DAWSON COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA - THURSDAY, SEPTEMBER 14, 2017 DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM 4:00 PM

NEW BUSINESS

- 1. Presentation of KARE for Kids request to utilize county property during 2017 Mountain Moonshine Festival David McKee, Public Works Director
- 2. Presentation of request to amend contract #292-17 Rehabilitation Project of Four Dawson County Roads to include scope of work for Thompson Bridge Road- David McKee, Public Works Director/Melissa Hawk, Purchasing Manager
- 3. Presentation of request to cancel the B+C Consulting SR Hwy. 53 Overlay Contract Jason Streetman, Planning & Development Director
- 4. County Manager Report
- 5. County Attorney Report

EXECUTIVE SESSION

Backup material for agenda item:

1. Presentation of KARE for Kids request to utilize county property during 2017 Mountain Moonshine Festival - David McKee, Public Works Director



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: F	<u>'ublic Works</u>				Work Ses	sion: <u>9-28-17</u>			
Prepared By:	<u>McKee</u>			Votin	ng Session: <u>10-</u>	<u>5-17</u>			
Presenter: Da	vid McKee			Public Hea	ring: Yes	_ No			
Agenda Item	Title: Request fo	or KARE for Kids	s to use County	Parking Lots					
Background Ir	nformation:								
within Daws		KARE puts on	•	rovides Christm Moonshine Fe					
Current Inform	nation:								
	KARE has requested the use of the county parking lots for use during the moonshine festival for parking. KARE will provide all insurance certificates in Dawson County BOC name.								
Budget Inform	ation: Applicat	ole: Not	Applicable: <u>xx</u>	Budgeted: Yes	No _				
Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining			
Recommenda	tion/Motion: <u>Mo</u>	tion to approve	KARE for Kids	to utilize the cou	ınty parking lots	<u>i</u>			
Department H	ead Authorization	on: <u>David McKe</u>	<u>:e</u>		Date: <u>9-6-</u>	<u>17</u>			
Finance Dept.	Authorization: \(\)	Vickie Neikirk			Date: <u>9/6/</u>	2017			
County Manag	ger Authorization	n: <u>DH</u>			Date: <u>9/06</u>	<u>6/17</u>			
County Attorno	ey Authorization	1:			Date:				
Comments/Att	achments:								
KARE Letter	, Lease Agreem	ent, insurance o	certificate						

KARE for Kids, Inc.

P.O. Box 211 Dawsonville, GA 30534 706-216-KARE (5273)

Chairman and Commissioners,

As you are most likely aware, the 50th Annual Mountain Moonshine Festival is right around the corner, this year the festival will be held on the weekend of October 27th, 28th and 29th,.

KARE for Kids would like to ask you to allow us to use your parking areas to help accommodate the large number of people that will be coming to our city for this event. As done in previous years, we will charge a parking fee of \$10.00 per vehicle that will go to aid needy children in Dawson County. Other Dawson County organizations have agreed to staff the lots and collect fees. All money made from parking will be split between the organization parking your lot and KARE for Kids, Inc.

As many business owners have asked, KARE for Kids, Inc. is a 501(C)(3) non-profit organization and is fully insured.

For more information on how we are helping to make a difference in the lives of children in our community, we invite you to visit our website at www.kareforkids.org; you can also find information on our upcoming events for this year and volunteer opportunities.

Thank you again, and we look forward to your continued support. Please let Tiffany or I know if you have any questions. 706-216-KARE (5273)

Sincerely,

David McKee President KARE for Kids, Inc.

LEASE AGREEMENT

For and in consideration of the mutual promises contained herein and other good and valuable consideration, Dawson County, Georgia (hereinafter referenced as "County") and KARE for Kids, Inc., a 501(c)(3) non-profit organization (hereinafter referenced as "KARE for Kids"), agree to this lease agreement as follows:

1. Premises

The County agrees to lease to KARE for Kids parking areas at the County Courthouse/Administrative Center, County Extension Office, Health Department, Elections Office, Library, and other County Offices (K.H. Long Building) within Dawsonville ("leased premises").

2. Term

This lease shall be for the days of October 28, 2017 and October 29, 2017.

3. Use of Premises

The leased premises shall be used by KARE for Kids only for purposes of the 50th Annual Mountain Moonshine Festival and for no other purpose. KARE for Kids shall not use the leased premises or allow or permit the leased premises to be used in any way or for any purpose that the County, in its sole discretion, deems hazardous. KARE for Kids shall be responsible for providing maintenance for the leased premises. Litter and trash shall be removed from the leased premises by KARE for Kids at the conclusion of the 50th Annual Mountain Moonshine Festival on October 28, 2017.

4. Insurance

KARE for Kids shall, at its expense, maintain comprehensive public liability insurance for any occurrence resulting in property damage, bodily or personal injury or death and consequential damages arising therefrom and shall provide the County a certificate of insurance for such liability insurance policy and shall list Dawson County as an additional named insured on the liability insurance policy.

5. <u>Indemnity</u>

KARE for Kids agrees to indemnify and hold harmless the County, the County's officers, agents, and employees from and against all liability, loss, costs, damages, fees and expenses (including attorney's fees) for any suit, claim, settlement, award, penalty, fine, defense or judgment because of any loss or damage to any person, property, or right arising out of or in consequence of this lease and KARE for Kids' operations authorized in accord with this lease. This indemnity shall apply whether or not the loss or damage is caused or alleged to be caused in whole or in part by the joint or concurrent act or omission (whether negligent or otherwise) of KARE of Kids or the County or their agents, employees, invitees, permittees or guests. This

indemnity shall not extend to acts caused by the lone, sole negligence or other act of any person or party claiming benefit of this provision.

6. Entire Agreement

This lease contains the entire agreement of the parties and no representation, inducement or promise, oral or otherwise, between the parties not embodied herein shall be of any force and effect unless in writing and signed by both parties hereto. If any of the terms of this lease shall be finally determined to be invalid or unenforceable in whole or in part, then the remaining provisions hereof shall remain in full force and effect and shall be binding upon the parties hereto.

