WHEREAS, it is required by the United States Department of Transportation and the Georgia Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the United States Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that Minority Business Enterprise (Disadvantaged Business Enterprise and Women's Business Enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services.

NOW THEREFORE, BE IT RESOLVED BY The Commissioner of Roads and Revenue of Dawson County hereinafter referred to as the "Applicant",

1. That the Designated Official Billy Thurmond, hereinafter referred to as the "Official, is authorized to execute and file an application on behalf of Dawson County Transit with the Georgia Department of Transportation, to aid in the purchase of bus transit vehicles and/or the planning, development, and construction of bus transit-related facilities pursuant to Section 5311 of the Federal Transit Act.
2. That the Official is authorized to execute and file such application and assurances, or any other document required by the U.S. Department of Transportation and the Georgia Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
3. That the Official is authorized to execute and file all other standard assurances, or any other document required by the Georgia Department of Transportation or the U.S. Department of Transportation in connection with the application for public transportation assistance.
4. That the Official is authorized to execute grant contract agreements on behalf of the Applicant with the Georgia Department of Transportation.
5. That the Official is authorized to set forth and execute Minority Business Enterprise, DBE (Disadvantaged Business Enterprise) and WBE (Women Business Enterprise) policies and procedures in connection with the project's procurement needs as applicable.

- 6. That the applicant while making application to or receiving grants from the Federal Transit Administration will comply with FTA Circular 9040.1G, FTA Certifications and Assurances for Federal Assistance 2024 as listed in this grant application and General Operating Guidelines as illustrated in the Georgia State Management Plan.
- 7. That the applicant has or will have available in the General Fund the required non-federal funds to meet local share requirements for this grant application.

APPROVED AND ADOPTED this _____ day of _____, 2024.

Signature of Authorized Official

Billy Thurmond Chairman

Name and Title of Authorized Official

Signed, sealed, and delivered this _____ day of _____, 2024 in the presence of

Witness

Notary Public/Notary Seal

CERTIFICATE

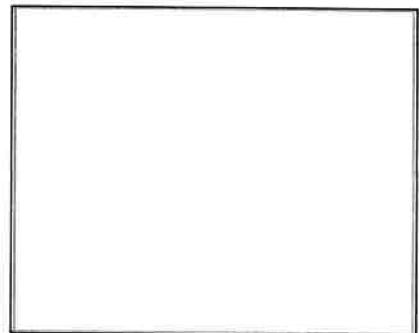
The undersigned duly qualified and acting _____ of

The Commissioner of Roads and Revenue of _____ (Title of Certifying/Attesting Official) (Applicant's Legal Name) certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on

_____, 2024.

Name of Certifying/Attesting Officer

Title of Certifying/Attesting Officer



Part D: FTA-Funded Assets/State of Good Repair

FTA requires that organizations receiving federal transit funds maintain a complete inventory of their transit (revenue-producing) vehicles and transit facilities. Please complete the agency's inventory using the Inventory form provided in Part E.

Table 2: Inventory of Transit Facilities

Facility Name	Facility Type	Physical Address	Condition (Excellent, Good, Fair, Poor)	Acquired under which FTA Grant Number?
None			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	
			Select	

Year	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030		
Population	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100		
GDP	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100
... (Other indicators)

Part F: Sources of Local Matching Funds and Three-Year Budget Trends

Please list ALL sources of local matching funds, including the amounts for each. The use of purchase of service (POS) contracts with the Georgia Department of Human Services (DHS) and other similar entities should also be shown, along with the source of the POS revenues.

For budgeting purposes, all non-eligible POS revenues must be deducted from the total transit operating expenses (as defined by FTA) as "program revenue" to arrive at the net Section 5311 transit operating expenses each month. The funding share of the net operating expenses is then calculated at 50% federal funds and 50% local funds.

Please note that other FTA funds, including Section 5310, 5316, and 5317 funds, are not eligible sources of local match funds. Local match funds must be traceable back to the source of origination (from a specific local governmental entity) and can be used only once as a local match source for a federal grant.

F-1: Purchase of Service Contracts

List all POS contracts in the table below. Include contracting agency/office, the contract start and end dates, contract amounts, cost per unit of service, and anticipated annual trips.

Table 3: List of POS Contracts

POS Contracting Agency/Office	Contract Start Date	Contract End Date	Total Contract Amount	Cost per Unit of Transit Service	Anticipated Annual Trips
DHS/ DEANNA SPECIALTY	7/1/25	6/30/26	\$ 65,000.00		11,000.00
Total of All POS Contracts			\$ 65,000.00		11,000.00

F-2: Sources of Local Matching Funding

Please list all sources of local matching funds in the table below.

Table 4: Sources of Local Matching Funds

Local Funding Source	Amount
Local Government General Revenues	\$ 212,931.00
Estimated NEMT Revenues (DCH Brokers)	\$ 0.00
POS Contracts (total from Table 3 above)	\$ 65,000.00
Other Local Fund Source (please specify, add rows for addition sources as needed)	\$ 12,000.00
Total Local Matching Funds	\$ 289,931.00

F-3: Three-Year Operating Budget Trend (FY 2024 – FY 2026)

Please complete Table 5 with federal and local operating funding from FY 2024 through FY 2026. **Only operating funds should be used to populate the table below.**

Actual FY 2024 funding levels should be extrapolated from your agency’s Final Reimbursement Form from July 2024. FY 2025 funding levels should be extrapolated from the budget submitted by your agency for FY 2025. Proposed FY 2026 funding levels should be extrapolated from the budget submitted with this application.

Table 5: Three-Year Operating Budget Trend

FY 2024 – Actual		FY 2025 – Current Year Budget		Proposed FY 2026	
Federal Funds	\$ 141,076.00	Federal Funds	\$ 171,000.00	Federal Funds	\$ 212,931.00
Local Funds (Total including general fund and POS revenues)	\$ 206,083.00	Local Funds (Total including general fund and POS revenues)	\$ 236,000.00	Local Funds (Total including general fund and POS revenues)	\$ 289,931.00
Total	\$ 347,159.00	Total	\$ 407,000.00	Total	\$ 502,862.00

Section 5311
Title VI Transit Cost Analysis

Instructions:

Please fill out the blue cells with your organization's data from FY 2024. All other cells will auto-populate.

FY 2026

Total Annual Trip Count	14,456.00
Annual Revenue Service Hours	6,764.00
Annual Miles in Revenue Service	92,902.00
Number of Revenue Vehicles	4.00
Farebox Revenue	\$ 10,134.00

Federally Allocated Funds

Spent Locally Allocated Funds Spent Total Funds Spent

	\$ 141,076.00	\$ 141,083.00	\$ 282,159.00
Cost per Hour	\$ 20.86	\$ 20.86	\$ 41.71
Cost per One-Way Passenger Trip (OWPT)	\$ 9.76	\$ 9.76	\$ 19.52
Cost per Mile	\$ 1.52	\$ 1.52	\$ 3.04
Cost per Vehicle			\$ 70,539.75
Farebox Revenue per Trip			\$ 0.70

Section 5311

Fully Allocated Cost Per One-Way Passenger Trip (OWPT) Worksheet

Instructions:

Please fill out the blue cells with your organization's proposed data from FY 2026. All other cells will auto-populate.

Formula:

Expense Total/Estimated System Total OWPTs for Application Period = Average Cost per OWPT

Comments as needed in this section:

Operating Expense Total (from Administrative & Operating Budget of Exhibit 2): \$ 425,862.00

Estimated System Total OWPTs for the Application Period: 15,000

Fully Allocated Operating Cost per OWPTs for the Application Period: 28.3908

Fully Allocated Operating Cost (FAOC) Information

Proposed POS Contracts Listed below for the Application Period:

Name of Agency	Estimated OWPTs	Projected Revenue	Average Cost Per Trip
DHS/DEANNA SPECIALTY	10,000	\$ 65,000.00	6.5
			0
GDOT 5311	5000	\$ 212,931.00	42.5862
4			0
5			0
Total	15000	277931	49.0862

POS Revenue Should Meet the Average FAOC: Meets

Part H: Third-Party Operators

Please check one (1) of the boxes below to indicate whether your agency employs a third-party operator (TPO). If your agency employs one or more TPOs, you must attach a copy of all TPO contracts to this application.

TPO contracts must include a maximum amount or "Not to exceed" amount for proposed transit operations in FY 2026.

1. Does this applicant Agency employ a Third-Party Operator?

- This Agency employs a TPO and a copy of the TPO contract(s) is attached.
- This Agency does not employ a TPO.

*****A copy of all TPO contracts must be attached to this application.*****

Part I: Public Notice & Private Enterprise Coordination

The Applicant Organization MUST publish the public notice, on the following page, one time in the local government's legal newspaper, and have a 15-day comment period that concludes PRIOR to September 30, 2024.

This is required to make private transportation service providers aware of the Applicant's grant application. The original legal ad and notarized publisher's affidavit from the newspaper must be included in your grant application.

The "Private Enterprise Coordination Certification" (see Part I-1) must be completed and included in the Applicant's completed grant application. Applicants must indicate if no response is received within the fifteen (15) days. If there is a response to the Public Notice, the Applicant must include the responses in Certification form.

The Applicant Organization MUST publish the following notice one time in the local government's legal newspaper and have a 15-day comment period that concludes PRIOR to September 30, 2024. This is required to make private transportation service providers aware of the Applicant's grant application. The original legal ad and notarized publisher's affidavit from the newspaper must be included in your grant application.

I-1: No Response to Public Notice Private Enterprise Coordination Certification

The Applicant Organization's County Commission Chair, Mayor, or Authorized Executive must complete the certification below, sign, and date this form. The Applicant must also attach a Notice and Affidavit from the newspaper or letter sent to private transportation providers. For paper application submissions, these attachments should be inserted after this page.

This form, the original legal ad appearing in the local newspaper, and a notarized publisher's affidavit from the newspaper must be included in this Section 5311 grant application.

Advertisement run in the 8/14/2024 edition of the Dawson County News.

Indicate whether Applicant received a response to the public notice within 15 days:

- No response received
 Response(s) received

If one or more responses were received, please complete the table below with a list of private transportation providers operating in the service area, including a contact person, address, and phone number.

Private Transportation Provider	Point of Contact	Phone Number	Address

Date of Notification(s) Requesting Public Hearing (if any): _____

Last day for private transportation providers to request the public hearing: 8/29/2024

The Applicant Organization, Commissioner of Roads and Revenue of Dawson County, will annually review existing service and any proposed service changes to determine the feasibility of private providers providing the public service. An annual review will be scheduled, and a review format will be developed to carry out this task. Private transportation service providers will be notified and their interest in the service provision will be assessed. Private transportation service providers will be invited to attend and be a part of the annual review process.

Signature

Billy Thurmond Chairman

Name and Title of Authorized Official

Date

AFFIDAVIT OF PUBLICATION

State of Georgia

County of Dawson

Personally appeared before the undersigned, Stephanie Woody, who having been duly sworn, on oath, says that she is the Group Publisher of THE TIMES, FORSYTH COUNTY NEWS, and DAWSON COUNTY NEWS, and that the Advertisement was Published in DAWSON COUNTY NEWS:

Ad# 137840

Local Government

Transit 5311

Published: DCN Dawson County News: 8/14/2024

Stephanie Woody

Stephanie Woody, Affiant

Verified 

Sworn to and Subscribed before me

This 14 day of August, 2024





Notary Public

229, Dawson County, Georgia Records, which survey is incorporated herein for a more complete description of the subject property. The property is subject to: a one-half undivided interest of subject property being held by a third party; Flowage Easement to United States of America filed in Deed Book X, Page 396, Dawson County Records; Judgment of Court in favor of Oglethorpe Power filed in Deed Book 278, Pages 1-5 and Deed Book 598, Page 262, Dawson County Records. As described in Deed Book 1180, Page 50 & Deed Book 1532, Page 21, Dawson County, Georgia Records. Further described as Map & Parcel L15120001. will expire and be forever foreclosed and barred on and after the 1st day of October, 2024.

The tax deed to which this notice relates is dated the 5th day of July, 2023 and is recorded in the office of the Clerk of the Superior Court of Dawson County, Georgia in Deed Book 1647, Pages 21-22.

The property may be redeemed at any time before the 1st day of October, 2024, by payment of the redemption price as fixed and provided by law to the undersigned at the following address: AAPA ENTERPRISES, LLC, c/o Joseph A. Homans, Joseph A. Homans, P.C. 272 Hwy 9 SO., P. O. Box 477, Dawsonville, Georgia 30534, counsel for Grantee of the tax sale deed.

