

**DAWSON COUNTY BOARD OF COMMISSIONERS  
WORK SESSION AGENDA – THURSDAY, DECEMBER 17, 2020  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
4:00 PM**

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**NEW BUSINESS**

1. Presentation of Request for Funding for Comprehensive Security System Upgrade- Sheriff Jeff Johnson / IT Director Herman Thompson
2. Presentation of Family Connection Fiscal Agent Request- Family Connection Coordinator Nancy Stites
3. Presentation of Request for Approval of FY 2021 Legacy Link Contract Addendum No. 1- Senior Services Director Dawn Johnson
4. Presentation of Veterans Memorial Park Pavilion Rental Fee- Parks & Recreation Director Matt Payne
5. Presentation of Proposed Special Purpose Local Option Sales Tax Intergovernmental Agreement- County Attorney Angela Davis
6. Presentation of Board Appointments:
  - a. Parks & Recreation**
    - i. Tony Keller- *reappointment* (Term: January 2021 through December 2024)
    - ii. Spencer Wright- *reappointment* (Term: January 2021 through December 2024)
  - b. Development Authority**
    - i. Dennis Fedoruk- *replacing Mike Ball* (Term: January 2021 through December 2024)
7. County Manager Report
8. County Attorney Report

***\*A Voting Session meeting will immediately follow the Work 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 AGENDA FORM

Department: Sheriff's Office/IT

Work Session: 12/17/2020

Prepared By: Melissa Hawk

Voting Session: 01/21/2021

Presenter: Jeff Johnson/Herman Thompson

Public Hearing: Yes  No

Agenda Item Title: Presentation of the Request to Fund and to Release RFP for the Comprehensive Security System Upgrade for the Law Enforcement Center/Jail and the Government Center

### Background Information:

Dawson County currently utilizes an integrated security and control system installed and maintained by Accurate Control, which has been in place since approximately 2007 at the Law Enforcement Center, to include the Jail, and since 2011 at the Government Center.

The current equipment is obsolete and becoming harder and harder to obtain parts to allow Accurate Control to maintain workability of the systems. Accurate Control's maintenance manager and technicians have stated the systems have come to a point where the county needs to consider a total upgrade of the comprehensive security system.

### Current Information:

A comprehensive security system upgrade is needed to maintain a secure and safe environment at the Law Enforcement Center/Jail and the Government Center.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
					\$1,500,000	

Recommendation/Motion: The Sheriff's Office and IT respectfully requests the Board determine and approve the method in which the County will fund the project and to approve to allow the Purchasing Manager to release a Request for Proposal for the Comprehensive Security System Upgrade project in Fiscal Year 2021, with a budget of \$1,500,000.

Department Head Authorization: Jeff Johnson

Date: 12/03/2020

Finance Dept. Authorization: Vickie Neikirk

Date: 12/07/20

County Manager Authorization: David Headley

Date: 12/08/2020

County Attorney Authorization:       

Date:       

### Comments/Attachments:

Presentation



War Hill Park

Photo by: Michelle Wittmer Grabowski



# **COMPREHENSIVE SECURITY SYSTEM UPGRADE FOR THE LAW ENFORCEMENT CENTER/JAIL AND THE GOVERNMENT CENTER**

WORK SESSION – December 17, 2020



# Background



- ❖ Dawson County currently utilizes an integrated security and control system installed and maintained by Accurate Control. The Law Enforcement Center's system, to include the Jail, has been in place since approximately 2007 and the Government Center's system since 2011.
- ❖ The current equipment is obsolete and becoming harder to obtain parts to allow Accurate Control to maintain workability of the systems. Accurate Control's maintenance manager and technicians have stated the systems have come to a point where the county needs to consider a total upgrade of the comprehensive security system.
- ❖ The SPLOST VII project list currently contains an upgrade for the security system at the Government Center.

# Overview of Existing Modules of the Systems



Existing modules for the current system include:

- Door Controls & Monitoring
- Access Control
- Intercoms and Paging
- Duress Alarms/Call Buttons
- Video Surveillance/CCTV
- Video Visitation
- Utility Control

# Overview of Current Capabilities



- ❖ There are multiple command center locations throughout the LEC/Jail that control the integrated modules currently in use by usage of a touchscreen monitor.
- ❖ Each command center is responsible for an assigned area of the facility with one command center having the ability to operate the entire facility. There are 3 rooms currently set up for video/audio recording. 2 of the interview rooms are at the main facility with 1 being off site at a different facility.
- ❖ The LEC/Jail staff is also responsible for operating the system for the Government Center after hours and during other designated times.
- ❖ There is only one command center located in the Government Center, also controlled by a touchscreen monitor. These modules consist of door control and monitoring, access control, intercom and paging, duress alarms, video surveillance/CCTV, video visitation and court hearings, parking lots and utility controls.
- ❖ The live feed of the video and audio can be monitored remotely from numerous locations from within the facility. Recordings can also be downloaded / copied from various locations. The audio and video data are stored/maintained on-site.

## Estimated Cost and Project Scope of Work Overview

- ❖ A Request for Information revealed the cost for the new comprehensive security system, for both buildings, to be \$1,500,000.00.
- ❖ If the project is approved by the Board of Commissioners, some of the Scope of Work will include:
  - Describing the offered comprehensive security system to include:
    - Detailed description and number of each piece of equipment/wiring, etc.
    - Detailed software description
    - Installation management plan details
    - Maintenance details, including manufacturer requirements and schedules
    - Detailed support services requirements
  - Perform the work as detailed in the County-approved design:
    - Equipment Installation conforming with all Federal, State and Local codes
    - Software Updates/Maintenance through a Service Level Agreement
    - Provide Warranties
  - Provide all costs for a turn-key system

# Staff Recommendation



The Sheriff's Office and IT respectfully requests the Board to determine and approve the method in which the County will fund the project and to approve to allow the Purchasing Manager to release a Request for Proposal for the Comprehensive Security System Upgrade project, in Fiscal Year 2021, with a budget of \$1,500,000.00.