7. <u>Law</u>	
This lease shall be interpreted and con	strued under the laws of the state of Georgia.
This day of	, 2017.
DAWSON COUNTY	ATTEST
By: Billy Thurmond, Chairman	By: Danielle Yarbrough, County Clerk
KARE FOR KIDS, INC.	ATTEST
By: Name:	By: Name:
Title:	Title:

Backup material for agenda item:

2. Presentation of request to amend contract #292-17 Rehabilitation Project of Four Dawson County Roads to include scope of work for Thompson Road- David McKee, Public Works Director/Melissa Hawk, Purchasing Manager



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: F	ublic Works				Work Ses	ssion: <u>09/14/17</u>
Prepared By: I	Melissa Hawk/	<u>McKee</u>			Voting Se	ession: <u>9/21/17</u>
Presenter: Day	vid McKee/Mel	issa Hawk		Pu	blic Hearing: Ye	es <u>x</u> No
Agenda Item 7	Title: Contract #	£292-17 Rehabil	itation Project o	f Four Dawson	County Roads	- Amendment
Background In	formation:					
Four Dawson Road and Ste	County Roads o ve Tate Highwa	f Commissioners n May 4, 2017. Th y as part of the S for Thompson Ro	he scope of work SPLOST VI project	contracted inclutions to the contracted include the contracted includes the co	uded Tanner Road ear 2017. Althoug	d, Kelly Bridge gh included in
Current Inform	ation:					
although no submitted pre Budget Inform	longer obligate eviously at the obtained attion: Applica	award of the and agreed to concost of \$925,899 ble: x Not Appli Thompson Bri	omplete the am 9.20. cable:		f work at the sa	-
Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
324	4420	541401-R31			\$925,899.20	
Dawson Coun	ty Roads with 0	approve an am CW Mathews in ttached contrac	the amount of \$			-
Department H	ead Authorizati	on: <u>David McKe</u>	<u>e</u>		Date: <u>9-0</u>	<u>6-17</u>
Finance Dept.	Authorization:	Vickie Neikirk			Date: <u>9-0</u>	<u>7-17</u>
County Manag	ger Authorizatio	n:			Date:	
County Attorne	ey Authorization	n:			Date:	<u> </u>
Comments/Att	achments:					



DAWSON COUNTY PURCHASING DEPARTMENT 25 JUSTICE WAY, SUITE 2223, DAWSONVILLE, GA 30534

PHONE: 706-344-3500 X 42223 FAX: 706-531-2728

EMAIL: mhawk@dawsoncounty.org

CONTRACT AMENDMENT

This amendment by and between the Contractor and Dawson County Board of Commissioners defined below shall be effective as of the date this Amendment is fully executed.

	DAWSON COUNTY CONTRACT
Contractor's Full Legal Name:	C.W. Matthews Contracting Co., Inc.
Contract No.:	292-17
Solicitation No./Event ID:	292-17
Solicitation Title/Event Name:	Rehabilitation Project for Four Dawson County Roads
Contract Award Date:	May 4, 2017
Current Contract Term:	May 25, 2017 until project accepted by Dawson County Public Works staff.
Amendment No.:	1

WHEREAS, the Contract is in effect through the Current Contract Term as defined above; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

The Contractor shall perform all the work required, implied or reasonably inferable from this Contract Amendment, all in accordance with specifications and amendments of the Project and in accordance with the bid, specifications and amendments as outlined in Invitation for Bid #292-17 Rehabilitation Project for Four



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EMAIL: mhawk@dawsoncounty.org

CONTRACT NUMBER: 292-17

Dawson County Roads for the Alternate portion for Thompson Road as set forth in Exhibit A of this contract amendment.

The Owner shall pay, and the Contractor shall accept, as full and complete payment for all of the work required in the Bid Documents and amendments, the fixed sum as set forth in Exhibit B for furnishings, materials, labor and equipment necessary for the completion of this amendment. The sum set forth in the Exhibit B shall constitute the Contract Price which shall not be modified except by Change Order as provided in this Contract. Actual quantities used for the subject work will be verified and paid using unit pricing as detailed on the Price Proposal Form, unless stipulated as "lump sum".

- 2. **SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
- 3. ENTIRE AGREEMENT. Except as expressly modified by this Amendment, the contract shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the contract (including any written amendments thereto), collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

CONTRACTOR

Contractor's Full Legal Name:
(PLEASE TYPE OR PRINT)
Authorized Signature:
Printed Name and Title of Person Signing:
Date:
Company Address:



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PHONE: 706-344-3500 X 42223 FAX: 706-531-2728

EMAIL: mhawk@dawsoncounty.org

DAWSON COUNTY

Authorized Signature:
Printed Name and Title of Person Signing:
Date:
Address:



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PHONE: 706-344-3500 X 42223 FAX: 706-531-2728

EMAIL: mhawk@dawsoncounty.org

CONTRACT NUMBER: 292-17

Exhibit A

Scope of Work

Contractors must provide all equipment, materials and labor to complete the scope of work.

- All connector roads and all driveways shall be tied in to make a smooth transition as agreed upon by the Owner and the Contractor.
- All GDOT paving specifications shall be met upon completion of the project.
- Paving plan and design mix shall be presented with bid proposal.
- Contractor shall work daylight hours only, 6 days per week Monday-Saturday, until October 1st. Beginning October 1st, Contractor shall work daylights hours only, 5 days per week Monday Friday.
- Contractor pricing will include all driveway tie in, as well as intersections and turn lanes.
- Contractor pricing will include seeding, sewing and dressing all shoulders to 3% no more than 4% fall following final paving. Shoulders shall be a minimum of 2' from edge of payment as approved by Public Works Director prior to sewing/seeding and straw. Any deviation will be pre-approved by the Public Works Director. Shoulder shall be re-built with materials agreed upon by the Owner and the Contractor, not including millings.
- Contractor pricing will include adjusting all mailboxes 2' from edge of pavement.
- Contractor pricing shall include all signage where required during and upon completion of the paving project to meet MUTCD.
- All traffic control shall be the responsibility of the contractor.
- Materials Transfer Vehicle (MTV) shall be utilized throughout the entire project.
 MTV and paving equipment shall meet the following:
 - MTV has a truck unloading system which receives mixture from the hauling equipment and independently delivers mixtures from the hauling equipment to the paving equipment. Has mixture remixing capability by either a storage bin in the MTV with a minimum capacity of 14 tons (13 megagrams) of mixture and a remixing system in the bottom of MTV storage bin, or a dual pugmill system located in the paver hopper insert with two full length transversely mounted paddle mixers to continuously blend the mixture as it discharges to a conveyor system. Provides to the paver a homogeneous, non-segregated mixture of uniform temperature with no more than 20 °F(18 oC) difference between the highest and lowest temperatures when measured transversely across the width of the mat in a straight line at a distance of one foot to three feet from the screed while the paver is operating.
- If the MTV malfunctions during spreading operations, discontinue placement of hot mix asphaltic concrete after there is sufficient hot mix placed to maintain



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CONTRACT NUMBER: 292-17

Scope of Work (cont)

traffic in a safe manner. However, placement of hot mix asphaltic concrete in a lift not exceeding 2 in. (50 mm) may continue until any additional hot mix in transit at the time of the malfunction has been placed. Cease spreading operations thereafter until the MTV is operational.