Please be governed accordingly. Service by certified mail: Tommy Hughes

7142 Highway 53 E Dawsonville, GA 30534
137091 07/24,31 08/07,14

137834 08/14

PUBLIC NOTICE

Commissioner of Roads and Revenue of Dawson County is applying for funding assistance under Title 49 U.S.C. Section 5311 of the Federal Transit Act pertaining to rural areas. Dawson Transit will offer general public transportation to all citizens of Dawson County for any worthwhile purpose, including but not limited to shopping, medical treatment, social services, and other purposes.

Commissioner of Roads and Revenue of Dawson County solicits private sector input and participation to assure that private for-profit transportation operators have a fair and timely opportunity to participate in the development of this program. Commissioner of Roads and Revenue of Dawson County also solicits comments and concerns from the general population on



local rural public transportation services. Commissioner of Roads and Revenue of Dawson County also solicits comments and concerns from the elderly, low-income, and disabled population and their representatives to assure that issues relating to the disabled are addressed in the service design proposed during the planning process. Interested persons are invited to request that a public hearing will be held to discuss the services being offered or development of the application. Written comments, requests for a public hearing and/ or written notice of intent by private for-profit transportation operators to provide or participate in any or all of the above services should be submitted no later than fifteen (15) days from the date of this publication to:

Commission Chairman/Mayor/ Chief Executive of Applicant Organization:
 Billy Thurmond, Chairman
 Dawson County Board of Commissioners
 Address/City/State/Zip Code of Applicant:
 25 Justice Way Suite 2313,
 Dawsonville, GA 30534
 Phone number of Applicant: 706-344-3500
 If no response is received within fifteen (15) days, Commissioner of Roads and Revenue of Dawson County will proceed with the application to the Georgia Department of Transportation.
137840 08/14

Miscellaneous

IN THE SUPERIOR COURT OF DAWSON COUNTY STATE OF GEORGIA

ANKITA SINGH and Petitioner owns the property in fee simple. Plaintiffs Scott Zelgewicz and Rhonda L. Zelgewicz filed a Complaint (Petition to Quiet Title) on March 5, 2024, Superior Court of Dawson County, Civil Action File No. 2024-CV-0103 ("Civil Action"). Plaintiffs have requested that the Court issue an order quieting title and removing all clouds upon their title to the property located at 296 Brights Way, Dawsonville, GA ("Property"). Plaintiffs have specifically requested the cancellation of a Security Deed recorded on December 20, 2004, at Dawson County records, Book 639, Page 348 from Vincent P. Murphy, Jr. and Laura E. Murphy to MERS as nominee for Primary Capital Advisors, LC covering a loan in the amount of \$51,400. The Subject Property is more particularly described as: All that tract or parcel of land lying and being in Land Lots 165 and 194, of the South half of the 13th

District, 1st Section of Dawson County, Georgia, being Lot 6 of Savannah Trace Subdivision, as per plat of survey recorded at Plat Book 44, Pages 115, 117, 119, and 121, Records of Dawson County, Georgia, which plat is by referenced incorporated herein and made a part hereof. All interested parties shall have 30 days from the date of the publication of this notice to make a claim in the referenced Civil Action. Failure to make a claim will result in this Court issuing an Order granting the relief requested by the Plaintiffs/ Petitioners in the Civil Action. Inquiries: David J. Reed, Esq., counsel for Petitioner, 1503 Bombay Lane, Roswell, GA 30076, 770-751-0900. Claims, file with: Clerk, Superior Court Dawson County, 25 Justice Way, Suite 1302, Dawsonville, GA 30534
137047 07/24,31 08/07,14

Name Changes

IN THE SUPERIOR COURT OF DAWSON COUNTY STATE OF GEORGIA

IN RE: THE NAME CHANGE OF DEBORAH LEE MECHWART, PETITIONER. Civil Action File Number: 2024-CV-0337 NOTICE OF NAME CHANGE that on the 17th day of July, 2024, DEBORAH LEE MECHWART filed a Petition in the Superior Court of Dawson County, State of Georgia seeking a name change from DEBORAH LEE MECHWART to DEBORAH LEIGH WEST. Any interested or affected party has the right to appear and file objections. At the expiration of thirty (30) days from the filing of the Petition, upon proof of publication, and if no objection is

The public hearing will be held in the Dawson County Administration Building, 25 Justice Way, Assembly Room, Second Floor, Suite 2303, Dawsonville, Georgia. If you wish to speak at the public hearing before the Board of Commissioners, you must provide your name and address before speaking. Applications are available for public review on the County's website at www.Dawsoncountyga.gov or by visiting the Department of Planning & Community Development, 25 Justice Way, Suite 2223, Dawson County Administration Building, Dawsonville, Georgia, Monday through Friday, 8:00 a.m. to 5:00 p.m. The physical locations for specific applications listed below are provided for general locational purposes only and are believed to be accurate but not guaranteed. A more detailed

depiction of the property subject to the land use action may be obtained by referencing the GIS viewer on the Dawson County website at www.Dawsoncountyga.gov. ZA 24 05, Kurt Trump has submitted a request to the proper authorities requesting a Land Use Amendment to zone 3.13 acres of property zoned VCR (Vacation Cottage Residential) to CIR (Commercial Industrial Restricted). Issuing a Special Use Permit to operate an open storage business (Boat Storage) is also necessary. This property is located at 126 Oak Grove Road, Dawsonville, GA. (Parcel ID L17 189) The property is located north of War Hill Park Road. ZA24 06, Sean Courtney, on behalf of Chad Kimbral, has submitted a request to the proper authorities asking for the issuance of a Land Use Amendment to zone 2.86 acres of property zoned RSR (Residential Sub Rural) to a commercial designation (C-RB, C-CB, or C-HB) to operate an Automotive Repair and Services business. This property is located east of Georgia Highway 9, Parcel ID 088-108-004, near Jewel Slaton Road.

ZA 24 07, Davis Engineering, on behalf of Will Wade, has submitted a request to the proper authorities asking for the issuance of a Land Use Amendment to zone 1.47 acres of property zoned RSR (Residential Sub Rural) to a commercial designation (C-OI, C-RB, or C-CB) to construct a medical office building. This property is at 900 Highway 53, Georgia Highway 53, and Perimeter Road, Dawsonville, GA.
137836 08/14,28

- VR24 10 Roberta Hastreiter-**
 1FMSK7DH3JGC32394 2018 Ford Explorer(extended)
 1FTSW21R08EC89797 2008 Ford F250(extended)
 5XXGT4L31HG151992 2017 Kia Optima(extended)
 2GKFLTEK3G6128008 2016 GMC Terrain(extended)
 KL4MMBS23LB102329 2020 Buick Encore(extended)
 KNFAK4A61G5595708 2016 Kia Forte(extended)
 1FTSS3EL1ADA31677 2010 Ford E350
 JN8AS58T38W303927 2008 Nissan Rogue
 1FA6P8CF6K5166166 2019 Ford Mustang
 1FTNW21F51EA22812 2001 Ford F250
 1FMU63E58UA43396 2008 Ford Explorer
 1FMCU49H58KA90078 2008 Ford Escape/Hybrid
 3FA6P0K95ER123226 2014 Ford Fusion
 to be held on August 24, 2024, 1:00 pm at Chuay LLC, 1680 Hwy 53 Rear Dawsonville GA 30534.

Part J: FTA Title VI Data Collection, Reporting, and Economic Impacts

The Applicant Organization must complete the following sections pertaining to its Title VI Program activities.

J-1: General Reporting

1. List any Title VI-related lawsuits or complaints filed pertaining to the Applicant Organization's Section 5311 program.

None

2. Has your organization applied for any other federal financial assistance for transportation?

Yes No

If "Yes," what kind of financial assistance and from which source?

TTFP Funding

3. In the last three years, has any Civil Rights/Title VI Compliance Review Activity been conducted at your organization?

Yes No

J-2: Title VI Monitoring Procedures/Monthly Vehicle Reports

GDOT requires the following monthly reporting in order to meet FTA National Transit Database requirements. Accurate completion of the following information is critical to continued Section 5311 grant eligibility. Subrecipients must provide this data monthly, including data on population of your service area, percentage of trips made by minority population (compared to the total); types of services provided; days and hours of operation; number and type of vehicles in operation; number/percentage of wheelchair-equipped vehicles' total seating capacity; service area; total monthly ridership; transit costs by hour, mile, etc.; number of trips by trip purpose; quality of service; etc. Please seek technical assistance from your Area Project Manager, if you have any questions regarding the definitions or completion of these data.

The Applicant Organization agrees to provide this data on a monthly basis in a format designated by GDOT.

Signature

Billy Thurmond

Name of Authorized Official

Chairman Board of Commissioners

Title of Authorized Official

Date

J-3: Performance and Quality of Service

Level of Service

Complete the table below with the requested information regarding Applicant Organization's transit service and area. Please use <https://www.census.gov/quickfacts/fact/table> to obtain information for population and minority percentage.

Table 6: Level of Service Data

Total Population	31,732.00
Percent Minority	6.60%
Type of Service	Demand Response
Days/Hours of Operation	Monday - Friday 8AM to 4PM
Number of Vehicles	4.00
Number of Wheelchair Equipped Vehicles	4.00
Total Seating Capacity	38.00

Performance and Quality of Service

Complete the table below with the Applicant Organization trip data from FY 2026. Suggested calculation methods are included in the parenthesis.

Table 7: Performance Data

Annual Trip Total	14,456.00
Average Trips per Month <i>(Total trips divided by 12)</i>	1,205.00
Annual Trips Serving Minority Populations <i>(Annual trip total less trips by Caucasian riders)</i>	
Percentage of Trips Serving Minority Populations <i>(Trips serving minority populations divided by total annual trips, multiplied by 100)</i>	0.00%

Complete the table below with trip purpose data from the Applicant Organization's records for FY 2026.

Table 8: Trip Counts by Purpose

	Trip Count
Medical	1,239.00
Employment	2,641.00
Nutrition	5,409.00
Social/Recreation	1,837.00
Education	2,156.00
Shopping/Personal	1,174.00
Total	14,456.00

Transit Cost Analysis

The transit cost analysis is used to calculate the cost per hour, cost per one-way passenger trips, and cost per mile for this application. Applicants should enter data into each of the highlighted cells in the excel spreadsheet. Once the requested data is entered, the remaining fields should update automatically using the embedded formulas.

The Applicant Organization should use the FEDERAL SHARE, LOCAL SHARE, and TOTAL line items from its FY 2024 Final Reimbursement Form. Please attach a copy of the Applicant Transit Cost Analysis when submitting the application package.

J-4: Economic Impacts

Transportation System and Services

Applicant Organization should describe its current Section 5311 transit system in the text boxes below.

1. Service area (e.g., Countywide, city only, multi-county. Specify and all counties and municipalities served):
County wide, Dawsonville

2. Methods used to communicate transit system information to the public. (Check all that apply):

<input checked="" type="checkbox"/> Word of Mouth	<input type="checkbox"/> Public Meetings
<input type="checkbox"/> Newsletters	<input checked="" type="checkbox"/> Social Media
<input type="checkbox"/> Newspaper	<input checked="" type="checkbox"/> County Website
<input type="checkbox"/> TV/Radio	<input type="checkbox"/> Government Buildings
<input checked="" type="checkbox"/> Community Events	<input type="checkbox"/> Other: _____

3. Trends in the number of public transit riders over the past three years. Please use data from the National Transit Database reports for FY 2022 and FY 2023. [The National Transit Database \(NTD\) | FTA \(dot.gov\)](https://www.fta.dot.gov/national-transit-database)

FY 2022 - Number of OWPTs	FY 2023 - Number of OWPTs	FY 2024 - Number of OWPTs
8798	12506	14456

4. Please explain any significant drops or increases in ridership over the past three years (e.g., new POS contact, reduced service area):

The increases in ridership has been increasing since covid starting going away and people started back getting out in public.

5. Period of time Applicant Organization has provided transit service:

20 plus years

6. Describe how transit services are delivered (i.e. by a third-party operator, by county staff, a combination of county and TPO staff, etc.):

- County Staff
 Third Party Operator (TPO)
 Combination County Staff and TPO
 Other: _____

7. Optional - New Starts Only: If Applicant Organization is applying for a NEW public transportation service, describe the area to be served, transit needs to be met, public outreach activities conducted, and overall organization for planning and delivering transit services. Please include all agencies/entities providing key transit-related activities, including vehicle operations, vehicle maintenance, operations reporting capabilities, etc.

Service Area Details

Table 9: Service Area Details

Funding Sources	Total OWPT Provided in the Past 12 Months, by Source	Rates Charged per OWPT, by Source
5311	4,933.00	
DHS	9,523.00	
DFAC		
Aging		
DBHDD		
NEMT - Medicaid		
GVRA		
DCH		
Other (specify)		

*****Please insert a copy of the current fare sheet for the 5311 transit agency that shows fares charged for one-way passenger trips for all types of fares charged.*****

Statement of Public Benefits

List Applicant Organization's three most important focus areas in the communities it serves for FY 2026. Describe the role transit plays in those focus areas (jobs, medical, etc.).