THANK YOU





# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Family Connection

Work Session: 12.17.20

Prepared By: Nancy Stites

Voting Session: 01.21.21

Presenter: Nancy Stites, Coordinator

Public Hearing: Yes  No

Agenda Item Title: Presentation of Dawson County Family Connection, Inc fiscal agent request

**Background Information:**

Dawson County Family Connection's mission is to provide leadership through collaboration with all segments of the community for the well-being of families and children. Having another entity serve as its fiscal agent makes it possible to accept state and federal funds, which are reimbursable contracts, which support a coordinator and the work of the collaborative. Dawson County Family Connection was created in 1991 and became a non-profit in 1998. Dawson County Government has served as its fiscal agent since July 1, 1999.

**Current Information:**

Contract funding received and managed by the fiscal agent has allowed Family Connection to bring awareness, knowledge and resources to addressing local issues, such as child abuse and neglect, the need for foster parents, substance abuse, underage drinking and nicotine use, suicide prevention, and kinship care. Collaboration with community partners has allowed Family Connection to provide activities and programs with a focus on these issues and have an impact on strengthening families and children in Dawson County.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
207						

Recommendation/Motion: \_\_\_\_\_

Department Head Authorization: \_\_\_\_\_

Date: \_\_\_\_\_

Finance Dept. Authorization: Vickie Neikirk

Date: 12/8/20

County Manager Authorization: David Headley

Date: 12/08/2020

County Attorney Authorization: \_\_\_\_\_

Date: \_\_\_\_\_

**Comments/Attachments:**

Family Connection is requesting Dawson County Government contract for all fiscal activities relative to the operation of Dawson County Family Connection for 2021.

Family Connection requests approval/authorization for application submittal and the chairman's signature upon acceptance of additional grant award contracts and donations received through 2021 as approved by the Family Connection Board. If matching funds are required, a separate request will be brought before Dawson County Board of Commissioners for approval.

Attached is 1) Memorandum of Understanding, 2) Family Connection 2020 Budget, 3) Fiscal Agent Designation and Acceptance Agreement.

**Fiscal Agent Designation and Acceptance Agreement**

**COUNTY:** Dawson

The Commissioner of Roads and Revenue Dawson County agrees to serve  
legal name of agency or board

as the Fiscal Agent for the Dawson County Family Connection, Inc.  
name of Georgia Family Connection collaborative

for the period of July 1, 2021 through June 30, 2022.

The Fiscal Agent certifies they 1) understand this is a 12 month commitment, 2) understand expenses are reimbursable on a quarterly basis, 3) agree to receive all financial correspondence and payments relating to the funds, and make all records available for any required financial audit, 4) have appropriate accounting and financial systems to document costs incurred and claims made and 5) agree the local Family Connection collaborative governing body is the body responsible for all decisions associated with budgeting of these funds, but will ensure such decisions shall be in compliance with the Fiscal Agent's own policies and procedures.

**To Submit:**

Print, sign, scan and upload into CLIX the *Fiscal Agent Designation and Acceptance Agreement* AND the completed *IRS W-9*.

**Deadline:** February 15, 2021

**Family Connection Collaborative Chairperson:**

\_\_\_\_\_  
(Signature in ink)

JOHN CRONAN

(Print Name in Block Letters)