- Contractor to provide all temporary raised pavement markers (TRMP) during reclaiming work.
- Contractor shall pave reclaimed surface within three (3) days of an acceptable PSI break
- Any deviation of the start date of each phase will be agreed upon by the Owner and Contractor. No phase shall take more than 120 days unless agreed upon by the Owner and the Contractor.

-End of Exhibit A-



DAWSON COUNTY PURCHASING DEPARTMENT 25 JUSTICE WAY, SUITE 2223, DAWSONVILLE, GA 30534

PHONE: 706-344-3500 X 42223 FAX: 706-531-2728

EMAIL: mhawk@dawsoncounty.org

CONTRACT NUMBER: 292-17

Exhibit B

Price for Thompson Road

Line Item	Description	Estimated Quantity	Unit	1	Unit Cost		Total Estimated Cost
Thompson Road:	Intersection of SR 9 S						
2.49 Miles							
Phase 1 - 1	Traffic Control, Shoulder	1	LS	\$	83,251.70	\$	83,251.70
	10" Cement Reclaimed						
	Base (Includes temp						
Phase 1 - 2	raised lane markers)	35,410	SY	\$	4.50	\$	159,345.00
Phase 1 - 3	Portland Cement - 55lb/S	975	TN	\$	151.50	\$	147,712.50
Phase 1 - 4	19MM Asphalt Binder 2	4,000	TN	\$	71.67	\$	286,680.00
Phase 1 - 5	1.5" 12.5MM SP Aspha	3,000	TN	\$	82.97	\$	248,910.00
				To	tal Cost	\$	925,899.20

-End of Exhibit B-

Backup material for agenda item:

3. Presentation of request to cancel the B+C Consulting SR Hwy. 53 Overlay Contract - Jason Streetman, Planning & Development Director



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: <u>F</u>	ln. & Dev.			Wo	ork Session: <u>09/</u>	14/2017		
Prepared By:	J. Streetman			Vot	ting Session: 09	9/21/2017		
Presenter: <u>J. S</u>	Streetman			Public Hea	ring: Yes <u>x</u> No			
Agenda Item ⁻	Γitle: Cancelatio	n of B+C Consu	ıltants SR Hwy.	53 Overlay Stu	dy/plan			
Background Ir	formation:							
This contract was approved mid- 2016; primarily to provide development overlay for Hwy. 53 from 400/53 intersection down to the Forsyth County line. The GA 400 overlay as approved already covers a large swath of Hwy. 53 within its boundaries. As such, this leaves an area of Hwy. 53 approximately 8/10's of a mile in length and being such a short distance, the planning staff believes that extending the GA 400 corridor overlay would be the most practical and cost effective measure.								
Current Inform	nation:							
overlay guide and mostly ti	The cost for B+C to do this project is approximately \$45k. I feel we could extend the GA 400 corridor overlay guidelines to this small portion of Hwy. 53 and any cost will be far less than the original project and mostly tied to postage/advertising and mapping we could do in house. I would think less than \$1,000 and we could absorb this cost within our existing budget as approved.							
Budget Inform	ation: Applicat	ole: Not Applica	able: Bu	udgeted: Yes <u>x</u>	No			
Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining		
Recommenda	tion/Motion:							
Department H	ead Authorizatio	on: <u>J. Streetmar</u>	<u>1</u>		Date: <u>08/3</u>	<u>30/17</u>		
Finance Dept.	inance Dept. Authorization: Date:							
County Manaç	ger Authorization	n: <u>DH</u>			Date: <u>9/06</u>	<u>6/17</u>		
County Attorn	ey Authorization	c			Date:	<u> </u>		
Comments/Att	achments:							
This request	is for the BOC t	o cancel the co	ntract so planni	ng staff can in h	ouse move forv	vard the		

This request is for the BOC to cancel the contract so planning staff can in house move forward the process of extending the GA 400 corridor overlay guidelines down Hwy. 53 to the Forsyth County line. Staff has already identified potentially impacted parcels within this proposed extension and is ready to move forward with a time line of dates for open houses, planning commission and BOC meetings/approval for adoption.

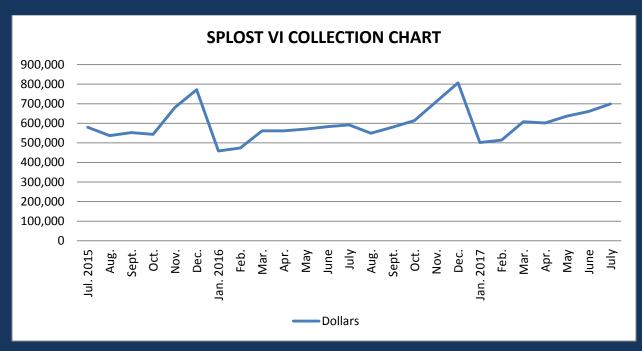
16

Backup material for agenda item:

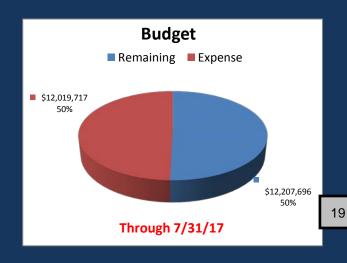
4. County Manager Report

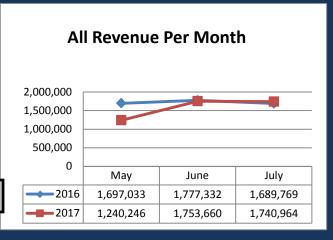


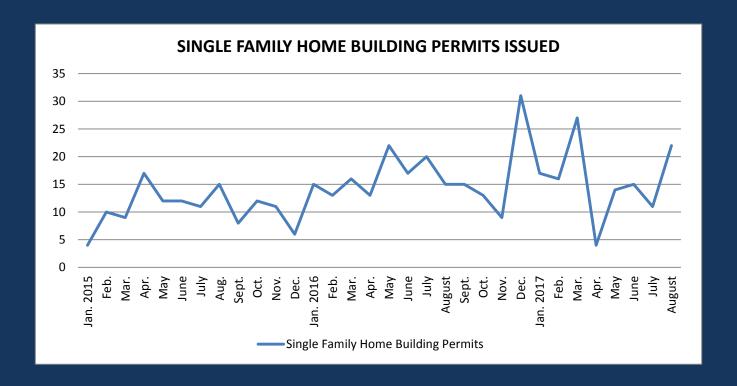
Key Indicator Report
August 2017

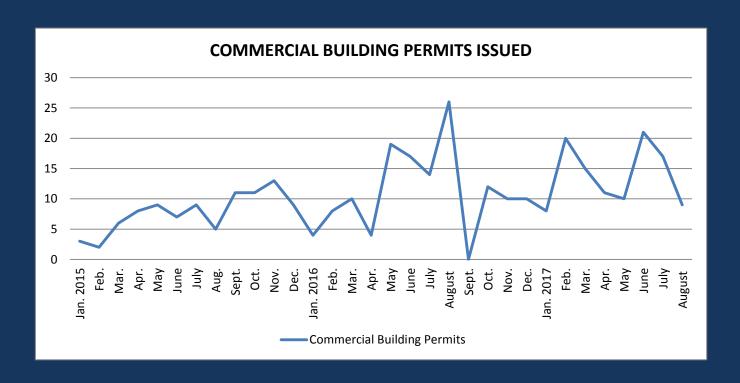


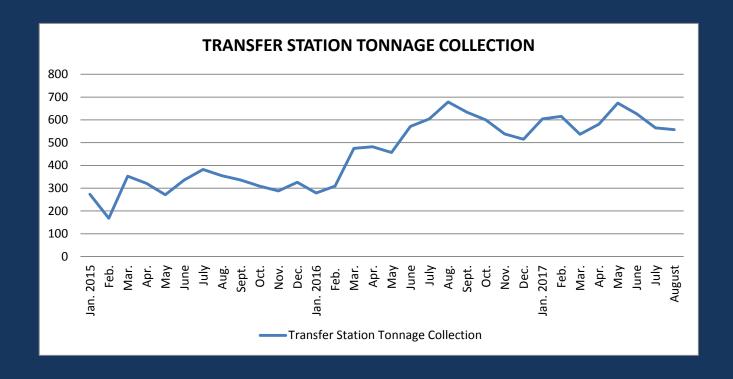


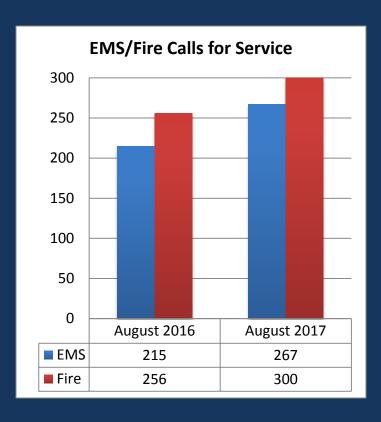


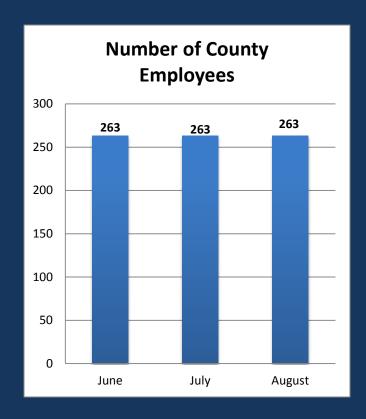


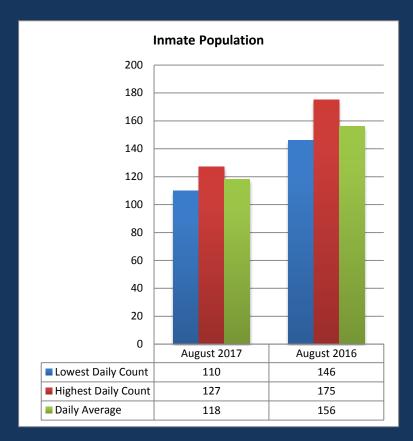


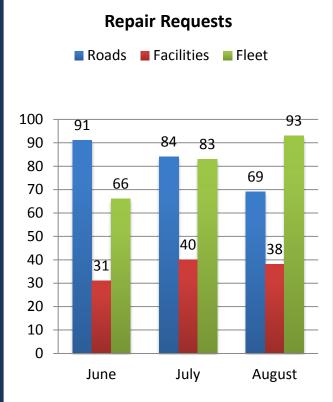














Elections/Registrar Monthly Report - August 2017

New Applications/Transfers In: 330

• Changes/Duplicates: 1040

Cancelled/Transferred Out: 131

• Total Processed: 1501

HIGHLIGHTS

Voter Registration Projects:

- NCOA (National Change of Address) confirmation notices (O.C.G.A. § 21-2-233) continue to come in. Out
 of 926 notices; thus far 541 have been returned for processing. These notices are generated for
 comparison of change of address information supplied by US Postal Service with conflicting address
 information on voter rolls. Returned pieces will go through detailed processing to each respective voter
 record. This is one of three clean up processes to voter records in odd years.
- No Act for 2 General Elections list has been completed (O.C.G.A. §21-2-235). This is the second voter registration cleanup tool. All inactive voters who have made no contact within a 4 year period will be moved to cancelled. A cancelled voter would need to register again in order to vote. There are 810 cancelled voters whose application will be pulled, cancelled written on them and moved to our delete files.
- The larger numbers in changes/duplicates are due somewhat to the NCOA cleanup process. However, most are due to the "opt out" of registering to vote on the DDS application for driver's license renewal. Previously you had to check a box if you wish to be registered to vote. After a new DDS regulation, you are now automatically registered unless you check "opt out", thus creating a lot of duplicates for those already registered to vote. This will be an ongoing increase.

Elections Projects:

- Municipal General Election November 7, 2017
 - Qualifying: August 21-24 (M-T) 8:30 4:30 daily at Board of Elections & Registration office. 4 candidates qualified – Angie Smith (I), Mike Sosebee (I), Mark French, Steve Tolson
- The purchase of gently used voting units to replace aging equipment, after BOC approval, has moved through Purchasing & Finance; funds have been allocated and purchase order has been processed. We are currently waiting on voting units to be shipped to KSU for acceptance testing.

Highlights of plans for upcoming month:

- NCOA notice cleanup project is an ongoing process.
- Aged election directional signage replacement project, still in process.
- Voting Equipment will be tested and prepared, supplies ordered for Absentee Voting for November Municipal Election.