Focus Area #1

Senior clients - transportation to senior center, medical appointments, grocery store.

Focus Area #2

Medical - Clients needing transportation to doctor visits.

Focus Area #3

Employment - Clients needing transportation to work due to not having a personal vehicle.

What specific actions are the Applicant Organization taking to increase ridership, especially among underserved populations (Veterans, transitioning services, etc.)?

Increase public awareness, brochures to local free health clinics, and use more media related announcements.

Project Coordination

Describe how the FTA-funded services detailed in this grant application will be coordinated with social service agencies and private transportation providers in the Applicant Organization's service area. Descriptions should include, but not be limited to, coordination with DCH, DHS, employer contracts, and on-the-job training (OJT) programs. Provide detailed information on existing coordinated services and any planned coordination activities.

*****For New Government Entity Applicants Only - Service Initiation and Delivery:** If Applicant Organization is a NEW applicant for FTA Section 5311 funding, please describe your plan for initiating the service, including major phases and milestone dates for launching the new service and any other public or private sector partners participating in the launch of the new service).

Part K: Certification of No Intent to Charter Service

The Applicant Organization must provide the certification shown below and include the signature of the Authorized Official.

The Applicant Organization, Commissioner of Roads and Revenue Dawson County certifies that it does not intend to and will not provide charter service with Federal Transit Administration funded equipment and facilities or provide any exclusive service during the operating period of this application.

The Applicant also certifies that conveyance of government officials shall not exceed 80 hours in a given year and such services must also be reported to the Federal Transit Administration.

Signature

Billy Thurmond

Name of Authorized Official

Chairman

Title of Authorized Official

Date

Part L: Drug-Free Workplace and Drug and Alcohol Program

Applicant Organizations that are current Section 5311 funding recipients must complete the following certification. New (or first time) Applicant Organizations may not sign this certification until their program has been approved by GDOT.

I, Billy Thurmond, Chairman (Name and Title of Authorized Official),
certify that Dawson County Transit and its contractors, as required, for the Section Rural Public
Transportation Program has established and implemented an alcohol misuse prevention program and anti-
drug abuse program in accordance with the terms of 49 CFR Part 40 and Part 655. I further certify that the
employee training conducted under this part meets the requirements of 49 CFR Part 40 and Part 655.

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part M: Drug-Free Workplace Act Certification for Public and Private Entities

Applicant Organizations must complete the following certification and include the signature of the Authorized Official.

The Commissioner of Roads & Revenue of Dawson County certifies that it will provide a drug-free workplace as specified in U.S. Department of Transportation's (DOT) rule, 49 CFR Part 40 and 655, which describes required procedures for conducting workplace drug and alcohol testing for FTA programs, including:

- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- B. Establishing an ongoing drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The Applicant's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and, the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- C. Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (A);
- D. Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant or cooperative agreement, the employee will abide by the terms of the statement; and notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- E. Notifying the Federal agency in writing, within ten calendar days after receiving notice under subparagraph (D) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every project officer or other designee on whose project activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification numbers(s) of each affected grant or cooperative agreement;
- F. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (D), with respect to any employee who is so convicted:
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

G. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (A), (B), (C), (D), (E), and (F).

Dawson County Transit

Name of Applicant Organization

Billy Thurmond

Name of Authorized Official

25 Justice Way, Suite 2313 Dawsonville, GA 30534

Address

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part N: Certification of Equivalent Access for Persons with Disabilities

Applicant Organization is required to sign this certification only if the organization is requesting the purchase of a vehicle without disability access features (i.e. wheelchair lift) as required in 49 CFR Part 38).

Commissioner of Roads and Revenue of Dawson County

_____ certifies that all our vehicles are purchased with disability access features.

Fill out the form below if the agency is requesting the purchase of vehicles without disability features.

I hereby certify that when viewed in its entirety, the demand-responsive transportation program of _____
Commissioner of Roads and Revenue of Dawson County provides disabled persons with access equal to that afforded to any other person in terms of the following criteria:

- Response time,
- Fares (demand response system cannot charge higher fare for wheelchair boarding),
- Geographic area of service,
- Hours and days of service,
- Restrictions based on trip purpose,
- Availability of information and reservations capabilities, and
- Constraints on capacity or service availability.

Public Demand Response Agencies: In accordance with 49 CFR 37.77, public funded entities operating demand responsive systems for the general public which receive financial assistance under Section 18 of the Federal Transit Act must file this certification with the appropriate state program office before procuring any inaccessible vehicle. Public entities receiving FTA funds under any other section of the FTA Act must file the certification with the appropriate FTA regional office.

Certified this _____ day of _____, 2024.

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part O: FTA Civil Rights Assurance

Applicant Organization must complete the following certification and include the signature of the Authorized Official.

Commission of Roads and Revenue of Dawson County hereby certifies that, as a condition of receiving Federal financial assistance under the Federal Transit Act, the organization will ensure that:

- No person on the basis of race, color, or national origin, will be subjected to discrimination in the level and quality of transportation services and transit related benefits.
- Dawson County Transit will compile, maintain, and submit in a timely manner Title VI information required by FTA Circular 4702.1B and in compliance with the Department of Transportation's Title VI regulation, 49 CFR Part 21.7(a).
- Dawson County Transit will make it known to the public that those persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

The Applicant/Recipient assures that it will comply with the following laws and regulations so that no person in the United States will be denied the benefits of, or otherwise be subjected to discrimination in any U.S. DOT or FTA funded program or activity (particularly in the level and quality of transportation services and transportation-related benefits) on the basis of race, color, national origin, religion, sex, disability, or age:

- Federal transit laws, specifically 49 U.S.C. 5332, as amended by MAP-21 (prohibiting discrimination on the basis of race, color, religion, national origin, sex, disability, or age, and in employment or business opportunity),
- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d,
- The Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, et seq.,
- The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 et seq.,
- U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR part 21.7(a),
- U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and
- Any other applicable Federal statutes that may be signed into law or Federal regulations that may be promulgated,

As required by 49 CFR 21.7:

- It will comply with Federal guidance implementing Federal nondiscrimination laws and regulations, except to the extent FTA determines otherwise in writing, with 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR Part 21 in the manner it conducts each Project, undertakes property acquisitions, and operates its Project facilities, including: its entire facilities and its facilities operated in connection with its Project. This assurance applies to your Applicant/Recipient's entire Project and to all parts of its facilities, including the facilities it operates to implement its Project,
- It will promptly take the necessary actions to carry out this assurance, including: notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA, and submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request,
- If it transfers FTA funded real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination: (1) while the property is used for the purpose that the Federal funding is extended, and (2) while the property is used for another purpose involving the provision of similar services or benefits,
- It will make any changes in its Title VI implementing procedures as U.S. DOT or FTA may request to comply with Title VI of the Civil Rights Act, 42 U.S.C. 2000d, U.S. DOT regulations, 49 CFR part 21, and Federal transit laws, 49 U.S.C. 5332, as amended by MAP-21,
- It will comply with Federal guidance issued to implement Federal nondiscrimination requirements, except as FTA determines otherwise in writing,
- It will extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each Third Party Participant, including: (1) Any Subrecipient, (2) Any Transferee, (3) Any Third Party Contractor or Subcontractor at any tier, (4) Any Successor in Interest, (5) Any Lessee, or (6) Any other Third Party Participant in its Project,
- It will include adequate provisions to extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each third party agreement, including: (1) Each subagreement, (2) Each property transfer agreement, (3) Each third party contract or subcontract at any tier, (4) Each lease, or (5) Each participation agreement, and

As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR part 27, specifically 49 CFR 27.9, and consistent with 49 U.S.C. 5307(c)(1)(D)(iii), as amended by MAP-21, the Applicant/Recipient assures that:

1. It will comply with the following prohibitions against discrimination on the basis of disability, which are a condition of approval or extension of any FTA funding awarded to: (1) Construct any facility, (2) Obtain any rolling stock or other equipment, (3) Undertake studies, (4) Conduct research, or (5) Participate in or obtain any benefit from any FTA administered program, and
2. In any program or activity receiving or benefiting from Federal funding that U.S. DOT administers, no otherwise qualified people with a disability will, because of their disability, be:
 1. Excluded from participation,

2. (Denied benefits, or
3. Otherwise subjected to discrimination.

The United States has a right to seek judicial enforcement of any matter arising under Title VI of the Civil Rights Act, 42 U.S.C. 2000d, U.S. DOT regulations, 49 CFR Part 21, and this assurance.

The assurances made will remain in effect as long as: (1) Federal funding is extended to your Project, (2) Project property is used for a purpose for which the Federal funding is extended, (3) Project property is used for a purpose involving the provision of similar services or benefits, or (4) Ownership or possession is retained of its Project property.

The person whose signature appears below is authorized to sign this assurance on behalf of the recipient.

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part P: Debarment and Suspension

If the Applicant Organization is requesting funding exceeding \$25,000, the Applicant must provide the following certification, including the signature of the Authorized Official.

P-1: Non-Procurement Suspension and Debarment

U.S. DOT regulations, "Non-procurement Suspension and Debarment," 2 CFR Part 1200, which adopts and supplements the provisions of U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement)," 2 CFR part 180, permit certifications to assure the Applicant/Recipient acknowledges that:

The Applicant/Recipient certifies to the best of its knowledge and belief that, it, its principals, and first tier sub-recipients:

- a. Are eligible to participate in covered transactions of any Federal department or agency and are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded, or disqualified.
- b. Have not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction, violation of any Federal or State antitrust statute, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property.
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding Section 'a' of this certification.
- d. Have not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this certification.
- e. Will promptly provide any information to the FTA if at a later time any information contradicts the statements of subparagraphs above, and
- f. Will treat each lower tier contract or lower tier subcontract under the Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it equals or exceeds \$25,000, is for audit services, or requires the consent of a Federal official.
- g. Will require that each covered lower tier contractor and subcontractor comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 and 1200, and assure that each lower tier participant in the Project is not presently declared by any Federal department or agency to be:
 - Debarred from participation in the federally funded project,
 - Suspended from participation in the federally funded project,
 - Proposed for debarment from participation in the federally funded project,
 - Declared ineligible to participate in the federally funded project,
 - Voluntarily excluded from participation in the federally funded project, or
 - Disqualified from participation in the federally funded Project.

The Applicant/Recipient will promptly provide a written explanation to GDOT if it or any of its principals, including any of its first-tier sub-recipients or lower tier participants, is unable to certify to the preceding statements in this certification.

Signature of Authorized Official

Billy Thurmond Chairman

Printed Name & Title of Authorized Official

Date

P-2: SAM Certification

GDOT subrecipients must verify they are current within the Federal government's System for Awards Management (SAM) before a contract can be extended. More information can be found on the SAM website: [SAM.gov | Home](https://sam.gov)

Please attach a copy of the Applicant Organization's SAM certification when submitting the application package.

COMMISSIONER OF ROADS AND REVENUE DAWSON COUNTY

Unique Entity ID EKXYK3GDEH95	CAGE / NCAGE 4YES7	Purpose of Registration Federal Assistance Awards Only
Registration Status Active Registration	Expiration Date Apr 9, 2025	
Physical Address 25 Justice WAY STE 2214 Dawsonville, Georgia 30534-3454 United States	Mailing Address 25 Justice WAY Suite 2214 Dawsonville, Georgia 30534-3434 United States	

Business Information

Doing Business as COUNTY OF DAWSON	Division Name (blank)	Division Number (blank)
Congressional District Georgia 06	State / Country of Incorporation (blank) / (blank)	URL (blank)

Registration Dates

Activation Date Apr 11, 2024	Submission Date Apr 9, 2024	Initial Registration Date Jan 9, 2008
--	---------------------------------------	---

Entity Dates

Entity Start Date Jan 1, 1857	Fiscal Year End Close Date Dec 31
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other

acknowledgment of fault?
Not Selected

Exclusion Summary

Active Exclusions Records?
No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:
Yes

Entity Types

Business Types

Entity Structure U.S. Government Entity	Entity Type US Local Government	Organization Factors (blank)
Profit Structure (blank)		

Socio-Economic Types

Check the registrant's Repts & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government
County

Financial Information

Accepts Credit Card Payments No	Debt Subject To Offset No
---	-------------------------------------

EFT Indicator 0000	CAGE Code 4YES7
------------------------------	---------------------------

Electronic Funds Transfer

Account Type Checking	Routing Number *****43	Lock Box Number (blank)
Financial Institution UNITED COMMUNITY BANK,INC	Account Number *****58	

Automated Clearing House

Phone (U.S.) 7063443501	Email vneikirk@dawsoncountyga.gov	Phone (non-U.S.) (blank)
Fax 7063443504		

Remittance Address

COMMISSIONER OF ROADS AND REVENUE
DAWSON COUNTY
25 Justice WAY
Suite 2214
Dawsonville, Georgia 30534
United States

Taxpayer Information

EIN ****1882	Type of Tax Applicable Federal Tax	Taxpayer Name COMMISSIONER OF ROADS AND REVENUE DAWSON COUNTY
Tax Year (Most Recent Tax Year) 2023	Name/Title of Individual Executing Consent Chief Financial Officer	TIN Consent Date Apr 9, 2024
Address	Signature	

Apr 11, 2024 11:42:52 AM GMT
<https://sam.gov/entity/EKXYK3GDEI195/coreData?status=null>

Points of Contact

Accounts Receivable POC

♀
Laurie Whalen
lwhalen@dawsoncountyga.gov
7063443501

Electronic Business

♀
Vickie Neikirk
vneikirk@dawsoncountyga.gov
7063443501

25 Justice WAY
Suite 2214
Dawsonville, Georgia 30534
United States

NATALIE JOHNSON
njohnson@dawsoncountyga.gov
7063443501

25 Justice WAY
Suite 2214
Dawsonville, Georgia 30534
United States

Government Business

♀
Vickie Neikirk
vneikirk@dawsoncountyga.gov
7063443501

25 Justice WAY
Suite 2214
Dawsonville, Georgia 30534
United States

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
(blank)	(blank)

Location

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
(blank)	(blank)

Industry-Specific

Barrels Capacity	Megawatt Hours	Total Assets
(blank)	(blank)	(blank)

Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

This entity does not appear in the disaster response registry.