Date: \_\_\_\_\_

~~~~~  
**Family Connection Coordinator:**

\_\_\_\_\_  
(Signature in ink)

NANCY F. STITES

(Print Name in Block Letters)

Date: \_\_\_\_\_

**Fiscal Agent:**

Fiscal Agent's fiscal year end date  
(month and day): December 31st

\_\_\_\_\_  
(Signature of agency representative legally responsible to enter into contract. Signature in ink)

BILLY THURMOND

(Print Name in Block Letters)

Title: COMMISSION CHAIRMAN  
(Print Title in Block Letters)

Date: \_\_\_\_\_

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is hereby entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020 by and between Dawson County Family Connection, Inc., hereinafter referenced as “Agency”, and the Board of Commissioners of Dawson County, hereinafter referenced as “Dawson County”.

1. Fiscal Agent/Financial Accounting.

Dawson County shall act as fiscal agent and provide financial accounting support to the Agency for programs supported by donations to the Agency and by the grants received by the Agency referenced in “Exhibit A”, which is attached hereto and incorporated herein by reference. The grants referenced in Exhibit A may be amended during the term of this Memorandum of Understanding upon approval by Dawson County.

2. Agency Services.

The Agency shall furnish the following services, data and information to the Dawson County:

1) act as the liaison between the Agency and all vested community organizations, and 2) to provide appropriate administrative duties including, but not limited to, program development and contract deliverables implementation, resource development, coordinating public information, and 3) provide all grant applications, agreements or contracts and corresponding data required by the fiscal agent to fulfill the grant requirements and

3. Term.

The parties hereto agree that the term of this Memorandum of Understanding shall be as follows: January 1, 2021 – December 31, 2021.

4. Records.

Dawson County shall maintain such records and accounts regarding property, personnel and financial records deemed necessary by the Agency and any grant or contract funding source to assure a proper accounting for all project funds for both federal and non-federal shares. Any such records shall be made available for audit purposes to the Agency, the grant or contract funding source, or the Controller General of the United States or any authorized representative and shall be retained for three years after the expiration of this Memorandum of Understanding unless permission to destroy such records is granted by both the Agency and the grant or contract funding source.

5. Mutual Cooperation.

Dawson County agrees to assist the Agency in complying with all of the conditions governing grants or contracts under current laws and regulations.

APPROVED, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

DAWSON COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
Kristen Cloud, Clerk  
Dawson County Commissioners

By: \_\_\_\_\_  
Billy Thurmond, Chairman

ATTEST:

DAWSON COUNTY COMMUNITY  
PARTNERSHIP, INC.

\_\_\_\_\_  
Nancy Stites  
Title: Coordinator, Family Connection

\_\_\_\_\_  
John Cronan  
Title: Chairman, Family Connection Board

Exhibit A

Department of Human Services

- Grant for approximately \$48,000 July 1, 2020 - June 30, 2021 with no match requirement
- Grant for approximately \$47,000 July 1, 2021 – June 30, 2022 with no match requirement

Department of Behavioral Health & Developmental Disabilities – Office of Behavioral Health Prevention

- Grant for approximately \$147,793 October 1, 2020 – September 30, 2021 with no match requirement
- Grant for approximately \$147,793 October 1, 2021– September 30, 2022 with no match requirement

# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  
**COMMISSIONER OF ROADS AND REVENUE DAWSON COUNTY**

2 Business name/disregarded entity name, if different from above  
**DAWSON COUNTY BOARD OF COMMISSIONERS**

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC     C Corporation     S Corporation     Partnership     Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ \_\_\_\_\_

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ **LOCAL GOVERNEMENT**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  
 Exempt payee code (if any) \_\_\_\_\_  
 Exemption from FATCA reporting code (if any) \_\_\_\_\_  
*(Applies to accounts maintained outside the U.S.)*

5 Address (number, street, and apt. or suite no.) See instructions.  
**25 JUSTICE WAY, SUITE 2214**

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.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

|  |  |  |  |   |  |  |   |  |  |  |  |
|--|--|--|--|---|--|--|---|--|--|--|--|
|  |  |  |  | - |  |  | - |  |  |  |  |
|--|--|--|--|---|--|--|---|--|--|--|--|

or

Employer identification number

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| 5 | 8 | - | 6 | 0 | 1 | 1 | 8 | 8 | 2 |
|---|---|---|---|---|---|---|---|---|---|

## 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.

|                  |                            |        |
|------------------|----------------------------|--------|
| <b>Sign Here</b> | Signature of U.S. person ▶ | Date ▶ |
|------------------|----------------------------|--------|

## 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](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amounts reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

**BUDGET REPORT BY FUND - EXPENDITURE**

Fiscal Year Start Date: 01/01/2020

Current Period End Date: 12/31/2020

Comm Of Roads & Revenue Dawson Co