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<u>Dawson County Emergency Services Monthly Report – August 2017</u>

Fire Responses	June	July	August
2015	288	266	282
2016	256	287	256
2017	279	306	300
EMS Responses	June	July	August
2015	224	201	235
2016	212	216	215
2017	226	269	267

Plan Reviews: August: 26

EMS Revenue:

July 2015 - \$ 50,382.11 July 2016 - \$ 43,299.81

• 16.5% Decrease

Plan Review and Inspection Revenue Total: \$5,100.00

• County: \$4,500.00

• City: \$600.00

Business Inspections Total: 40

County Follow up: 01

• City Follow up: 0

County Final Inspection: 21

• City Final Inspection: 06

• County Annual Inspections: 12

• City Annual Inspections: 0

HIGHLIGHTS

Dawson County Emergency Services Projects:

- Training hours completed by staff: 1155 including post fire decontamination training for all shifts; Battalion and Captain communications training; Georgia Fire Academy Fire Behavior Class
- Community Risk Reduction activities: total interaction 260 people; 149 kids, 111 adults, two CBI Classes at DCHS – 58 students
- CPR people Trained 22
- Smoke detector installations: 02
- Search and Rescue: 0
- Fire investigation: 05
- Child Safety Seat Installation 04
- Total water usage: 3,000 gals
- EWSA: 3000 gals
- City: 0 gals
- <u>0-Fires</u> an excellent example of the numbers in this area that we want to achieve every month!
- Staff activities: received Board approval to accept the SAFER Grant for nine personnel on 17 August; presented to Board on 24 August reference revised agreement with EWSA for fire hydrant installation vote expected on 7 September; attended the Georgia Fire Service Conference in Athens; attended the Georgia Firefighter and Standards raining Council meeting and Georgia Mutual Aid Group meeting in Athens; attended the Georgia State Emergency Medical Services Advisory Committee meeting at GPSTC; attended the EMS Sub Committee meeting of the Georgia Trauma Commission in Atlanta; participated in the Region B Healthcare Coalition Table Top Exercise; Kick off Meeting for the 2017 Hazard Mitigation Plan Update; met with Planning and Zoning staff regarding code enforcement and combining of some inter department efforts; MDA Boot Drive began on 31 August



MONTHLY REPORT

For Period Covering the Month of AUGUST 2017

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Removed two large street signs	Veterans Memorial Park
2	Repaired outside lights	Historic Court House
3	Installed New FM 200	Government Center
4	Hired 4 new employees	Facilities
5	Trimmed shrubs	Gov Center/Historic Court House
6	Met with some Dept Heads at Chappell Building to liquidate furniture	Chappel Building
7	Working with purchasing on different contracts for 2018	
8	HVAC pm on all county building other than Government Center (Set Point)	
9	Working with GA Power on high power bills (received \$8000 credit)	Government Center
10	Had fiber installed	Rock Creek Park
11	Received quotes on gutters	Fire Station #6
12	Roof repair	New Jail
13	Delivered furniture to depts from Chappell Building	
14	Presented the Boom Lift to the Board of Comm. For approval	
15	Major roof leaks repaired	New Jail
16	Meeting with phone company for replacement phones county wide	
17	Replaced out side lights	Health Department
18		
19		
20		
21		
22		
23		
24		
25		
26	Total Work Orders for the month = (38)	Facilities
27	Total Community Service for the month = (0)	Facilities

These numbers do not reflect daily/ weekly routine duties to include:

Cutting of grass and landscape maintenance on all county properties

Cutting of grass and landscape maintenance on all five (5) parks on the west side of county

Cleaning of the new government center and other county owned buildings, offices and facilities

Emptying outside trash receptacles at county owned buildings

Collecting and recycling of all county buildings, offices and facilities

Noted By:	
JAMES TOLBERT	, Facilities Director



Finance Monthly Report - August 2017

FINANCE HIGHLIGHTS

- LOST Collections: \$614,883 up 18.03% compared to 2016
- SPLOST Collections: \$698,736 up 18.03% compared to 2016; 14.67% over projections for July 2017; Total SPLOST VI collections: \$14,953,281
 - \$593,926 County Portion (85%)
 - \$104,810 City Portion (15%)
- **TAVT:** \$119,692 (July) and \$80,577 (August)
- See attached Revenue and Expenditure Comparison for 2017
- **Total County Debt:** \$2,916,350 (See attached Debt Summary)
- Audit Status: The 2016 audit is complete.
- EMS Billing Collections: \$65,725 for August; \$470,732 YTD
- **Budget Status:** The 3rd public budget hearing for the 2018 budget will be 9/7/17 at 6:00 pm.
- Monthly Donations/Budget Increases: \$40,195

(Increase of budget for purchase of 65 voting units: \$39,195, Firework Permit Fees: \$1,000)

PURCHASING HIGHLIGHTS

Formal Solicitations

- On-Call Plumbing Services
- Commercial Generator Repair & Maintenance Service
- Pest Control/Termite Services
- Bulk De-Icing Salt
- Insurance Broker Services
- Fire Alarm/Fire Extinguishers/Sprinkler System Repairs & Maintenance

Informal Solicitations

None

Quotes for less than \$25,000 this month

- Gasoline Fleet
- Diesel Fleet
- Calcium Chloride Pellets Roads
- 50' Trailer-Mounted Boom Facilities
- Architectural Design for Pool House Parks

Purchases for less than \$25,000 that did not get required quotes this month

None

Pending Projects

- 50' Trailer-Mounted Boom Facilities
- Disposal Service Agreement
- Banking
- Bulk De-Icing Salt
- Pest Control

- Commercial Generator Maintenance
- Inmate Medical Services
- Emergency Medical Supplies
- Fire Alarm/Sprinkler/Extinguisher Maintenance
- Natural Gas
- On-Call Electrical & Plumbing Service
- Copiers
- Tires
- Road Striping

Work in Progress

- Hazard Mitigation Plan Update Fire
- Property Revaluation & Equalization Project Tax Assessor
- Pool House Demo/Rebuild Parks
- 4 Road Rehab Project Roads
- LED Message Board Sign at VMP

Future Bids

■ Other 2017 Bids

Future Bids - SPLOST VI

- Spreader Body Dump Truck Roads
- Pothole Patching Machine Roads
- Equipment for Public Works
- Water Filtration System for DCGC & DCSO Facilities
- Parking Lot Repairs at Veterans Park Parks
- Other 2017 SPLOST Projects