Part Q: Disadvantaged Business Enterprise (DBE) Semi-Annual Reporting

The Applicant Organization must complete the following certification that it will provide the required semi-annual DBE reports to GDOT on May 1st and November 1st of each year.

As FTA Subrecipient GDOT has set a DBE FTA goal of 6.02% goal attainment for FY 2024-FY 2026. All subrecipients engaging in Third-party procurements for FTA Transit contracts should make Good Faith efforts to solicit certified DBE's as listed in the GDOT UCP Directory. All subrecipients will be included in the GDOT FTA goal of 6.02% Good Faith Effort for participation of DBE's in 3rd party contract opportunities, in lieu of having to prepare individual DBE goals.

The Applicant, Commissioner of Roads and Revenue of Dawson County, will provide the required FTA Semi-Annual Disadvantaged Business Enterprise (DBE) Program Report, referred to as the Uniform Report of DBE Commitments/Award and Payments, which is a requirement of 49 CFR Part 26. The semi-annual DBE report is a spreadsheet that captures a detailed breakdown of DBE participation in the Georgia Department of Transportation's DBE program.

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part R: Lobbying Restrictions

The lobbying requirements apply to all contracts and subcontracts of \$100,000 or more at any tier under a Federal grant. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this agreement, the payor must complete and submit the Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part S: FTA Certifications and Assurances

As part of this grant application package, all applicants must attach a signed copy of the most recent available FTA Certifications and Assurances (FY 2024) included as the following two pages.

The full FTA FY 2024 Certifications and Assurances document is available at:

[FY2024 Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements \(dot.gov\)](#)

- The FTA FY 2024 Certifications and Assurances sheet listing all of the relevant documents should be marked with a check mark (✓) showing that ALL categories numbered 01 through 18 are being certified by your organization OR indicate which of the categories are applicable.
- Original signatures must be placed on the FTA Fiscal Year 2024 Certifications and Assurances page, which includes the "Affirmation of Applicant" and "Affirmation of the Applicant's Attorney."

Federal Fiscal Year 2024 Certifications and Assurances for FTA Assistance Programs

Name of Applicant: Roads and Revenue Commissioner of Dawson County

The Applicant agrees to comply with applicable provisions of Categories 01 - 21.

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

Category	Description	
1	Certifications and Assurances Required of Every Applicant	<input checked="" type="checkbox"/>
2	Public Transportation Agency Safety Plans	<input checked="" type="checkbox"/>
3	Tax Liability and Felony Convictions	<input checked="" type="checkbox"/>
4	Lobbying	<input checked="" type="checkbox"/>
5	Private Sector Protections	<input checked="" type="checkbox"/>
6	Transit Asset Management Plan	<input checked="" type="checkbox"/>
7	Rolling Stock Buy America Reviews and Bus Testing	<input checked="" type="checkbox"/>
8	Urbanized Area Formula Grants Program	<input checked="" type="checkbox"/>
9	Formula Grants for Rural Areas	<input checked="" type="checkbox"/>
10	Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	<input checked="" type="checkbox"/>
11	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	<input checked="" type="checkbox"/>
12	Enhanced Mobility of Seniors and Individuals with Disabilities Programs	<input checked="" type="checkbox"/>
13	State of Good Repair Grants	<input checked="" type="checkbox"/>
14	Infrastructure Finance Programs	<input checked="" type="checkbox"/>
15	Alcohol and Controlled Substances Testing	<input checked="" type="checkbox"/>
16	Rail Safety Training and Oversight	<input checked="" type="checkbox"/>
17	Demand Responsive Service	<input checked="" type="checkbox"/>
18	Interest and Financing Costs	<input checked="" type="checkbox"/>
19	Cybersecurity Certification for Rail Rolling Stock and Operations	<input checked="" type="checkbox"/>
20	Public Transportation on Indian Reservations Formula and Discretionary Program (Tribal Transit Programs)	<input checked="" type="checkbox"/>
21	Emergency Relief Program	<input checked="" type="checkbox"/>

Federal Fiscal Year 2024 FTA Certifications and Assurances Signature Page
Required of all Applicants for federal assistance to be awarded by FTA in FY 2026.

AFFIRMATION OF APPLICANT

Name of Applicant: Roads and Revenue Commissioner of Dawson County

Name and Relationship of the Authorized Representative: Billy Thurmond, Chairman

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2026, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2026.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute,

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature: _____ Date: _____

Name and Relationship of the Authorized Representative: Billy Thurmond, Chairman

AFFIRMATION OF APPLICANT'S ATTORNEY

For: Roads and Revenue Commissioner of Dawson County

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature: _____ Date: _____

Name of Attorney for Applicant: Angela Davis

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Part T: Americans with Disabilities Act Checklist

Please fill out the checklist below. This must be signed by the authorized Transit ADA Representative for your system.

Is our Section 5311 Rural Transit System Compliant with the Americans with Disabilities Act (ADA)?

- We offer curb to curb service for ADA passengers, as needed.
- We do not charge passengers for no-shows. Our No-Show Policy suspension never exceeds 30 days.
- Cancellations made with less than 1-2 hours prior to pick-up can be considered no-shows.
- Our written No-Show policy for suspensions (if have one) is based on the percentage that a passenger rides overall, not on monthly occurrences.
- Have we documented any ADA complaints from public transit system users?
- Do we have enough wheelchair lift-equipped vehicles to meet our demand¹?
- During peak times when/if our capacity cannot meet demand, disabled passengers are not denied service more often than non-disabled passengers?
- Our drivers test the wheelchair lifts before starting service each day.
- Our system accepts all types of wheelchairs for transport if wheelchair and passenger combined do not exceed the weight capacity of the lift and fits on the lift platform.¹
- When we have a wheelchair lift failure, the repairs are completed quickly (within five days) so that our service to disabled passengers is not disrupted.
- We offer the same service to disabled and non-disabled passengers as described below:
 - We have the same hours of operation for services for disabled and non-disabled persons.
 - We have the same reservation time requirements, such as 24-hour notice, etc. for all passengers.
 - We do not charge a higher fare for ADA passengers as for other passengers.
 - Our disabled passengers are permitted to travel to all places that our non-disabled passengers can go.
- We allow service animals on the buses if they are assisting the passenger.

- We allow passengers to travel with their portable oxygen supply.
- We do not require disabled passengers to sit in designated seats if they do not wish to do so.
- We allow passengers to bring their mobility aids on the buses such as crutches, canes, walkers, etc.).
- Our drivers are trained to assist disabled passengers.
- Our drivers are familiar with the 800 lb. or 1,000 lb. weight limit of the wheelchair lifts and that all types of wheelchairs must be accommodated (scooters, etc), unless weight capacity is exceeded.
- Passengers who have difficulty using stairs are allowed to stand and ride up the lift as standees.
- Our drivers properly use the wheelchair securement systems on our vehicles.
- Smoking is prohibited on our vehicles.
- We have ADA-standard operating procedures, and all of our employees are trained and familiar with them.

¹ADA rule provides that transit operators must carry a wheelchair and occupant if the lift and vehicle can physically accommodate them, unless doing so is inconsistent with legitimate safety requirements. "Legitimate safety requirements" include such circumstances as a mobility device of such size that it would block an aisle or would interfere with the safe evacuation of passengers in an emergency, or weight exceeds lift capacity.

Signature of Authorized Official

Billy Thurmond

Printed Name of Authorized Official

Chairman

Printed Title of Authorized Official

Date

Part U: Financial Certifications

The GDOT Transit Department has recently finalized our Financial Management Policy requirements and has held multiple trainings on this subject so that our subrecipients understand and abide by the federal requirements of 2 CRR Part 200.

1. Please complete the following Financial Certification if you will be charging any indirect costs to your transit project. Please only complete the certification for the type of entity making application i.e. "governmental or private-nonprofit".
2. If you have an approved De minimis Cost Allocation Plan, please include a full copy of that plan in your application.
3. If you wish to charge indirect costs using the simplified method, please complete the "GDOT Modified Total Direct Cost Certification."
4. If GDOT is your cognizant agency, you may choose to use the Modified Total Direct Cost Plan which is a simplified method for determining your indirect cost basis.

Financial System Certification – Government Entities

To be completed annually by "Governmental Entities" charging Indirect Costs.

CERTIFICATION OF INDIRECT COST RATE PROPOSAL

Certification of Financial Management System

I, the undersigned, certify that N/A has a financial management system that accumulates and segregates direct costs (costs that can be specifically identified to a final cost objective, e.g., a project, program, or other direct activity of an organization) from indirect costs (costs incurred for a common or joint purpose benefitting more than one final cost objective, e.g. administrative costs such as clerical support, human resources, accounting, payroll, financial audits, rent, utilities, supplies, vehicle expense, executive management that are not readily assignable to the final cost objectives specifically benefitted, without effort disproportionate to the results achieved) and by project/activity, that are allowable in accordance with Title 2 Code of Federal Regulations Part 200 (2 CFR § 200).

I certify the agency's financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts.
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into different cost accounts.
- Ability to accumulate and segregate allowable direct costs by project, funding source, and type of cost (e.g., labor, consulting, pass-thru, or other).
- Internal controls to maintain integrity of financial management system.
- Ability to consistently record and report costs as described in 2 CFR § 200.403.
- Ability to ensure costs billed are in compliance with 2 CFR § 200.
- Ability to ensure costs billed reconcile to general ledgers and job costing ledgers.
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

I also certify that the types of records that are used to support the existence of these attributes include the following:

- General ledger and job costing ledgers.
- Subsidiary general ledgers.
- Chart of accounts.
- Audited financial statements.
- Time keeping records.
- Documents supporting actual costs (e.g., invoices, canceled checks).
- Accounting policy and procedure manuals specific to the agency.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

All costs included in this application proposal N/A to establish billing or final indirect costs rates for the period of _____ are allowable in accordance with the requirements of the Federal award(s) to which they apply and the provisions of 2 CFR Part 200.19. Unallowable costs have been adjusted for, in allocating costs as indicated in the indirect cost proposal.

All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the subsequent agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal government cognizant agency will be notified of any accounting changes that would affect the predetermined rate.

I, hereby, declare that the foregoing is true and correct.

Governmental Unit / Subrecipient Name

Signature of Authorized Official

Billy Thurmond

Name of Official

Chairman

Title

Date of Execution of ICRP

Financial System Certification – Non-Profit Organizations

To be completed annually by "Non-Profit Organizations" charging Indirect Costs.

CERTIFICATION OF INDIRECT COST RATE PROPOSAL

Certification of Financial Management System

I, the undersigned, certify that N/A has a financial management system that accumulates and segregates direct costs (costs that can be specifically identified to a final cost objective, e.g., a project, program, or other direct activity of an organization) from indirect costs (costs incurred for a common or joint purpose benefitting more than one final cost objective, e.g. administrative costs such as clerical support, human resources, accounting, payroll, financial audits, rent, utilities, supplies, vehicle expense, executive management that are not readily assignable to the final cost objectives specifically benefitted, without effort disproportionate to the results achieved) and by project/activity, that are allowable in accordance with Title 2 Code of Federal Regulations Part 200 (2 CFR § 200).