FY 2020

Ideal Remaining Percent: 0 %

| Account                                       | Budgeted (\$) | Orig Budget (\$) | Year To Date (\$) | Remaining Balance (\$) | PCT (%) |
|-----------------------------------------------|---------------|------------------|-------------------|------------------------|---------|
| Fund: 207 Family Connection-(Fc)              |               |                  |                   |                        |         |
| Function: 7630 Family Conn Operating          |               |                  |                   |                        |         |
| 207-00-7630-511100-020 Salary                 | 13,810.00     | 13,810.00        | 0.00              | 13,810.00              | 100     |
| 207-00-7630-511100-021 Salary                 | 15,810.00     | 15,810.00        | 0.00              | 15,810.00              | 100     |
| 207-00-7630-512100-020 Group Insurance        | 3,888.00      | 3,888.00         | 0.00              | 3,888.00               | 100     |
| 207-00-7630-512100-021 Group Insurance        | 3,888.00      | 3,888.00         | 0.00              | 3,888.00               | 100     |
| 207-00-7630-512200-020 Fica/Medicare          | 1,209.00      | 1,209.00         | 0.00              | 1,209.00               | 100     |
| 207-00-7630-512200-021 Fica/Medicare          | 1,209.00      | 1,209.00         | 0.00              | 1,209.00               | 100     |
| 207-00-7630-512400-021 Retirement Contributio | 2,200.00      | 2,200.00         | 0.00              | 2,200.00               | 100     |
| 207-00-7630-512700-021 Workers Comp           | 210.00        | 210.00           | 0.00              | 210.00                 | 100     |
| 207-00-7630-512900-020 Life Insurance         | 39.00         | 39.00            | 0.00              | 39.00                  | 100     |
| 207-00-7630-512900-021 Life Insurance         | 39.00         | 39.00            | 0.00              | 39.00                  | 100     |
| 207-00-7630-521200-020 Tax Prep               | 1,000.00      | 1,000.00         | 0.00              | 1,000.00               | 100     |
| 207-00-7630-521203-021 Prof Svcs-Audit        | 200.00        | 200.00           | 0.00              | 200.00                 | 100     |
| 207-00-7630-523100-020 Board Insurance        | 1,300.00      | 1,300.00         | 0.00              | 1,300.00               | 100     |
| 207-00-7630-523205-020 Telephone              | 360.00        | 360.00           | 0.00              | 360.00                 | 100     |
| 207-00-7630-523205-021 Telephone              | 360.00        | 360.00           | 0.00              | 360.00                 | 100     |
| 207-00-7630-523208-020 Postage                | 57.00         | 57.00            | 0.00              | 57.00                  | 100     |
| 207-00-7630-523208-021 Postage                | 10.00         | 10.00            | 0.00              | 10.00                  | 100     |
| 207-00-7630-523500-020 Travel                 | 400.00        | 400.00           | 0.00              | 400.00                 | 100     |
| 207-00-7630-523500-021 Travel                 | 400.00        | 400.00           | 0.00              | 400.00                 | 100     |

**BUDGET REPORT BY FUND - EXPENDITURE**

Fiscal Year Start Date: 01/01/2020

Current Period End Date: 12/31/2020

Comm Of Roads & Revenue Dawson Co

FY 2020

Ideal Remaining Percent: 0 %

| Account                                       | Budgeted (\$) | Orig Budget (\$) | Year To Date (\$) | Remaining Balance (\$) | PCT (%) |
|-----------------------------------------------|---------------|------------------|-------------------|------------------------|---------|
| 207-00-7630-523600-020 Dues & Fees            | 115.00        | 115.00           | 0.00              | 115.00                 | 100     |
| 207-00-7630-523600-021 Dues & Fees            | 315.00        | 315.00           | 0.00              | 315.00                 | 100     |
| 207-00-7630-523700-020 Education & Training   | 300.00        | 300.00           | 0.00              | 300.00                 | 100     |
| 207-00-7630-531100-020 Gen Supplies / Materia | 76.00         | 76.00            | 0.00              | 76.00                  | 100     |
| 207-00-7630-531100-021 Gen Supplies / Materia | 35.00         | 35.00            | 0.00              | 35.00                  | 100     |
| 207-00-7630-531300-020 Food                   | 467.00        | 467.00           | 0.00              | 467.00                 | 100     |
| 207-00-7630-531300-021 Food                   | 258.00        | 258.00           | 0.00              | 258.00                 | 100     |
| 207-00-7630-531400-021 Books & Periodicals    | 45.00         | 45.00            | 0.00              | 45.00                  | 100     |
| Family Conn Operating Subtotal                | 48,000.00     | 48,000.00        | 0.00              | 48,000.00              | 100     |
| <b>Function: 7636 Ops (Off Prevent Servs)</b> |               |                  |                   |                        |         |
| 207-00-7636-511100-020 Salary                 | 41,613.00     | 41,613.00        | 0.00              | 41,613.00              | 100     |
| 207-00-7636-511100-021 Salary                 | 13,871.00     | 13,871.00        | 0.00              | 13,871.00              | 100     |
| 207-00-7636-512100-020 Group Insurance        | 5,778.00      | 5,778.00         | 0.00              | 5,778.00               | 100     |