ACTUAL COMPARISON JANUARY - DECEMBER 2017

				_				_				- +	
MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec*	YTD
2016 REVENUE	921,793	1,569,223	1,585,578	1,770,358	1,697,033	1,777,332	1,689,769	1,691,667	1,667,390	2,876,635	1,815,325	2,172,723	21,234,826
2017 REVENUE	984,370	1,707,882	1,672,633	1,814,854	1,240,246	2,340,851	1,740,964						11,501,800
% CHANGE	7%	9%	5%	3%	-27%	32%	3%	-100%	-100%	-100%	-100%	-100%	-46%
2016 EXPENSE	1,189,206	1,474,618	1,591,524	2,015,669	1,492,386	2,089,529	1,515,629	1,645,949	2,049,184	1,507,297	1,752,356	1,928,110	20,251,457
2017 EXPENSE	1,161,984	1,542,103	2,331,651	1,704,469	1,673,057	1,921,850	1,684,603						12,019,717
%CHANGE	-2%	5%	47%	-15%	12%	-8%	11%	-100%	-100%	-100%	-100%	-100%	-41%
				•					•	•			
2015 Total Rev-Exp \$	(177,614) \$	165,779 \$	(659,018) \$	110,385 \$	(432,811) \$	419,001 \$	56,361 \$	- \$	- \$	\$ - !	\$ -	\$ - \$	(517,917)

REVENUE

YTD 2016 11,011,086 YTD 2017 11,501,800 % Changed 4.46%

EXPEDITURES

YTD 2016 11,368,561 YTD 2017 12,019,717 % Changed 5.73% *NOTE: Adjustments will be made during the year-end close out. The actual revenue and expenditure totals are subject to change pending normal year-end adjustments such as accruals and results of the audit.



Fleet Maintenance and Fuel Center Monthly Report –August 2017

<u>FLEET</u>

Preventative Maintenance Performed: 27

• Tires Mounted: 28

• Repair Orders Completed: 93

• Labor Hours: 214.8

Labor Cost Savings: \$7,943.30

(Comparison of the Fleet Maintenance rate of \$43.02 per labor hour to outsourced vendors rate of \$80.00 per labor hour)

• Parts Cost Savings: \$1,666.75

(Comparison of Dawson County's parts discounts to outsourced markup; average 20%)

• Total Cost Savings for October: \$9,610.05

FUEL CENTER

Average fuel center price per gallon:

Gasoline: \$1.88 Diesel: \$2.03

Fuel Center Usage - Dawson County and Board of Education

Gasoline: 12,210.1 gallons; 900 transactions Diesel: 8,370.1 gallons; 189 transactions

Fuel Center Usage - Etowah Water and City of Dawsonville

Gasoline: 1,704.2 gallons; 81 transactions Diesel: 406.50 gallons; 13 transactions

Revenue from Etowah Water and City of Dawsonville: \$118.57

HIGHLIGHTS

- •
- •
- •



Human Resources Department Monthly Report - August 2017

POSITION CONTROL

Positions approved by BOC: 443

• # of filled F/R Positions: 263

of filled F/T Positions: 0

of filled Grant Funded Positions: 6

• # of filled P/R Positions: 41

• # of filled P/T Seasonal Positions: 12

• # of Supplemental Positions: 51

of Vacant Positions: 41#of Frozen Positions: 29

• % of Budgeted/Actual Positions: 84%

ADDITIONAL INFORMATION

FMLA/LOA tracking: 5

WC and/or P & L Claims filed: 3 Unemployment Claims received: 0 Performance Evaluations received: 4

HIGHLIGHTS

Positions Advertised/ Posted: 7

Facilities- Administrative Specialist

Facilities- Building Maintenance Mechanic

Facilities- Grounds Maintenance Worker

Parks & Rec.- Athletic Assistant

Senior Center-Transit Driver

Sheriff's Office- CJIS Compliance Specialist

Sheriff's Office- Warrants/Civil Clerk

Applications Received: 15

New Hires added into system: 8

Kara Wilkins- Administration

Kristen Cloud- Administration

George Pittman- Facilities

Sherri Maxwell- Facilities

Nancy Chambers- Family Connection Christopher Shelton- Sheriff's Office

Jason Redd- Sheriff's Office Sherri Burrus- Treatment Court

Terminations Processed: 5

Teresa Christian- Emergency Services

Patrick Apoian- Sheriff's Office

Russell Garrett- Sheriff's Office

• Sherri Burrus- Treatment Court

Heather Herrington- Treatment Court

Additional Highlights for August

- Submitted Annual CMS (Centers for Medicare & Medicaid Services) Disclosure Report
- Began planning Fall Employee Flu Shot Clinic



<u>Information Technology – August 2017</u>

Calls for Service: 109

• Service Calls Completed: 109

Highlights

- Finished upgrade in Sheriff Office Training room
- Still in the process of setting up off site data back-up
- In process of putting fiber at Rock Creek complex



Marshal Monthly Report - August 2017

- Alcohol License Establishment Inspections: 5
- Alcohol Pouring Permits Issued: 52
- Animal Control Calls Handled: 85
- Animal Bites to Human investigated: 2
 - o 2 Quarantined -
- Animals Taken to DC Humane Society: 51
- Dangerous Dog Classification: 2
- Citations Issued: 0
- Complaint Calls/In Field Visits: 67
- After hour calls: 0
- Erosion Site Visits: 6
- E-911 Addresses Issued: 21
- Non-conforming Signs Removed: 0

HIGHLIGHTS

Dawson County Est. 1857

Dawson County Board of Commissioners

Planning and Development Monthly Report – August 2017

Total Building permits Issued

- o August 2017: 42 up 50%
- o YTD 2017: 356
- o Single Family New Homes: 22 up from 11 in July 100% increase
- o Commercial Buildings: 9 down from 11 in July 18% decrease

Business Licenses Issued:

- o August 2017: 172
- o YTD 2017: 1407

• Total Building Inspections Completed:

- o July 2017: 398 down 6%
- o YTD 2017: 2869

• Variances/Zonings Processed:

- o August 2017: 0
- o YTD 2017: 16

Plats Reviewed:

- o August 2017: 14 up 250%
- o YTD 2017: 85
- Total Stormwater/Erosion Inspections: 17
- Total Stormwater Warnings/Stop Work Orders Issued: 0
- Total Civil Plan Review Meetings: 2
- Total Building Plan Review Meetings: 4

HIGHLIGHTS

Planning & Building Projects:

• Update to the soil and erosion ordinance!