I certify the agency's financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts.
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into different cost accounts.
- Ability to accumulate and segregate allowable direct costs by project, funding source, and type of cost (e.g., labor, consulting, pass-thru, or other).
- Internal controls to maintain integrity of financial management system.
- Ability to consistently record and report costs as described in 2 CFR § 200.403.
- Ability to ensure costs billed are in compliance with 2 CFR § 200.
- Ability to ensure costs billed reconcile to general ledgers and job costing ledgers.
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

I also certify that the types of records that are used to support the existence of these attributes include the following:

- General ledger and job costing ledgers.
- Subsidiary general ledgers.
- Chart of accounts.
- Audited financial statements.
- Time keeping records.
- Documents supporting actual costs (e.g., invoices, canceled checks).
- Accounting policy and procedure manuals specific to the agency.

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

All costs included in this application proposal date of N/A 20____ to establish billing or final indirect (F&A) costs rate for the Fiscal Year period beginning _____ 20____ to _____ 20____ are allowable in accordance with the requirements of the Federal awards to which they apply and with Subpart E–Cost Principles of Part 23 “Cost Principles for Nonprofit Organization”.

This proposal does not include any costs which are unallowable under Subpart E–Cost Principles of Part 200 such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and

All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements.

I declare that the foregoing is true and correct.

Dawson County Transit

Nonprofit Organization

Signature of Authorized Official

Billy Thurmond

Name of Official

Chairman

Title

Date of Execution of ICRP

De Minimis Cost Allocation Plan

For Recovery of Indirect Costs for a Federal Grant Award.

Certification of Financial Management System

I, the undersigned, certify that N/A has a financial management system that accumulates and segregates direct costs (costs that can be specifically identified to a final cost objective, e.g., a project, program, or other direct activity of an organization) from indirect costs (costs incurred for a common or joint purpose benefitting more than one final cost objective, e.g. administrative costs such as clerical support, human resources, accounting, payroll, financial audits, rent, utilities, supplies, vehicle expense, executive management that are not readily assignable to the final cost objectives specifically benefitted, without effort disproportionate to the results achieved) and by project/activity, that are allowable in accordance with Title 2 Code of Federal Regulations Part 200 (2 CFR § 200).

I certify the agency's financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts.
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into different cost accounts.
- Ability to accumulate and segregate allowable direct costs by project, funding source, and type of cost (e.g., labor, consulting, pass-thru, or other).
- Internal controls to maintain integrity of financial management system.
- Ability to consistently record and report costs as described in 2 CFR § 200.403.
- Ability to ensure costs billed are in compliance with 2 CFR § 200.
- Ability to ensure costs billed reconcile to general ledgers and job costing ledgers.
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

I also certify that the types of records that are used to support the existence of these attributes include the following:

- General ledger and job costing ledgers.
- Subsidiary general ledgers.
- Chart of accounts.
- Audited financial statements.
- Time keeping records.
- Documents supporting actual costs (e.g., invoices, canceled checks).
- Accounting policy and procedure manuals specific to the agency.

Certification of Eligibility:

I, the undersigned, certify that N/A is eligible to use the 10% *de minimis* indirect cost rate as the organization has:

- Received less than \$35 million in direct federal funding for the fiscal year requested and each fiscal year thereafter.

Finally, I understand:

The de minimis rate of 10% is to be applied to Modified Total Direct Costs which means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award). Modified Total Direct Cost excludes equipment, capital expenditures, rental costs, and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

Costs must be consistently charged as either indirect or direct but may not be double charged or inconsistently charged as both.

The proper use and application of the de minimis rate is the responsibility of N/A and GDOT reserves the right to perform an audit to ensure compliance with 2 CFR § 200 and agreements with GDOT. If it is determined that N/A inconsistently charged costs, or is otherwise not in compliance with 2 CFR § 200, N/A may be required to reimburse GDOT for any identified overbilling.

N/A's schedule of expenditures of federal awards must include a note on whether it elected to use the 10% de minimis cost rate in accordance with 2 CFR 200 § 200.510(b)(6).

Certification

By signing this declaration, I certify to the best of my knowledge and belief that the information is true, complete, and accurate. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Name of Non-Federal Entity

Date

Signature of Authorized Official*

Name (Printed)

Title

Telephone

Email

*Must be an executive, financial officer, or equivalent of entity)

Part V: Equal Employment Opportunity Questionnaire

The FTA Master Agreement requires all applicants, recipients, subrecipients and contractors receiving funding to comply with applicable Federal civil rights laws and regulations and to follow applicable Federal guidance. FTA applicants, recipients, subrecipients and contractors who meet both of the following threshold requirements must implement the EEO Program elements (FTA C 4704.1A Chapter 2.2)

This requirement applies to state-administered programs covered by Federal Transit Laws and FTA Master Agreement funding categories under 5310 - Enhanced Mobility of Seniors and Individuals with Disabilities; 5311 - Rural formula grants for Rural Areas; 5339 - Bus and Bus facilities; 5307 - Urbanized Area formula grants; and 5303, 5304 and 5305 - Metropolitan and Statewide Planning funds.

All FTA applicants, recipients, subrecipients and contractors who do not meet the EEO Program threshold are not required to submit an EEOP. However, they are still required to comply with all Equal Employment Opportunity statutes and regulations.

A recipient is required to submit a full or abbreviated EEO Program based on the number of its transit-related employees and whether it reaches a monetary threshold. Transit related employees include temporary, full-time, or part-time employees.

- Employs 100 or more transit related employees (requires a full EEO Program)
- Employs 50 or more transit-related employees; (requires an abbreviated EEO program)

And:

- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year or requests or receives planning assistance in excess of \$250,000 in the previous Federal fiscal year.

Example: If 'ABC Transit' is a direct subrecipient and has 22 employees, it does not meet the threshold. If 'ABC Transit' subcontracts with a *Third-Party Operator* each entity is considered separately. If 'ABC Transit' with 22 employees, contracts with two agencies, one with 25 employees, and one with 52 employees (i.e. $22+25=52$), then ABC Transit would not be required to have an EEO Program, but the contracted agency with 52 employees would be required to develop and submit to 'ABC Transit' an abbreviated EEO Program.

EEO Program Components (Full EEO Program)

- Statement of Policy
- Dissemination
- Designation of Personnel Responsibility
- Utilization Analysis
- Goals and Timetables
- Assessment of Employment Practices
- Monitoring and Reporting

Abbreviated EEO Program Components

- Statement of Policy
- Dissemination Plan
- Designation of Personnel Responsibility
- Assessment of Employee Practices
- Monitoring and Reporting Plan

Please complete all fields annually and submit to GDOT Transit Department.

Legal Name of Applicant: Dawson County Transit

Organization Type: MPO Transit Agency Third-Party Contractor

1. How many transit related employees do you have in your organization? 8.00

(A transit related employee is an employee of an FTA applicant, recipient, or subrecipient who is involved in an aspect of an agency's mass transit operation funded by FTA. For example, a city planner involved in planning bus routes would be counted, but a city planner involved in land use would not be counted)

2. How much did your organization receive in capital or operating assistance the previous federal fiscal year?

\$ \$ 141,083.00

3. How much did your organization receive in planning assistance the previous federal fiscal year?

\$ \$ 0.00

4. Has your agency submitted a full EEO Program/or abbreviated program to GDOT based on the thresholds noted?

Yes No

5. If yes, what is the date of your last submission? _____

6. Do you contract out any of your transit services?

Yes No.

If yes,

a. What is the name of the agency(ies)? _____

b. How much did the agency receive in capital or operating assistance?

\$ _____

c. How many transit employees does the agency have? _____

d. Did the contracting agency submit an EEO Program to you?

Yes No

If yes, what is the date of their last EEO Program submission? _____

I certify that the foregoing is true and correct.

Signature: _____

Title: Chairman

Date: _____

Part W: TAMP Participant Accountable Executive Approval Form

GDOT GROUP TRANSIT ASSET MANAGEMENT (TAM) PLAN

FY 2024 TAM PERFORMANCE TARGETS

As the Accountable Executive for the below-named Participant in the Group Transit Asset Management (TAM) Plan sponsored by the Georgia Department of Transportation (GDOT), I hereby approve the enclosed FY 2024 TAM Performance Targets (dated 9/08/20) on behalf of the Participant transit provider organization.

Participant Organization Name: Commissioner of Roads and Revenue of Dawson County

Transit Provider Name (if different): Dawson County Transit

FTA Program Subgroup (check all that apply)

5311 Rural 5307 Urban

Did the Accountable Executive change from the CY 2023 named AE?

Yes No

Name of Accountable Executive: Billy Thurmond

Signature of Accountable Executive: _____

Title: Chairman

Date: _____

Enclosure

Part X: Grant Expenditures Form

The Grant Expenditures section details the project expenditures for active projects. Please use Exhibit A of the Contracts issued to the agency to find the information needed for the form. Expenditures projections should be realistic and accurate. Please complete the Grant Expenditures form in BlackCat.

Part Y: NTD Reporting Accountable Executive Certification

Applicant Organizations requesting Section 5311 funds must complete the following certification.

I, Billy Thurmond (Accountable Executive/Board of Commission Chair) acknowledge that Section 5311 funds shall be used for the sole purpose of rural transit capital and operating assistance as set forth in FTA Circular 9040.1G.

Furthermore, I certify that Dawson County Transit (Applicant Organization) will not utilize any FY 26 5311 funding and/or associated assets to conduct any urban to urban "public" transportation trips within any UZA.

<https://www.transit.dot.gov/ntd/fta-census-map>

Dawson County Transit

Transit Agency/Applicant Organization

Signature of Accountable Executive

Billy Thurmond, Chairman

Printed Name & Title

Date

Part Z: Annual NTD Reporting Certification

FY 26 Section 5311 recipients must complete the following certification.

I, Billy Thurmond (Accountable Executive/Board of Commission Chair) acknowledge that Section 5311 funds shall be used for the sole purpose of rural transit capital and operating assistance as set forth in FTA Circular 9040.1G.

Furthermore, I certify that Dawson County Transit (Organization's name) did not utilize any FY 24 5311 funding and associated assets to conduct any urban to urban "public" transportation trips within any UZA during the period of 7/1/25 (Date) to 6/30/26 (Date).

Dawson County Transit

Transit Agency/ Section 5311 Recipient

Signature of Accountable Executive

Billy Thurmond, Chairman

Printed Name & Title

Date

INFORMATION REQUIRED TO INITIATE NEPA

A CHECKLIST

For FTA to determine the extent of environmental analysis required for a proposed project, we must have a clear idea of what it may do to the environment. This includes the **natural environment** (soil, water, air, flora/fauna) and the **human environment** (socioeconomics, land use, traffic, etc.). Additionally, FTA must determine whether any Federal funding is sought (now or in the future) for the proposal and if FTA is required to make a decision or approval (e.g., approval for incidental use of property).

INFORMATION REQUIRED

QUESTIONS to be ADDRESSED

- Sources of federal, state, and local funds and transit nexus

Is the project a Federal Action eligible for FTA funding?

- Description of existing property with a clear map showing the Area of Potential Effect (APE)

What are the Existing conditions? Cleared land or forested land? Water? Urban, rural, suburban? Gently rolling, flat, etc.? Modern visual intrusions in the area, such as cell towers, modern buildings, etc.? Is the site a brownfield or contaminated? Have any site assessments been completed?

- Street address or coordinates

Are there possible environmental areas of concern at the site or in its surroundings? Any known hazards? Existing buildings contain lead paint/asbestos? Standing water on site? Industrial site? Industrial sites within a block of the project site? In a historic district?

- Photos of property, any buildings on property and the surrounding area directly adjacent to the project site.

What are the characteristics of the natural environment of the property? Provide photos of the land in all directions and of any buildings or structures on the land. Are any of the buildings be historic? Are the buildings in use? Are the buildings safe? Who/what industry occupies the building?

- Photos of surrounding buildings visible from property

Are there any nearby buildings that may be historic? Any new construction visible from the project site? Number of stories of the buildings surrounding the project site.

- Description of complete project with site plan. Be specific for each action of the project.

What physical changes will be made to the existing site? Any digging or other ground disturbing activities such as clearing and grubbing? Will a building be constructed? Will an existing building be renovated or rehabilitated? Will parking be added or subtracted? Any changes to the traffic amount or flow due to the project? Provide any renderings that are available of the existing project site and the planned work. Be specific about actions, such as replacement of windows/doors, new construction, etc. Will the completed project include storage facilities, maintenance facilities or an operation center?

List of actions required upon existing property to achieve complete project (e.g., clear 5 acres of wooded land, demolish building, culvert and cover creek, etc.)

Are there physical changes that are not obvious in the site plan? (e.g., excavation for a basement, fuel storage) Are there going to be any residential or business displacements?

Logical termini, alignment, mode, and technology (if a linear project).