| 207-00-7636-512100-021 Group Insurance        | 1,926.00      | 1,926.00         | 0.00              | 1,926.00               | 100     |
| 207-00-7636-512200-020 Fica/Medicare          | 2,106.00      | 2,106.00         | 0.00              | 2,106.00               | 100     |
| 207-00-7636-512200-021 Fica/Medicare          | 703.00        | 703.00           | 0.00              | 703.00                 | 100     |
| 207-00-7636-512700-021 Workers Comp           | 200.00        | 200.00           | 0.00              | 200.00                 | 100     |
| 207-00-7636-512900-020 Life Insurance         | 58.00         | 58.00            | 0.00              | 58.00                  | 100     |
| 207-00-7636-512900-021 Life Insurance         | 20.00         | 20.00            | 0.00              | 20.00                  | 100     |
| 207-00-7636-521200-020 Professional Services  | 21,600.00     | 21,600.00        | 0.00              | 21,600.00              | 100     |
| 207-00-7636-521200-021 Professional Services  | 11,300.00     | 11,300.00        | 0.00              | 11,300.00              | 100     |
| 207-00-7636-521203-020 Professional Svcs - Au | 2,020.00      | 2,020.00         | 0.00              | 2,020.00               | 100     |
| 207-00-7636-521300-020 Technical Services     | 702.00        | 702.00           | 0.00              | 702.00                 | 100     |
| 207-00-7636-523205-020 Telephone              | 540.00        | 540.00           | 0.00              | 540.00                 | 100     |
| 207-00-7636-523205-021 Telephone              | 180.00        | 180.00           | 0.00              | 180.00                 | 100     |
| 207-00-7636-523208-020 Postage                | 2,390.00      | 2,390.00         | 0.00              | 2,390.00               | 100     |
| 207-00-7636-523208-021 Postage                | 1,690.00      | 1,690.00         | 0.00              | 1,690.00               | 100     |
| 207-00-7636-523300-020 Advertising            | 17,711.00     | 17,711.00        | 0.00              | 17,711.00              | 100     |



**BUDGET REPORT BY FUND - EXPENDITURE**

Fiscal Year Start Date: 01/01/2020

Current Period End Date: 12/31/2020

Comm Of Roads & Revenue Dawson Co

FY 2020

Ideal Remaining Percent: 0 %

| Account                                       | Budgeted (\$) | Orig Budget (\$) | Year To Date (\$) | Remaining Balance (\$) | PCT (%) |
|-----------------------------------------------|---------------|------------------|-------------------|------------------------|---------|
| 207-00-7636-523300-021 Advertising            | 5,870.00      | 5,870.00         | 0.00              | 5,870.00               | 100     |
| 207-00-7636-523400-020 Printing & Binding     | 6,405.00      | 6,405.00         | 0.00              | 6,405.00               | 100     |
| 207-00-7636-523400-021 Printing & Binding     | 1,750.00      | 1,750.00         | 0.00              | 1,750.00               | 100     |
| 207-00-7636-523500-020 Travel                 | 3,457.00      | 3,457.00         | 0.00              | 3,457.00               | 100     |
| 207-00-7636-523500-021 Travel                 | 1,062.00      | 1,062.00         | 0.00              | 1,062.00               | 100     |
| 207-00-7636-523700-020 Education & Training   | 926.00        | 926.00           | 0.00              | 926.00                 | 100     |
| 207-00-7636-523700-021 Education & Training   | 42.00         | 42.00            | 0.00              | 42.00                  | 100     |
| 207-00-7636-531100-020 Gen Supplies / Materia | 3,418.00      | 3,418.00         | 0.00              | 3,418.00               | 100     |
| 207-00-7636-531100-021 Gen Supplies / Materia | 455.00        | 455.00           | 0.00              | 455.00                 | 100     |
| Ops (Off Prevent Servs) Subtotal              | 147,793.00    | 147,793.00       | 0.00              | 147,793.00             | 100     |
| Function: 7682 Family Connection Admin        |               |                  |                   |                        |         |
| 207-00-7682-511100-000 Salary                 | 22,470.00     | 22,470.00        | 0.00              | 22,470.00              | 100     |
| 207-00-7682-512200-000 Fica/Medicare          | 1,719.00      | 1,719.00         | 0.00              | 1,719.00               | 100     |
| 207-00-7682-522200-000 Repairs And Maint      | 130.00        | 130.00           | 0.00              | 130.00                 | 100     |
| Family Connection Admin Subtotal              | 24,319.00     | 24,319.00        | 0.00              | 24,319.00              | 100     |
| Family Connection-(Fc) Subtotal               | 220,112.00    | 220,112.00       | 0.00              | 220,112.00             | 100     |



## DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Senior Services

Work Session: 12-17-2020

Prepared By: Dawn Johnson

Voting Session: 12-17-2020

Presenter: Dawn Johnson

Public Hearing: Yes  No

Agenda Item Title: Approval of FY2021 Legacy Link Contract – Addendum #1

**Background Information:**

Contract allows for county to receive federal/state funds for meals served to senior clients, daily management expense, and respite care. Addendum to add additional funds for meals/management/material aid. At this time, we do not anticipate using the funds but they are available if needed for the various expenses. Some of the funds require a smaller match than others. This addendum will be good through the FY 2021, which will end June 30, 2021.