Rock Creek Park	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	T	OTALS
Tv Room	9	11	8	5	8	17	6	6						
Classroom	8		6	4	_	14	2							
Community Room	33	38	42	36	38	49	36	39						
Gyms	198	165	140	128	135	210	220	230						
Small Pav.	1	5	5	9	26	42	43	39						
Large Pav.	0	5	5	12	14	15	10	8						
Fields 7-16	20		160	165	150	160	140	160						
Soccer Fields	25	35	265	260	260	125	25	80						
Tennis Courts	10	15	15	15	15	25	25	25						
Weight Room	224	235	255	268	241	246	195	186						
2 story/upstairs	10	10	10	10	10	10	10	10						
Totals	538	552	911	912	903	913	712	789	(0	0	0	0	6230
Veteran's Memorial Park														
Gym	115	95	55	58	55	52	80	65						
Small Pav.	0	0	2	2	8	11	5	3						
Large Pav.	0	0	2	5	12	8	5	3						
Pool Rentals-Uses	0	0	0	0	22	120	98	32						
Pool Swimmers Season Passes					386	2407	2379	452						
War Hill Park visitors- Day Use					178	298	341	381						
War Hill Park Camping Reservations	6				179	198	195	137						
Fields 1-6	0	25	85	78	60	55	70	75						
Football Field	0	5	0	1	5	15	5	5						
Other	15	15	15	15	15	15	15	15						
Totals	130	140	159	159	920	3179	3193	1168	(0	0	0	0	9048
Fire Station 2	8	9	10	10	7	5	6	10						65
Total	676	701	1080	1081	1830	4097	3911	1967	(0	0	0	0	15343
T-Ball Participants	57	116	116	116	116	15	35	94						
BB Participants	102	250	250	250	250	74	51	181						
Adult League	0	0	120	306	315	315	315	0						
Basketball	278	60	0	0	0	0	0	0						
Football	0	0	0	0	159	163	166	166						
Cheer	0	0	0	0	60	60	62	62						
Wrestling	25	0	0	0	0	0	0	0						
Track	6	21	21	21	22	0	0	0						
Travel	90	90	90	90	90	90	160	160						
Instructional League	47	73	73	73	0	0	0	0						
Softball	38	111	111	111	111	56	14	80						

Totals	967	1436	1126	1351	1694	1197	1018	1013	0	0	0	0	9802
Volleyball	36	71	71	71	0	0	0	0					
Tournament Participation	0	370	0	0	252	105	0	0					
Swim Team	0	10	10	49	55	55	55	0					
Soccer	288	264	264	264	264	264	160	270					



Parks and Recreation Monthly Report –August 2017

Youth Sports Participants

- August 2017: 1013 down 12% compared to same month last year.
- YTD 2017: 9802 up 6% compared to last year

Facility Rentals/Bookings/Scheduled Uses:

- August 2017: 1967 up 41% compared to same month last year
- o YTD 2017: 15,343 up 42% compared to last year

• Adult and Youth Wellness and Specialty Program Participation:

- August 2017: 599 down 87% compared to same month last year due to pool swimmer numbers now being tracked under facility usage.
- YTD 2017: 11,702 down 32% compared to last year due to pool swimmer numbers now being tracked under facility usage.

Total Customers Served:

- o August 2017: 3579 up 4% compared to same month last year
- o YTD 2017: 36,819 up 10% compared to last year

HIGHLIGHTS

Park Special Events:

• Movies in the Park and Free Community Swim held at VMP on August 11th. Approximately 200 people participated in the event.

Park Projects:

- Late Summer fertilization and weed control applications were completed in August
- Total revenue for WHP was \$3164 up 22% over 2016 and total pool revenue was \$1980(down slightly from 2016)

Athletic and Program Summary:

- Football games began in August.
- Fall baseball, softball, tball and soccer practices began in August in preparation for their upcoming fall season.
- Silver Splash wrapped up the 2017 water aerobics classes in August with 113 adults participating in the closing month.
- Additional specialty programs for the month included basketball lessons, adult boot camp, dance classes, water aerobics, Tai Chi and Yoga.

- The DCPR pool began weekend only days/hours on August 5th. For the month of August 484 people used the pool.
- WHP had 518 paying guests for the month of August.

On the Horizon:

- Final day for 2017 pool operations is Monday September 4th.
- Final day for Rotary Island operation is Monday September 4th
- Next Park Board meeting September 11th at 5:30
- Fall baseball, softball and tball games begin Saturday September 16th
- Youth basketball and wrestling registration begins on-line September 11th
- Pups in the Park at RCP, September 23rd
- Basketball and wrestling evaluations and practices begin in late October
- Trunk or Treat October 31st at RCP
- Basketball games and wrestling matches begin in December
- Breakfast with Santa will be held December 2nd at RCP

Monthly Report Totals - 2017

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	ОСТ	NOV	DEC	Total
All Sports Day Camps (1 & 2)	-	-	-	-	-	90	-	-					90
Basketball Lessons	6	6	6	16	16	1	1	-					52
Basketball Pre-Try Out Prep Camp	-	-	-	-	-	-	-	-					0
Battle of the Best Relay for Life Fundraiser	-	1,500	-	-	-	-	-	-					1,500
Boot Camp (all classes)	24	33	35	35	31	21	19	140					338
Breakfast with Santa	-	-	-	-	-	-	-	-					0
Camp of Ballers	-	-	-	-	-	-	-	-					0
Cheerleading Camp	-	-	-	-	-	-	15	-					15
Circuits & Supersets	-	-	-	-	-	-	-	-					0
Community Egg Hunt	-	-	-	1,500	-	-	-	-					1,500
Dance	7	7	9	13	13	-	-	35					84
Dance Camp	-	-	-	-	-	-	-	-					0
Dance Recital	-	-	-	-	100	-	-	-					100
FIT (Functional Interval Training)	-	-	-	13	10	-	-	-					23
Fit Camp/Fit Trail	-	-	-	-	-	5	2	2					9
Fitness Sampler	-	-	-	-	-	-	-	-					0
Guard Prep Camp	-	-	-	-	-	-	-	-					0
Healthy Eating Club	-	-	8	8	-	-	-	-					16
Hula Hoop Fitness Class	-	-	-	-	-	-	-	-					0
Kangoo (all classes)	-	-	-	-	-	-	-	-					0
Kids Fit	-	-	-	-	-	-	-	-					0
Lady Tigers Fundamental Basketball Camp (girls)	-	-	-	-	-	20	-	-					20
Movies in the Park	-	-	-	-	-	500	-	200					700
Pool Swimmers	-	-	-	-	-	-	-	-					0
Pups in the Park	-	-	-	-	-	-	-	-					0
Relay for Life	-	-	-	3,000	-	-	-	-	-	-	-	-	3,000
Rotary Day	-	-	-	-	500	-	-	-					500
Sandy's Basketball Camps	-	-	-	-	-	16	16	-					32
SilverSplash	-	-	-	-	-	-	18	113					131
Speed & Agility Camp	-	-	-	-	_	-	-	-					0
Spring Sports Opening Day	-	-	3,000	-	-	-	-	-					3,000
Swim Lessons	-	-	-	-	-	85	-	-					85
Tai Chi	8	5	5	5	4	4	4	28					63
Tennis Lessons	-	36	36	36	20	24	-	-					152
Tigers Fundamental Basketball Camp (boys)	-	-	-	-	-	24	-	-					24
Trunk or Treat	-	-	-	-	-	-	-	-					0
UFA Soccer Camp	-	-	-	-	-	19	-	-					19
Volleyball Camp/Clinic	-	30	-	-	-	-	15	-					45
Volleyball Lessons	-	-	-	-	3	5	6	-					14
Water Aerobics	-	-	-	-	-	-	17	44					61
Yoga	12	12	20	12	12	12	12	37					129
Zumba	-	-	-	-	-	-	-	-					0