Has thorough planning for the proposed project occurred? (3 out of 4 are typically enough to begin NEPA.) Any feasibility or environmental studies been completed? If so, please attach to the checklist document.

List of any public involvement done for the project, to date, if any

Has the community affected by the project been informed? If so, when was the community engaged/informed? Is there any potential controversy? Are there any local organizations that should be informed?

Property Acquisition: Unless an early or at-risk (hardship or protective buy) acquisition meets the conditions, property cannot be acquired until NEPA is **complete** and an environmental determination or decision document has been issued by FTA TR04. This restriction is found in FTA's environmental regulations ([23 CFR 771.113](#)) and includes offers to purchase the property or any other commitment to purchase the property or to proceed to a settlement ([FTA Circular 5010.1E](#)). Project sponsors should contact FTA TR04 with any questions about potential timing of property acquisitions and their corresponding NEPA documentation.

Examples, which can be either implied or explicit, of prohibited acquisition activities during the NEPA process include:

- Any offer to purchase;
- Any negotiation to purchase;
- Any discussion on price;
- Any commitment to purchase or establishing any conditions of purchase; and,
- Any commitment to proceed to settlement.

Equity Analysis: Be sure to review and understand your responsibilities per [49 CFR Section 21.5\(b\)\(3\)](#) for **facility** construction projects. Additionally, please review and comply with [FTA Title VI Circular](#).

The more information FTA knows about a project, the more accurate we can be in assigning the most appropriate level of environmental analysis.

Updated 10/15/2021

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

COMMISSIONER OF ROADS AND REVENUE DAWSON COUNTY

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor C corporation S corporation Partnership Trust/estate

LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

Other (see instructions) **LOCAL GOVERNMENT**

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____

(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See Instructions.

25 JUSTICE WAY, SUITE 2313

6 City, state, and ZIP code

DAWSONVILLE, GA 30534

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number

				-			-				
--	--	--	--	---	--	--	---	--	--	--	--

OR

Employer identification number

5	8	-	6	0	1	1	8	8	2
---	---	---	---	---	---	---	---	---	---

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person Astalis Johnson Date 8/13/2024

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

[Project Overview](#)

[Project Details](#)

[Project Funding](#)

[Project Documents](#)

Funding

Project Information

Commissioner of Roads and Revenue of Dawson County Operating Assistance up to 50% Federal Share

UPIN: BCT0002764

Created by: Lee Adkins on 8/6/2024 11:26:13 AM

Project Status: In Development

Last Modified by: Dawn Johnson on 8/21/2024 12:35:47 PM

[Delete](#)

Project Funding Summary

Year: 2026

Requested: \$425,862

Status: Not Submitted

Allocated: \$0

Encumbered: \$0

[Return to Funding Requests](#)

- [Budget](#)
- [Comments](#)

Project Budget

Expense

Budget Code	Category	Amount
-------------	----------	--------

5011.01	Building and Maintenance	\$0.00
5011.02	Administrative	\$0.00
5011.03	Asst. Transit Director	\$0.00
5011.04	Finance Director	\$0.00
5011.05	HR/Compliance Manager	\$0.00
5011.06	Operations Manager	\$0.00
5011.07	Safety Manager	\$0.00
5011.08	Maintenance Manager	\$0.00
5011.09	Director Salary	\$26,822.00
5011.10	Supervisor Salary	\$0.00
5011.11	Bookkeeper Salary	\$0.00
5011.12	Secretary Salary	\$0.00
5011.99	Other	\$0.00
5015 Administration Fringe Benefits		
5015.01	Health/Medical Insurance	\$4,380.00
5015.02	Life Insurance	\$200.00
5015.03	Dental Insurance	\$0.00
5015.04	FICA	\$2,070.00
5015.05	Retirement Pensions	\$1,250.00
5015.06	Other Insurance	\$0.00
5015.07	Unemployment Insurance	\$0.00
5015.08	Workmans Compensation	\$0.00
5015.09	Uniform/Clothing Allowance	\$0.00
5015.10	Paid Absence (Vacation, Sick, Holiday)	\$0.00
5020 Administration Services		
5020.01	Janitorial/Labor Services	\$0.00
5020.02	Legal Services	\$0.00
5020.03	Payroll Services	\$0.00
5020.04	CPA Services	\$0.00
5020.05	Computer Services/Design/Program	\$0.00
5020.06	Data Processing Services	\$0.00
5020.07	Administrative/Consulting Services	\$0.00
5020.08	Advertising Services/Fees	\$150.00
5020.09	Security Services	\$0.00
5020.10	Temporary Help Services	\$0.00
5020.11	Leases and Rentals Office Equipment	\$250.00
5020.12	Leases and Rentals Facilities	\$0.00
5020.13	Drug and Alcohol Services / Testing	\$500.00
5020.14	Audit	\$2,000.00
5020.99	Other	\$0.00
5039 Administration Materials and Supplies Consumed		
5039.01	Office Supplies	\$2,500.00
5039.01	Printing	\$0.00
5039.99	Other	\$0.00
5040 Administration Utilities		
5040.01	Electric	\$0.00
5040.02	Gas	\$0.00
5040.03	Water/Sewer	\$0.00
5040.04	Garbage	\$0.00
5040.05	Telephone	\$1,000.00
5040.99	Other	\$0.00
5050 Administration Insurance		
5050.01	Physical Damage	\$0.00
5050.02	Liability and Property	\$0.00
5050.03	Recoveries	\$0.00
5050.04	Vehicle Insurance	\$2,300.00
5060 Administration Taxes		
5060.01	Vehicle Licensing and Reg. Tax	\$0.00
5060.02	Property Tax	\$0.00
5060.03	Other	\$0.00
5090 Administration Miscellaneous Expense		

[Project Overview](#)

[Project Details](#)

[Project Funding](#)

[Project Documents](#)

Comments

Project Information

Commissioner of Roads and Revenue of Dawson County Operating Assistance up to 50% Federal Share

UPIN: BCT0002764

Created by: Lee Adkins on 8/6/2024 11:26:13 AM

Project Status: In Development

Last Modified by: Dawn Johnson on 8/26/2024 10:36:52 AM

Delete

Project Funding Summary

Year: 2026

Requested: \$425,862

Status: Not Submitted

Allocated: \$0

Encumbered: \$0

[Return to Funding Requests](#)

- [Budget](#)
- [Comments](#)

Comments

Add New Comment

Subject	Comment	User	Date
Select	Administration and Operating Salaries and Fringe increased due to anticipated changes in grades to help retain employees along with starting salaries for new employees. Also includes COLA, merit, and longevity increases. Worker's Compensation adjusted for Operating Salaries due to information from Finance Department. Fuel and Lubricants increased due to increased fuel costs. Other cash grants including Revenue subcontracted from Deanna Specialty/TNT, inc. through DHS is remaining the same at \$65,000. We are working on an increase from them, but have had no response.	Dawn Johnson	8/26/2024 10:36:52 AM

5090.01	Dues and Subscriptions	\$650.00
5090.02	Travel and Meetings	\$3,200.00
5090.03	Postage	\$0.00
5090.04	Bank and Merchant Fees	\$0.00
5090.05	Indirect Expenses (Must Have Approval)	\$0.00
5090.99	Other	\$0.00
5011 Operating Labor		
5011.01	Driver / Operator Salaries and Wages	\$167,764.00
5011.02	Driver / Operator Overtime	\$0.00
5011.03	Dispatchers	\$61,697.00
5011.04	Mechanics	\$0.00
5011.05	Bus Washers	\$0.00
5011.06	Employees in Training Salaries and Wages	\$0.00
5011.99	Other	\$0.00
5015 Operating Fringe Benefits		
5015.01	Health/Medical Insurance	\$75,055.00
5015.02	Life Insurance	\$500.00
5015.03	Dental Insurance	\$0.00
5015.04	FICA	\$17,530.00
5015.05	Retirement Pensions	\$5,500.00
5015.06	Other Insurance	\$0.00
5015.07	Unemployment Insurance	\$0.00
5015.08	Workmans Compensation	\$7,744.00
5015.09	Uniform/Clothing Allowance	\$2,500.00
5015.10	Paid Absence (vacation/sick/holiday)	\$0.00
5015.99	Other	\$0.00
5020 Operating Services		
5020.01	Temporary Health Service	\$0.00
5020.02	Vehicle Maintenance/Repair	\$9,000.00
5020.03	Towing and Wrecker Services	\$0.00
5020.04	Leases and Rentals Equipment	\$0.00
5020.99	Other	\$0.00
5030 Operating Fuel and Lubricants		
5030.01	Fuel and Lubricants	\$38,000.00
5030.99	Other	\$0.00
5032 Operating Tires and Tubes		
5032.01	Tires and Tubes	\$0.00
5032.99	Other	\$0.00
5039 Operating Materials and Supplies Consumed		
5039.01	Auto Parts	\$0.00
5039.02	Medical/Safety Equipment or Supplies	\$0.00
5039.03	Fire Extinguishers	\$0.00
5039.04	Cleaning Supplies	\$1,500.00
5039.05	Vehicle Supplies/Small Tools	\$0.00
5039.99	Other	\$0.00
5060 Operating Taxes		
5060.01	Property Tax	\$0.00
5060.02	Fuel Tax	\$0.00
5060.99	Other	\$0.00
5090 Operating Miscellaneous		
5090.01	Miscellaneous	\$3,000.00
5090.02	Marketing	\$0.00
5101 Operating Purchased Transportation Services		
5101.01	Purchased Transportation Services	\$0.00
		Expenses
		\$437,062.00
Ineligible Expenses		
Category		Amount
Ineligible Expenses		
Ineligible Expenses		\$0.00
Revenue		
Budget Code	Category	Amount

Farebox		\$11,200.00
Non-Eligible Purchase of Service Revenue/Contract Revenue		\$0.00
Non-Calculated Revenues		
Contract Revenue		\$0.00
Contract Revenue from Reserve		\$0.00
Advertising Income		\$0.00
Contract Maintenance Revenue - Sold Maintenance Service		\$0.00
Investment Income		\$0.00
Local - Local Tax Levied		\$0.00
Other Federal Cash Grants		\$65,000.00
Other Revenue		\$0.00
	Revenues	\$11,200.00
	Total Expenses	\$437,062.00
	Total Revenues (minus)	\$11,200.00
	Net Project Cost	\$425,862.00
Federal Request:		
Federal Amount:	50.00%	\$212,931.00
Match Required:		
	50.00%	\$212,931.00
State Source		
Match Source	Local	\$212,931.00
Match Source		
Match Source		
Match Source		
	Total Match	\$212,931.00
	Over/Under	\$0.00

Save

Cancel

Last Modified: Budget updated by Dawn Johnson, 8/21/2024 12:35:47 PM

Dawson Transit

Rural Public Transportation System For The General Public

Dawson Co.	Mon-Fri	\$2.00 each direction
Dahlonega	Mon-Fri	\$4.00 each direction
Cumming	Tues & Thurs	\$4.00 each direction
Gainesville	Tues & Thurs	\$6.00 each direction

Fee applies to all riders over 6 years of age

Rider must provide a child safety seat for all children under 6

Riders under 12 must be accompanied by an adult 18 yrs. or over

All rides are booked on a first come first serve basis

Please provide a 48 hr. advanced notice prior to desired ride

*These fares and area of service are
subject to change at any time*

Hours of operations Mon-Fri 8:00a.m.-4:00p.m.

**To schedule a ride or
for more information please call**

706-344-3603

Dawson Transit

*Sistema público rural del transporte
Para el público en general*

Dawson Co.	Lunes-Viernes	\$ 2.00 cada dirección
Dahlonega	Lunes-Viernes	\$ 4.00 cada dirección
Cumming	Martes & Jueves	\$ 4.00 cada dirección
Gainesville	Martes & Jueves	\$ 6.00 cada dirección

El costo se aplica a *todas las personas* mayores de 6 años de edad

La persona debe proporcionar a *asiento de seguridad del niño* para todos los niños debajo de 6 años

Persona debajo de 12 años debe ser acompañado por un adulto 18 de años

Las reservaciones serán de acuerdo *a la primera persona que llame*

Proporcione su cita por favor 24 horas antes de su reservación

*Estos precios y el área del servicio pueden
a cambiar en cualquier momento*

Horas de las operaciones
Lunes-Viernes 8:00 a.m. - 4:30 p.m.

**Para programar una cita o
para más información llame por favor al**

706-344-3603

entiendo algo de español



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Senior Services-Transit

Work Session: 9-5-2024

Prepared By: Dawn Johnson

Voting Session: 9-19-2024

Presenter: Lee Adkins

Public Hearing: Yes No

Agenda Item Title: Request for updated Federal Transit Administration Title VI Program

Background Information:

FTA Title VI Program has to be updated every 3 years with 2024 being an updated year.