**Current Information:**

FY2021 Addendum 1: Federal/State Funds - \$98,439; County Match - \$112,470

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

| Fund | Dept. | Acct No. | Budget | Balance | Requested | Remaining |
|------|-------|----------|--------|---------|-----------|-----------|
|      |       |          |        |         |           |           |

Recommendation/Motion: Approve the FY2021 Legacy Link Contract Addendum 1

Department Head Authorization: Dawn Johnson

Date: 12-9-2020

Finance Dept. Authorization: Vickie Neikirk

Date: 12/20/20

County Manager Authorization: David Headley

Date: 12/10/2020

County Attorney Authorization:       

Date:       

**Comments/Attachments:**



November 24, 2020

Mr. Billy Thurmond, Chairman  
Dawson County Board of Commissioners  
25 Justice Way Suite 2313  
Dawsonville, GA 30534

Dear Mr. Thurmond:

Enclosed are two (2) original copies of the FY-2021 Addendum #1 Contract between The Legacy Link, Inc. and the Dawson County Commission for Nutrition Program Services. This Addendum is for the contract period of July 1, 2020 - June 30, 2021.

After the Addendums have been reviewed and approved, **please sign and notarize both copies and return both copies** to The Legacy Link, Inc.. Mrs. Pat V. Freeman, Chief Executive Officer of The Legacy Link, Inc. will also sign them. A fully executed copy will then be returned to your office.

Please let me know if you have any questions about the enclosed. My phone number is (678) 677-8511 or e-mail at [lgearis@legacylink.org](mailto:lgearis@legacylink.org).

Sincerely,

A handwritten signature in cursive script that reads "Linda Earls Clark".

Linda Earls Clark  
Financial Specialist

Enclosure

**ADDENDUM NO. 1  
TO  
AGREEMENT**

BETWEEN THE LEGACY LINK, INC., AND Dawson COUNTY COMMISSION  
FOR THE PROVISION OF Nutrition program and entered into on the first  
day of July, 2020.

Said agreement is amended to read as follows.

**W I T N E S S E T H:**

WHEREAS, the Legacy has entered into an Agreement with the Department of Human Services of the State of Georgia for the purpose of carrying out a component of the Legacy Link, Inc., Area Agency on Aging Plan; and

WHEREAS, this component of said Area Plan on Aging is the provision of Material Aid-Individual services to the elderly; and

2. Description of Services.

(b) Operation of the nutrition site includes serving one meal a day, five days a week (250 days per year) as specified in the Grant Application incorporated herein, for a total of 39,100 units of home-delivered nutrition services to 145 elderly persons, and providing material aide individual services to 30 elderly persons

5. Compensation.

(b) The total compensation paid by the Legacy to the Contractor for nutrition site operation pursuant to this Agreement shall not exceed Eighty Seven Thousand Seven Hundred Twenty Three Dollars (\$87,723.00).

(c) The Legacy agrees to provide federal and state funds for congregate meals in the amount of Eighteen Thousand One Hundred Twenty Dollars (\$18,120.00) and federal and state funds for home-delivered meals in the amount of Sixty Thousand One Hundred Ninety Five Dollars (\$60,195.00).

(d) The Legacy agrees to provide federal funds for material aid individual support services in the amount of Thirteen Thousand Three Hundred Seventy Eight Dollars (\$13,378.00), and material aid individual caregiver services in the amount of Six Thousand Seven Hundred Forty Six Dollars (\$6,746.00).

6. Non-Federal Funds.

(b) The minimum cash requirement for the term of the Agreement being Eighteen Thousand Two Hundred Twenty Dollars (\$18,220.00) for congregate meals and Ninety Four Thousand Two Hundred Fifty Dollars (\$94,250.00) for home-delivered meals.

The Contractor shall provide the necessary non-match local resources required for the provision of the services listed in Paragraph two (2) of this contract, this amount being Three Hundred Forty Six Thousand Eight Hundred Twenty Four Dollars (\$346,824.00).

All other terms and conditions of this agreement remain unchanged.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and affixed their seals the day and year first above written.

THE LEGACY LINK, INC.

By: \_\_\_\_\_  
Chief Executive Officer

Subscribed and sworn to  
in our presence:

\_\_\_\_\_  
Notary Public

CONTRACTOR:  
Dawson COUNTY COMMISSION

By: \_\_\_\_\_  
Chairman

Subscribed and sworn to  
in our presence:

\_\_\_\_\_  
Notary Public



## DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department:                     Parks & Rec                    

Work Session: 12.17.20

Prepared By:                     Matt Payne                    

Voting Session: 01.21.21

Presenter:                     Matt Payne                    

Public Hearing: Yes  No

Agenda Item Title: Presentation of Veterans Memorial Park Pavilion Rental Fee

**Background Information:**

The new pavilion has been completed at Veterans Memorial Park and a grand opening will take place sometime in January 2021 along with the senior center.

**Current Information:**

The Dawson County Parks & Recreation Board voted at its December 7, 2020, meeting to propose to the commissioners to set a rental fee at \$200 per day / \$300 for non-Dawson County residents.

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

| Fund | Dept. | Acct No. | Budget | Balance | Requested | Remaining |
|------|-------|----------|--------|---------|-----------|-----------|
|      |       |          |        |         |           |           |

Recommendation/Motion:                     