**Beginning with the August 2017 totals, the participation totals are based on daily usage, rather than total number of participants on the class roster.

1,629 3,119 4, 38 709

11,702

"Movies in the Park"

On Friday, August 11, 2017, Dawson County Parks & Recreation hosted it's second, and final, outdoor movie event of the year. Despite the weather in the earlier days and hours leading up to event time, the evening turned out to be perfect for outdoor activities. Numerous families began arriving at the pool for free public swim at 5:00pm and kept the pool hopping until closing time of 8:00pm. More and more families trickled in over the next few hours to enjoy the pre-movie activities, which consisted of a dunk tank, bounce house, freebies, blood donations, and face painting. At dusk, the activities tapered off and everyone made their way to the outfield of Field 1, where approximately 200 people spread out on their blankets and lawn chairs to watch *The Boss Baby*.

Contrary to many other movie nights in the past, we did not have to postpone any activities due to weather. LifeSouth Community Blood Centers, Modern Woodmen of America, and RSM Outreach Project gave away freebies (stickers, pencils, and more), offered free games and children's activities, and helped make the event a huge success. LifeSouth Community Blood Centers also brought their bloodmobile out to allow willing donors to give blood. They ended up with 5 viable donations, which is enough to help save 15 lives our local community hospitals and medical centers. The concession stand boomed with hot dogs, drinks and snacks.

With the presenting sponsorship funds provided by Northside Hospital-Forsyth and the operation of the event by Southern Outdoor Cinema, the movie was available to the public free of charge. Additional sponsors included: Jumping Jacks Inflatables & Party Rentals, Advocare (Karen Armstrong), Creative Movement and Dance, Dawson Insurance, Dawson Pediatrics, DeSalvo Agency LLC, Modern Woodmen of America, LifeSouth Community Blood Centers, Lula Roe (Amanda Earnest), Paparazzi Jewelry (Milissa Johnson), UNG Softball Club.



Public Works Monthly Report -August 2017

ROADS:

• Work Orders: 69

Mowing: 35.96 road miles

o 111.67 (Total miles including all passes)

• Gravel: 539 tons

• Tanner Rd is substantially complete and Kelly Bridge Rd is 65 percent complete, and staking has commenced on Steve Tate Rd.

ENGINEERING/GIS:

Assisted other departments with GIS needs.

• Digitized Culverts crossing county roads.

• Continued process pertaining to LUCA 2020 Census Survey.

TRANSFER STATION:

• Solid Waste: 557.40 Tons

• Recycling: 30.35 Tons

• Recycling scrap metal: 7.87 Tons

Dawson County Est. 1857

Dawson County Board of Commissioners

<u>Dawson County Senior ServicesMonthly Report – August 2017</u>

SENIOR CENTER

- Home Delivered Meals Served
 - o August 2017: 1,422 down 2% compared to same month last year
 - o YTD 2017:10,573 down 1% compared to last year
- Congregate Meals Served
 - August 2017: 615 up 10% compared to same month last year
 - YTD 2017: 4,571 up 11% compared to last year
- Physical Activity Participation(Tai Chi, Silver Sneakers, individual fitness)
 - o August 2017: 656 up 32% compared to same month last year
 - YTD 2017: 4,161 up 28% compared to last year
- Lifestyle Management Participation(art, bridge, bingo, awareness, prevention)
 - o August 2017: 254 up 10% compared to same month last year
 - o YTD 2017: 1,977 up 8% compared to last year

HIGHLIGHTS

AugustEvents:

- Senior Center Clients enjoyed a bucket list trip to Cherokee, NC to see the play "Unto these Hills".
- Silver Sneakers classes continue on Tuesday and Thursday. Tai Chi is offered Monday and Wednesday. Floor and Chair Yoga are held on Fridays. Bible Study is on the First Tuesday and every Thursday as well as Art/Jewelry Classes on Thursday and Friday

Special Dates Coming Soon:

- September 4: Observed Labor Day
- September 11, 18: Bingo
- September 11: Patriot Day
- September 18: Vonda with Heartland Hospice
- September 6, 13, 20, 27: Sit and Stretch
- September 13: Dollar General
- September 12: Health Education with Dedri
- September 6, 20: Walmart
- September 22: Fall Expo
- September 5: Nutrition Education with Michelle
- September 26: Dairy Queen
- September 19: Today's Seniors with Dawn & Krista
- Sept 1: Visit from the Humane Society
- September 25: "Outside the Lines"
- September 29: Music with Bill

TRANSIT

- DOT Trips Provided
 - o August 2017: 190 up 2% compared to same month last year
 - o YTD 2017: 1,877 up 3% compared to last year
- Senior Trips Provided
 - o August 2017: 920 up 13% compared to same month last year
 - o YTD 2017: 5,534 down 5% compared to last year
- # of Miles
 - o August 2017: 8,733 up 11% compared to same month last year
 - o YTD 2017: 60,125 up 2% compared to last year
- Gallons of Fuel
 - o August 2017: 1,163 up 2% compared to same month last year
 - o YTD 2017: 7,616 down 4% compared to last year

HIGHLIGHTS

AugustEvents:

• New transit bus picked up on August 3rd from GDOT to replace older bus. 90% percent of funding for new buses paid for through Federal and State dollars.