Current Information:

Updates made to FTA Title VI Program due to census and RLS recommendations. RLS provides training, technical assistance, and transportation management and operations consulting services to small, medium and large public transit systems, federal and state departments of transportation, government agencies, and paratransit operators.

Budget Information: Applicable: Not Applicable Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Approve updated Federal Transit Administration Title VI Program

Department Head Authorization: Dawn Johnson

Date: 8-19-2024

Finance Dept. Authorization: Vickie Neikirk

Date: 8/26/24

County Manager Authorization: J. Leverette

Date: 8/27/24

County Attorney Authorization:

Date:

Comments/Attachments:

Update due September 30, 2024.



***Federal Transit Administration
Title VI Program***

Dawson County Transit

September 19, 2024,

Plan expires September 19, 2027

Title VI Plan Table of Contents

The Dawson County Transit Title VI plan includes the following elements:

Table of Contents

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Section 1: Title VI Plan Approval

Title VI Plan Adopted on: 2024 _____

Adopted by: Dawson County Board of
Commissions _____

Signature(s): _____

Approval:

Section 2: Title VI Policy Statement

Policy Statement

Dawson County Transit, operating as a public transit provider, as a recipient of Federal Transit Administration (FTA) grant dollars either directly from FTA or through the Georgia Department of Transportation (GDOT), will comply with the Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the U.S. Department of Transportation implementing regulations, FTA Circular 4702.1B, and GDOT Public Transportation requirements as specified in Master Grant Agreement, and State Management Plan. Dawson County Transit operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act.

Section 3: Title VI Notice to the Public

Title VI Notice to the Public

Notifying the Public of Rights Under Title VI

Dawson County Transit

Dawson County Transit operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the ABC Transit.

- For more information on Dawson County Transit’s civil rights program or Title VI obligations, the procedures for, or to file a complaint, please contact:

Dawn Johnson, Title VI Coordinator
706-344-3700, (TTY 800-255-0056)

Email: djohnson@dawsoncountyga.gov;

Or visit our administrative office at

201 Recreation Rd, Dawsonville, GA, 30534

For more information, visit www.dawsoncountyga.gov

- For transportation-related Title VI matters, a complaint may also be filed directly with GDOT’s Equal Employment Opportunity Office: Title VI Liaison, 600 West Peachtree Street N.W. Atlanta, GA 30308; via phone: 404-631-1972; TTY: 711 or email: civilrights@dot.ga.gov

or to

- Federal Transit Administration, Office of Civil Rights, Director
East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC, 20590.
 - If information is needed in another language, contact 1-800-752-6096.
 - Si se necesita información en otro idioma, comuníquese con 706-344-3700.

The **Dawson County Transit** Notice to the Public is posted in the following locations:

1. Dawson County Transit Office
2. Dawson County Senior Center
3. Dawson County Transit buses

Sample Title VI Notice to the Public in Spanish

Notificación al Público de Derechos Bajo el Título VI

- Dawson County Transit opera sus programas y servicios sin distinción de raza, color y origen nacional, según el Título VI de la Ley de Derechos Civiles. Cualquier persona que cree o que ha sido perjudicada por una práctica discriminatoria ilegal bajo el Título VI puede presentar una queja con Dawson County Transit.
- Para obtener más información sobre el programa de derechos civiles o los obligaciones Título VI de Dawson County Transit, o para obtener más información sobre los procedimientos para, o a presentar una queja, se pone en contacto con:

Dawn Johnson, Coordinador del Título VI
706-344-3700, (TTY 800-255-0056)

Correo electrónico: djohnson@dawsoncountyga.gov;

O visite a nuestra oficina administrativa en:

201 Recreation Rd, Dawsonville, GA, 30534

Para más información, visite a: **www.dawsoncountyga.gov**

- Para asuntos de transporte relacionados con el Título VI, también se puede presentar una queja directamente ante la Oficina de Igualdad de Oportunidades en el Empleo (Oficina de EEO, en Inglés,) del GDOT: Title VI Liason, 600 West Peachtree Street N.W. Atlanta, Georgia 30308; vía telefónica: 404-631-1972; TTY: 711 o correo electrónico: civilrights@dot.ga.gov

o, a:

- Administración Federal de Tránsito (FTA), Oficina de Derechos Civiles, Director East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.
- Si se necesita información en otro idioma, comuníquese con 404-631-1972.

Section 4: Title VI Complaint Procedure

Any individual, group of individuals or entity that believes they have been discriminated against on the basis of race, color, or national origin by Dawson County Transit may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form.

If the complainant is unable to reduce the complaint to writing, please contact the Title VI Coordinator using the information below, and a staff member will help dictate the complaint or provide other necessary assistance.

Any individual having filed a complaint or participated in the investigation of a complaint shall not be subjected to any form of intimidation or retaliation. Individuals who have cause to think that they have been subjected to intimidation or retaliation can file a complaint of retaliation following the same procedure for filing a discrimination complaint.

A complaint must be filed with Dawson County Transit no later than 180 days after the following:

1. The date of the alleged act of discrimination; or
2. The date when the person(s) became aware of the alleged discrimination; or
3. Where there has been a continuing course of conduct, the date on which that conduct was discontinued of the latest instance of the conduct.

Once the complaint is received, Dawson County Transit will review it to determine if our office has jurisdiction. A copy of each Title VI complaint received will be forwarded to the agency's Title VI Coordinator. The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office.

Dawson County Transit has 60 days to investigate the complaint. If more information is needed to resolve the case, the ABC Transit may contact the complainant requesting further information. The complainant has **30** business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within **30** business days, Dawson County Transit can administratively close the case.

After the investigator reviews the complaint, the agency will issue one of two (2) letters to the complainant: a closure letter or a letter of finding (LOF).

- ✓ A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed.
- ✓ A letter of finding (LOF) summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur.

If the complainant wishes to appeal the decision it must direct the appeal back to the agency. The complainant has 30 days after receipt of the closure letter or the letter of finding to do

so. The appeal will be investigated and decided by a separate party than the Title VI Coordinator (or other official who issued the initial decision). The appeal process information will be included in the letter.

Written Title VI Complaints, or any questions regarding Title VI protections, should be forwarded to:

Dawn Johnson, Title VI Coordinator
706-344-3700, (TTY 404-631-1972)
Email: djohnson@dawsoncountyga.gov
Or visit our administrative office at
201 Recreation Rd, **Dawsonville, GA 30534.**

For transportation-related Title VI matters, a complaint may also be filed directly with GDOT's Equal Employment Opportunity Office: Title VI Liaison, 600 West Peachtree Street N.W. Atlanta, GA 30308; via phone: 404-631-1972; TTY: 711 or email: civilrights@dot.ga.gov

Or

Federal Transit Administration, Office of Civil Rights, Director
East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

If information is needed in another language, please contact 1-800-752-6096.

Si necesita información en otro idioma, por favor llame (1-800-752-6096).

Section 5: Title VI Complaint Form

**Dawson County Transit
Title VI Complaint Form**

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
E-Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No

Section III:

I believe the discrimination I experienced was based on (check all that apply):

Title VI: Race Color National Origin

Other (specify): _____

Date of Alleged Discrimination (Month, Day, Year): _____

Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.

Section IV

Have you previously filed a Civil Rights related complaint with this agency?

Yes

No

Section V

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes No

If yes, check all that apply:

Federal Agency: _____

Federal Court _____

State Court _____

State Agency _____

Local Agency _____

If marked Yes in Section V, please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:
Address:
Telephone:
Section VI
Name of agency complaint is against:
Contact person:
Title:
Telephone number:

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

**Dawson County Transit System
Dawn Johnson, Director (Title VI Coordinator)
201 Recreation Rd
Dawsonville, Ga 30534
706-344-3700
djohnson@dawsoncountyga.gov**

Section 6: List of Title VI Investigations, Complaints and Lawsuits

The Dawson County Transit maintains a list or log of all Title VI investigations, complaints and lawsuits, pertaining to its transit-related activities.

Check One:

There have been no investigations, complaint and/or lawsuits filed against us since the last plan submission.

	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, or national origin)	Status	Action(s) Taken
Investigations				
1.				
2.				
Lawsuits				
1.				
2.				
Complaints				
1.				
2.				

Section 7: Public Participation Plan

Dawson County Transit's Public Involvement Philosophy

Dawson County Transit welcomes and values public involvement. GDOT and its recipients believe that well-designed, proactive public involvement improves its planning and policy efforts and ultimately leads to better decisions, better projects, and maximized, long-term public benefits. Creating long-term, sustainable systems requires our agency to embrace outside skills and knowledge, including input from the public. Advantages of enhanced public involvement include:

- Increased public collaboration. Citizen collaboration on projects benefits our agency's processes and outcomes, promoting public participation and respectful, productive dialogue.
- Decisions that better reflect diverse interests. Consulting with all identifiable interests helps Dawson County Transit better understand and reflect the full range of community values and livability standards.
- Efficient transportation decision implementation. Early public involvement fosters better decision making and reduces costly project plan revisions and change orders.
- Enhanced agency credibility. Increased public involvement results in more meaningful and better interactions between Department personnel and customers. This interaction aids everyone. The agency better understands public concerns, and customers gain an appreciation of the agency and its responsibilities.
- Dawson County Transit proactively involves the public in addressing transportation issues. The agency communicates its mission and goals to the widest audience possible and considers feedback received from transportation stakeholders and the public.

The agency embraces several specific goals:

- Provide for open and continuous communication to incorporate public input into decision-making and inform the public of planning, program functions, project activities, designs, and construction.
- Implement a public involvement strategy to identify and use agency resources to inform the public of our activities and receive public input. The strategy will establish levels (based on the nature and complexity of the activity) for communicating with transportation stakeholders and the public.
- Consult with local governments in identifying transportation needs, coordinating projects, and selecting viable solutions.
- Respond quickly and transparently to concerns expressed about agency activities and educate the public about transportation programs and issues.
- Review and update the public involvement strategy and process as needed, continuously evaluate public outreach activity effectiveness, and use the results to improve the program.
- Ensure minorities and low-income populations have opportunities to participate in the public involvement process.
- Foster internal communication and training to promote public involvement process understanding and implementation.

Strategies and Desired Outcomes

To promote inclusive public participation, Dawson County Transit will employ the following strategies, as appropriate (make these determinations based on a demographic analysis of the population(s) affected, type of plan, program and/or service under consideration, and the resources available):

- ✓ Provide for early, frequent and continuous engagement by the public
- ✓ Select accessible and varied meeting locations and times
- ✓ Employ different meeting sizes and formats
- ✓ Use social media in addition to other resources as a way to gain public involvement

- ✓ Use radio, television or newspaper ads on stations and in publications that serve LEP populations. Outreach to LEP populations may also include audio programming available on podcasts.
- ✓ Expand traditional outreach methods by visiting ethnic stores/markets and restaurants, community centers, libraries, faith-based institutions, local festivals, etc.

In addition to these general strategies, Dawson County Transit has also employed these specific strategies or activities:

- Create a new brochure in English and Spanish
- Create postings on social media concerning transit operations
- Work with non-profit agencies letting them know about transit and participate in activities

Public Outreach Activities

The public outreach and involvement activities conducted by Dawson County Transit since the last Title VI Program submission are summarized in the table below.

Specific Public Participation activities are listed in the table below:

Event Date	Dawson County Transit Staffer(s) or Department	Activity	Communication Method (Public notice, posters, social media)	Notes
August 2023	Staff	Distribute brochures/discuss operations, games	Social media, notice in paper, email	Over 400 people attended the event
2023-2024	Staff	Discuss and distribute brochures to Non-Profit Health Clinic	Brochures	Ongoing
2023-2024	Staff	Speak to Rotary Club on Transit	Speaking engagement	65 people attending

Section 8: Four Factor Analysis and LEP Data

What does it mean to be Limited English Proficient (LEP)?

LEP individuals do not speak English as their primary language and therefore have a limited ability to read, write, speak, or understand English. Many LEP persons are in the process of learning English and may read, write, speak, and/or understand some English, but not proficiently. LEP status may be context-specific – an individual may have sufficient English language skills to communicate basic information (name, address etc.) but may not have sufficient skills to communicate detailed information in English.

Background

Federal law prohibits discrimination based on national origin. National origin discrimination includes discrimination based on a person's inability to speak, read, write or understand English. Recipients of Federal funds must provide meaningful access to LEP individuals.

On August 11, 2000, Executive Order 13166, titled, "Improving Access to Services by Persons with Limited English Proficiency," was issued. Executive Order 13166 requires Federal agencies to assess and address the needs of otherwise eligible persons seeking access to federally conducted programs and activities who, due to LEP cannot fully and equally participate in or benefit from those programs and activities. Section 2 of the Executive Order 13166 directs each Federal department or agency "to prepare a plan to improve access to...Federally conducted programs and activities by eligible LEP persons...."