Department Head Authorization:                     

Date:                     

Finance Dept. Authorization: Vickie Neikirk

Date: 12/10/2020

County Manager Authorization: David Headley

Date: 12/10/2020

County Attorney Authorization:                     

Date:                     

**Comments/Attachments:**

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** Choice #1: Development Authority of Dawson County /  
Choice #2: Planning Commission

**Name** Dennis Fedoruk

**Home Address** 418 Summitview Ct.

**City, State, Zip** Dawsonville, GA 30534

**Mailing Address (if different)** \_\_\_\_\_

**City, State, Zip** \_\_\_\_\_

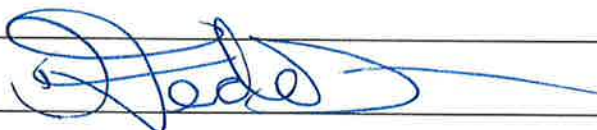
**Telephone Number** \_\_\_\_\_ **Alternate Number** \_\_\_\_\_

**Fax Telephone Number** \_\_\_\_\_

**E-Mail Address** dennis@kiddlymarketing.com

**Additional information you would like to provide:**

Resume attached with application.

**Signature**  **Date** 12/8/20

**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  
countyclerk@dawsoncounty.org



# Executive Profile

Dennis Fedoruk, CEO & Founder of The Brainy Baby Company (rev. August 2020)



## Company accomplishments:

Dennis Fedoruk is credited with creating a billion-dollar industry that exploded in the early 90's. Before Baby Einstein, Baby Genius or Baby First, there was Brainy Baby. Dennis Fedoruk, the Founder and CEO of Brainy Baby, is a successful filmmaker and producer who had the vision to create an early learning methodology that relies on verbal cues, motion and real-life relatable objects to teach young children. His vision and persistence paid off for his video series that caught fire and soon created a new, ground-breaking learning genre that led to DVD's, Music CD's, Books, Toys and Games that sold at leading department stores like Walmart, Target and Toys "R" Us. Dennis also received preferred vendor status with Amazon.com after many of his creations ranked in the Top 10 products in the Amazon.com ranking system. **His vision grandfathered and produced a \$1.2 Billion Dollar industry, still active today.**

Brainy Baby became a multi-million-dollar company by believing in a new way to educate and stimulate through forward-thinking, high-quality products. Additionally, Dennis led a successful Brand Licensing Campaign, which created global partnerships with companies like, VTech Toys, Bendon Publishing (now Dalmatian Press), American Greetings, Preferred Plush, Sony Pictures, Chick-fil-a, Taco Bell, Comcast Broadcast, BFTV, Pureflix, Netflix and many others. The licensing campaigns ranged from Books, Broadcast distribution, Toys & Games, Plush, Character figurines, Apparel and other key categories.

Dennis has won more than 77 awards for the Brainy Baby series alone, and in addition has personally won two Telly awards for his creative achievements. After 25 years, the Brainy Baby brand continues to be trusted by parents in more than 70 countries and translated into 12 languages. Brainy Baby has continued to expand both with traditional consumer products and new digital market strategies.

## Personal accomplishments:

Dennis possesses more than thirty-eight years of experience in video and television production. Originally from Detroit, he received a degree in Cinematography from The Center for Creative Studies in Michigan. He went on to start SPI Visual Communications Group in Atlanta, Georgia in 1976, which produced international marketing, training and corporate image films and videos. Dennis was responsible for National roll out media campaigns for companies such as Delta Air Lines, Coca-Cola USA, AT&T, IBM, UPS and including the notable **"Diet Coke" TV roll out**. Dennis has also consulted and worked on many Christian organizations and ministry projects which were highly successful and were released in the CBA market.

Mr. Fedoruk has traveled extensively to consult with Fortune 500 corporations, Global Brands and has developed consumer products worldwide. During his filmmaking career, he had the opportunity to speak and interview three **Presidents of the United States, Carter, Regan and Bush 1**, while on a film assignment.

In 1991, Dennis founded another company, LightVision Films, which produced television documentaries for broadcasters such as The Discovery Channel and PBS. Additionally, Dennis has extensive experience in the aviation, healthcare and children's animation industries. It was also during this time that Dennis was awarded the prestigious **Telly Award** for two consecutive years.

With the birth of his two sons, Dennis noticed a lack of quality video product for children in the market. He started a new venture in video publishing dedicated to producing quality infant and children's programming. His new passion ever since has been to produce quality educational products for preschoolers.

**(Continued)**

In 1995, the new company, **Small Fry Productions**, released its first video series called, "*Baby's First Impressions*," which is distributed internationally and has won more than **50 National awards**. The video series teaches infants and toddlers educational basics by utilizing reality-based programming and a unique teaching technique. In addition, a language series called "*Bilingual Baby*" was launched and achieved great success in the market with this 12-volume series.

The next product to launch was "**Brainy Baby**." This video series was the first of its kind and helped to develop and stimulate the left and right brain aspects of infants and toddlers. The Brainy Baby concept grew into its own enterprise,