Framework for Deciding when Language Services are Needed

Dawson County Transit will take the following steps to ensure meaningful access to its programs, services, and activities for LEP individuals in a manner that balances the following four factors.

FOUR-FACTOR ANALYSIS

The Four Factor Analysis is a local assessment that considers:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the agency;
2. The frequency with which LEP persons come into contact with the agency's services and programs;
3. The nature and importance of the agency's services and programs in people's lives; and
4. The resources available to the agency for LEP outreach, as well as the costs associated with that outreach.

Factor One: The number or proportion of LEP persons eligible to be serviced or likely to be encountered by Dawson County Transit

The first step in determining the appropriate components of a Language Assistance Plan is understanding the proportion of LEP persons who may encounter our agency's services, their literacy skills in English and their native language, the location of their communities and neighborhoods and, more importantly, if any are underserved as a result of a language barrier.

To do this, the agency evaluated the level of English proficiency and to what degree people in its service area speak a language other than English and what those languages are. Data for this review is derived from the United States Census and the American Community Survey. The most recent data available for the state were the ACS 2018-2022 five-year estimates.

Service Area Overview

Dawson County Transit service area encompasses Dawsonville/Dawson County. Home to 26,023 people spread over 214 square miles, the service area's population speaks 7 different language groups. However, the overall numbers of residents who speak English 'less than very well' are very low. Of the total service area population of 26,023, 200, or .00768551% of the population of residents, report speaking English less than very well. A

breakdown of the language groups, and those speaking English less than very well, are shown below.

	Dawson County, Georgia	
Label	Estimate	
Total:	26,023	
Speak only English	24,491	
Spanish:	1,135	
Speak English "very well"	868	
Speak English less than "very well"	267	1.03%
French, Haitian, or Cajun:	0	
Speak English "very well"	0	
Speak English less than "very well"	0	
German or other West Germanic languages:	63	
Speak English "very well"	52	
Speak English less than "very well"	11	0.04%
Russian, Polish, or other Slavic languages:	72	
Speak English "very well"	0	
Speak English less than "very well"	72	0.29%
Other Indo-European languages:	168	
Speak English "very well"	93	
Speak English less than "very well"	75	0.31%
Korean:	0	
Speak English "very well"	0	
Speak English less than "very well"	0	
Chinese (incl. Mandarin, Cantonese):	0	
Speak English "very well"	0	
Speak English less than "very well"	0	
Vietnamese:	0	

Speak English "very well"	0	
Speak English less than "very well"	0	
Tagalog (incl. Filipino):	92	
Speak English "very well"	50	
Speak English less than "very well"	42	0.16%
Other Asian and Pacific Island languages:	2	
Speak English "very well"	0	0.00%
Speak English less than "very well"	2	0.01%
Arabic:	0	
Speak English "very well"	0	
Speak English less than "very well"	0	
Other and unspecified languages:	0	
Speak English "very well"	0	
Speak English less than "very well"	0	

<https://data.census.gov/cedsci/> Table C16001

The Safe Harbor Provision

The U.S. Department of Transportation (U.S. DOT) has adopted the U.S. Department of Justice’s Safe Harbor Provision. This provision outlines circumstances that can provide a “safe harbor” for U.S. DOT recipients (and sub-recipients) regarding translation of vital documents. Specifically, if a recipient provides written translation of vital documents for each LEP group that constitutes the lesser of 1,000 persons or five percent (5%) of the total population eligible to be served or likely to be affected or encountered, such action is considered strong evidence of compliance with the recipient’s written translation obligations.

The Safe Harbor Provision only applies to the translation of written documents. It does not affect the agency's requirement to provide meaningful access to LEP individuals through oral language services.

A vital document is any document that is critical for ensuring meaningful access to the recipients' major activities and programs by beneficiaries generally and LEP persons specifically. Whether or not a document (or the information it solicits) is "vital" may depend upon the importance of the program, information, encounter, or service involved, and the consequence to the LEP person if the information in question is not provided accurately or in a timely manner.

The data above shows that just one language meets the Safe Harbor threshold—Spanish. Dawson County is home to 267 people (1.41% of the population) who speak Spanish, and speak English less than very well. The number of people who speak other languages and English less than very well all comprise under 0.1% of the population each.

1) The number of people that speak other languages and English less than very well all comprise under 1.84 % for a total of 469 people. They speak Spanish, German or other West Germanic, Russian, Polish, or other Slavic, Other Indo European, Tagalong, Asian and Pacific Island.

Designation of Vital Documents

Based on the limited population of Spanish speakers who also speak English less than very well, no languages meet the Safe Harbor Threshold in our service area. The agency is therefore not designating any vital documents at this time. However, any unmet language needs will still be met as described in the Language Access Plan, below.

Factor Two: The frequency with which LEP persons come into contact with Agency services and programs.

Dawson County Transit recognizes the importance of taking measures to gauge LEP needs. Dawson County Transit Coordinator communicates with drivers to let them know of

language barriers and logs them into our software system to let drivers know of any LEP issues. Dawson County has no one at this time that falls into the LEP category.

Factor Three: The Importance of the Agency's Service to People's Lives

Dawson County Transit services likely affect every community member in some way. Our transit services are used daily by people who do not have access to their own transportation. Our services allow riders access to grocery stores, medical appointments, work, social service agencies, social activities, and a variety of other essential destinations. Some LEP persons are immigrants with no legal way to access a driver's license at this time.

Finally, Dawson County Transit's planning process relies on input from the public. The agency's services are therefore important to LEP person's lives, and must be accessible to everyone, regardless of ability to speak English.

Factor Four: Resources and Costs for LEP Outreach

Given that Dawson County Transit has a very limited number of LEP citizens, we can meet the needs of its LEP population through relatively simple means. In the event assistance in a rare language is needed, Dawson County Transit can reach out to local colleges or county staff members to find staff who are proficient and may be willing to assist. Other free resources include the use of Google Translate or other technology-based translation services. Our agency can utilize Google Translate to interpret simple comments or messages left on our social media or in real time if necessary to communicate without advance warning an interpreter is needed.

Dawson County Transit recognizes there will be times when professional interpretation or translation services are needed. In those cases where a citizen needs to communicate with us in another language. Our agency employees have access to a telephonic interpretation service called Language Line. This is a pay-as-needed service under which the agency is billed per minute for service. This makes the service affordable. We can also use Google Translate and our smart phones. Finally, Dawson County Transit will pay for document translation services when needed. These resources give our agency the ability to perform outreach with the LEP population at a reasonable cost.

Section 9: Language Assistance Plan

As a recipient of federal US DOT funding, Dawson County Transit is required to take reasonable steps to ensure meaningful access to our programs and activities by limited-English proficient (LEP) persons.

Limited English Proficient (LEP) refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. This includes those who have reported to the U.S. Census that they speak English less than very well, not well, or not at all.

The Dawson County Transit’s Language Assistance Plan includes the following elements:

1. The results of the *Four Factor Analysis*, including a description of the LEP population(s), served.
2. A description of how language assistance services are provided by language
3. A description of how LEP persons are informed of the availability of language assistance service
4. A description of how the language assistance plan is monitored and updated
5. A description of how employees are trained to provide language assistance to LEP persons

Four Factor Analysis Results: LEP Populations Served

Item #1 – Four Factor Analysis Results: LEP Populations Served
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The data above shows that just one language meets the Safe Harbor threshold—Spanish. Dawson County is home to 267 people (1.41% of the population) who speak Spanish, and speak English less than very well. The number of people who speak other languages and English less than very well all comprise under 0.1% of the population each.

1) All languages that have the lesser of 1,000 people, or 5% of the service area’s population, that speak English “less than very well”. State that these language(s) (if any) meet the Safe Harbor Threshold. If none do, state that.

2) The number of people that speak other languages and English less than very well all comprise under 1.84 % for a total of 469 people. They speak Spanish, German or other West Germanic, Russian, Polish, or other Slavic, Other Indo European, Tagalong, Asian and Pacific Island.

Item # 2 – Description of how Language Assistance Services are Provided, by Language

The Dawson County Transit has identified, developed, and uses the following:

- a) Individuals who have contact with the public are provided with “I Speak” language cards to identify language needs in order to match them with available services. Language cards verified and distributed by the Director as need.
- b) Any other need for translated documents or interpretation services will be provided on an as-needed basis. That is, anyone requesting specific information in a non-English language will be provided it upon request. The agency will use its internal resources to meet this need, when available. Otherwise, the agency will reach out to the network of resources it has developed, or hire a translator or interpreter as needed.

Item #3 – Description of how LEP Persons are Informed of the Availability of Language Assistance Service

In order to ensure that LEP individuals are aware of Dawson County Transit’s language assistance measures, Dawson County Transit provides the following:

- Title VI Program including the Language Assistance Plan is made available on website, if applicable, and hard copy in central office.
- Drivers and dispatchers are provided “I Speak” language cards to identify language needs in order to match them with available services.
- The agency’s website includes language stating, “If you need assistance or information in another language, please contact (404) 631-1972.” This message is provided in every language identified as meeting the safe harbor threshold, as well as all languages identified as representing at least 1% of the service area.

Item #4 – Description of how the Language Assistance Plan is Monitored and Updated

Dawson County Transit will continue to update the LEP plan as required by U.S. DOT. At a minimum, the Title VI Plan will continue to be reviewed and updated every three (3) years in conjunction with the Title VI submission and use data from the U.S. Decennial Census or the American Community Survey as available, or when it is clear that the concentrations of LEP individuals are present in the ABC Transit service area.

Updates will continue to include the following:

- The number of documented LEP person contacts encountered annually.
- How the needs of LEP persons have been addressed.

- Determination of the current LEP population in the service area.
- Determination as to whether the need for translation services has changed.
- Determine whether local language assistance programs have been effective and sufficient to meet the need.
- Determine whether ABC Transit’s financial resources are sufficient to fund language assistance resources needed.
- Determine whether Dawson County Transit has fully complied with the goals of this LEP Plan.
- Determine whether complaints have been received concerning Dawson County Transit’s failure to meet the needs of LEP individuals

<p>Item #5 – Description of how Employees are Trained to Provide Language Assistance to LEP Persons</p>

The following training will be provided to Dawson County Transit staff:

- Information on the Dawson County Transit Title VI Procedures and LEP responsibilities.
- Description of language assistance services offered to the public.
- Use of “I Speak” language cards (used to identify language preference).
- Documentation of language assistance requests.
- How to handle a potential Title VI / LEP complaint.

“I Speak” Language Identification Card

Note: For additional languages visit the US Census Bureau website

Mark this Box if you speak...	Language Identification Chart	Language
	Mark this box if you read or speak English	English
	Marque esta casilla si lee o habla español	Spanish
	Kos lub voj no yog koj paub twm thiab hais lus Hmoob	Hmong
	如果说中国在方框内打勾	Chinese
	Xin ñàunh daáu vaø oâ naøy neáu quyù vò bieát ñoïc vaø noui ñöôic Vieät Ngöô.	Vietnamese
	당신이 한국어 말할 경우 이 상자를 표시	Korean
	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	Tagalog
	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen	German
	Отметить этот флажок, если вы говорите по-русски	Russian
	Означите ову кућицу ако говорите српски	Serbian
	आप हिंदी बोलते हैं तो इस बक्से को चिह्नित करें	Hindi
	پر نشان لگائیں تو اس باکس بولتے ہیں اردو اگر آپ	Urdu

<http://www.lep.gov/ISpeakCards2004.pdf>

Log of LEP Encounters

Date	Time	Language Spoken By Individual <i>(if available)</i>	Name and Phone Number of Individual <i>(if available)</i>	Service Requested	Follow Up Required	Staff Member Providing Assistance	Notes

Section 10: Minority Representation Information

Dawson County Transit does not have any transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient. This section is inapplicable.

Section 11: Providing Assistance to and Monitoring Subrecipients

1. Does agency provide funding to subrecipients?

No, the agency does not have subrecipients.

Section 12: Title VI Equity Analysis for Facility Acquisition

Title 49 CFR, Appendix C, Section (3)(iv) requires “the location of projects requiring land acquisition and the displacement of persons from their residences and business may not be determined on the basis of race, color, or national origin.” For purposes of this requirement, “facilities” does not include bus shelters, as they are considered transit amenities. It also does not include transit stations, power substations, or any other project evaluated by the National Environmental Policy Act (NEPA) process. Facilities included in the provision include, but are not limited to, storage facilities, maintenance facilities, operations centers, etc. Has the agency built a facility?

No, the agency has not built a facility.

Section 13: Fixed Route Transit Providers Service Standards and Policies

FTA Circular 4702.1B, Chapter III, Paragraph 10: All fixed route transit providers shall set service standards and policies for each specific fixed route mode of service they provide.

Dawson County Transit:

is a fixed route transit provider

is **not** a fixed route transit provider