**The Brainy Baby Company, LLC** and now has more than 125 DVD volumes and more than 200 product skus distributed internationally in more than 70 Countries and in 12 languages. Brainy Baby products have won more than **77 national awards** for their innovative concepts. In addition to a successful brand, Dennis has maintained key licensing agreements worldwide.

Dennis is credited with building and **pioneering the "baby video space"**, which quickly grew to a **\$1.2 Billion dollar industry** and remains strong to this day. In 2009, The Brainy Baby company achieved its greatest milestone, when a major University tested the Brainy Baby DVD products (and documented through peer review) that children learned concepts **22 times more** watching a Brainy Baby DVD, than those who did not. The study continues to be unprecedented to this day.

The Brainy Baby Company continues to grow exponentially each year. However, the greatest reward for Dennis is still reading the hundreds of letters and e-mails from happy parents quick to tell him how Brainy Baby products have benefited their children. In 2011, Dennis produced and launched a 30-minute Infomercial and several short form TV spots for Brainy Baby, which had a successful roll out. The next campaign phase is scheduled to launch 2Q of 2020.

Dennis' latest endeavor is the launch of Small Fry Beginnings, a series of children's books and app learning product and the creation of **KMF Global Logistics / Kiddly Marketing which serves as a major fulfillment and distribution facility in North Georgia. The facility is currently expanding its operations in Dawsonville, GA and plans to add 50+ jobs to his local community.**

Mr. Fedoruk currently consults and has been invited by major corporations and entrepreneurs to assist in bringing consumer products to market. He and his wife Stephanie currently live in Dawsonville, GA with their two boys, Jeffrey and Justin. Both Dennis and Stephanie are very active in their local community and serve as fully registered Volunteer Firefighters for the community of Dawson County and have previously served on the Dawson County Mentoring Board.

###

- LinkedIn: <https://www.linkedin.com/pub/dennis-fedoruk/12/450/552>
- Website: [www.brainybaby.com](http://www.brainybaby.com)

## ***Business Experience – at a glance:***

38 years experience at CEO level, Corporate Finance, Brand Management and Licensing. Created a range of Children's / Consumer Products and created a New Product category that today claims revenues of \$1.2 billion in the US alone.

### **Areas of experience:**

#### **(Business management)**

Strong Leadership, Vision and Motivational skills  
Meeting Strategies  
Trade show planning  
Managing Teams  
Increasing productivity

#### **(Operations)**

Supply / outsourcing (Domestic and International)  
Manufacturing / Managing supply chain  
Budgets / Timetables  
Physical distribution of products

#### **(Sales / Marketing)**

Strong background in Licensing sales and Contract management  
Sales strategies  
Marketing / PR  
Web design  
Social media marketing  
Digital and Physical distribution of products  
Public information spokesperson (Newspapers and National TV news)

#### **(Product development)**

Brand management  
Brand creation and creative  
Brand strategies  
Packaging  
Trademarks and copyrights

#### **(Special skills)**

Video marketing (extensive video / media experience)  
Video production - sales tools for trade shows or web marketing  
DRTV – Infomercials or short form TV commercials  
Product Development / R&D  
Extensive and deep network of CEOs and professionals worldwide

## ***Personal Experience – at a glance:***

### **Accomplishments:**

Created a 1.2-billion-dollar industry from ZERO  
Created the #2 brand in Children's edutainment (sold worldwide in 70 Countries)  
Created Consumer products for several industries  
Created documentary films for PBS and Discovery Channel  
Networked and connected to top decision makers in Fortune 500 companies

### **Education:**

BFA from CCS - Center for Creative Studies, Detroit, MI  
38 years of solid street experience and common sense!

### **Employment History:**

**Present** – Consulting with companies and helping them create and launch products

#### **2012 – Present**

President

The Kiddy Company (created and owned by Dennis to shift the Brainy brand into a direct-to-consumer model)  
-and- KMF Global and Kiddy Marketing & Fulfillment (created to meet the need of the underserved logistics market)  
Atlanta, GA

#### **1997 – 2012**

Founder and CEO

The Brainy Baby Company  
Atlanta, GA

#### **1994 - 1997**

President and Founder  
Small Fry Productions  
Atlanta, GA

#### **1978 – 1994**

President and Founder  
SPI Visual Communications Company  
Atlanta, GA

### **Other interests:**

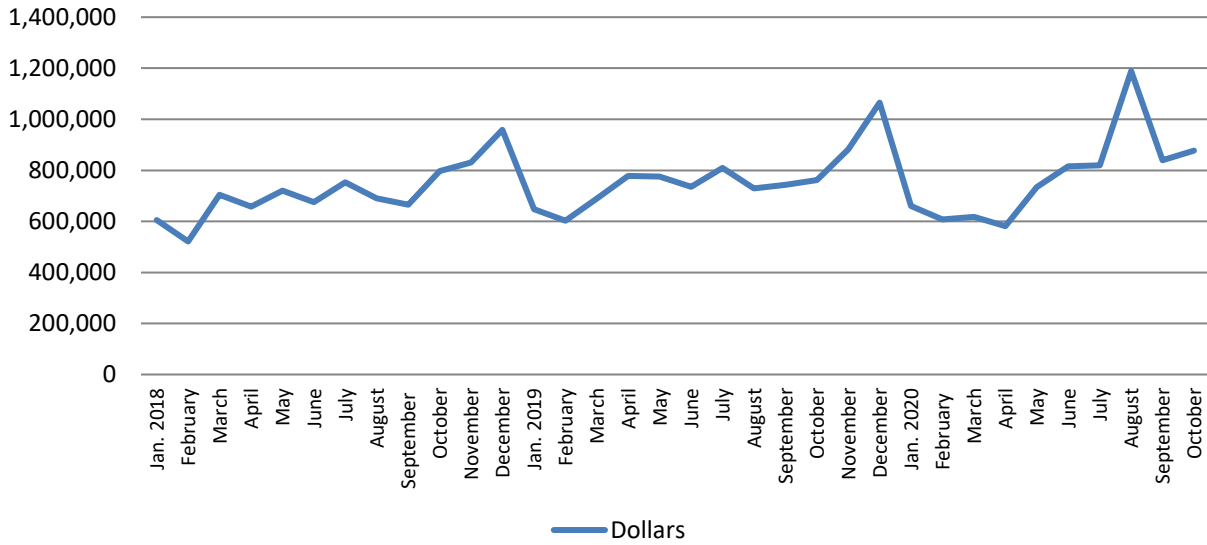
Fully Trained NPQ-1 Volunteer Firefighter for Dawson County – First Responder and EMT trained.  
Has Mentor High School students at Dawson County High School  
Past Board member of the Dawson County Mentoring Board  
Served as President of the Blue Ridge Overlook HOA Board

Have served on many other company Boards in the past and served as COB for one organization  
(Currently not serving on any Boards)

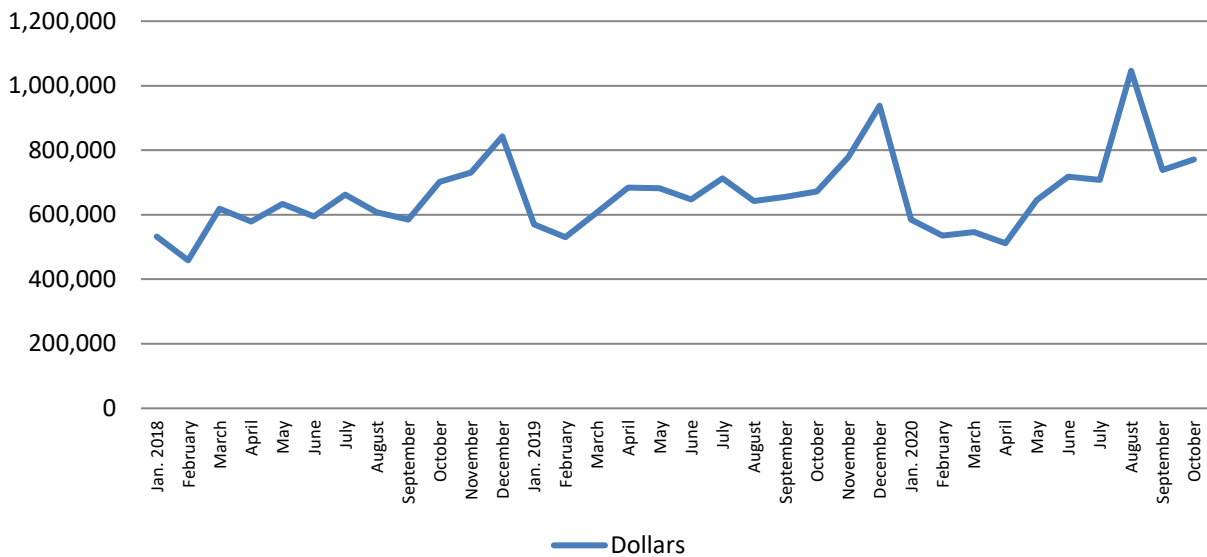


Key Indicator Report  
November 2020

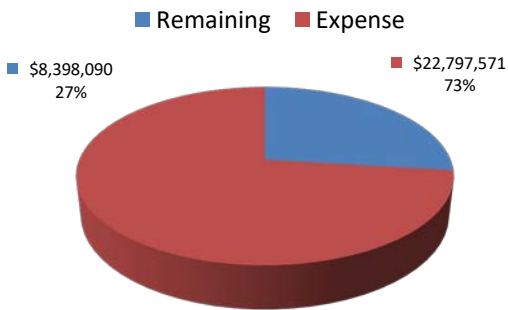
### SPLOST VI COLLECTION CHART



### LOST COLLECTION CHART

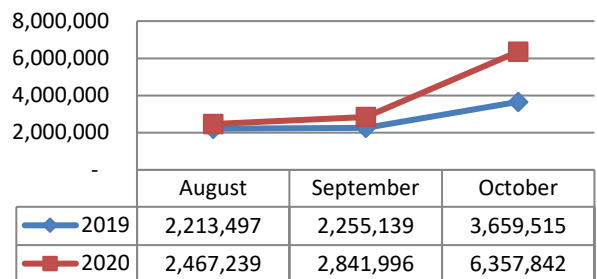


### Budget

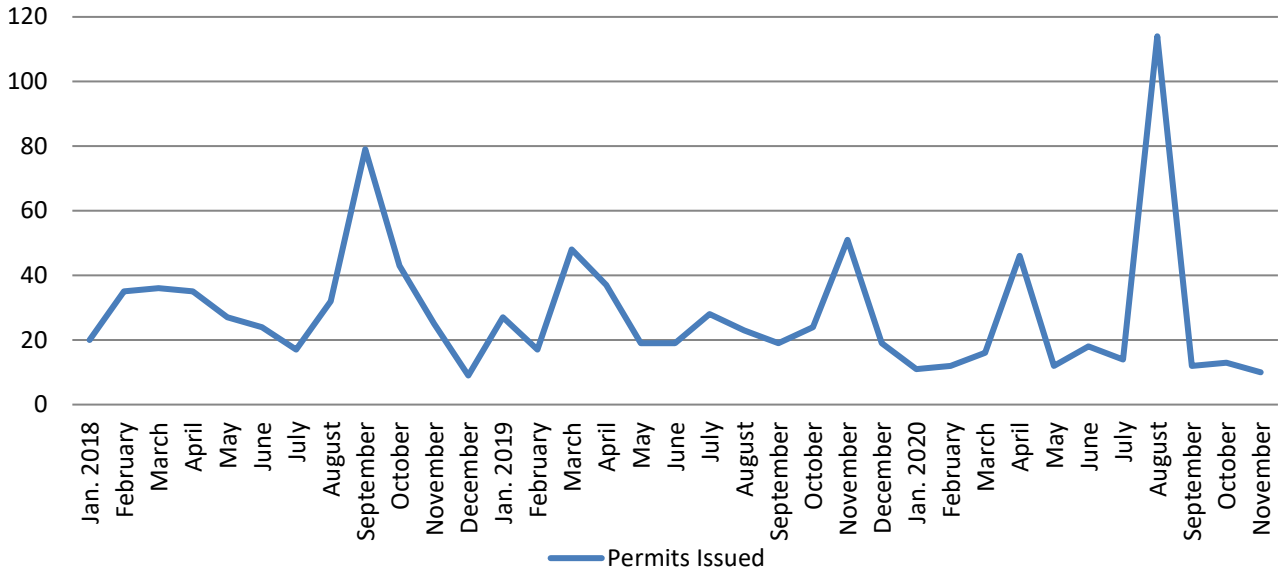


Through 10/31/2020

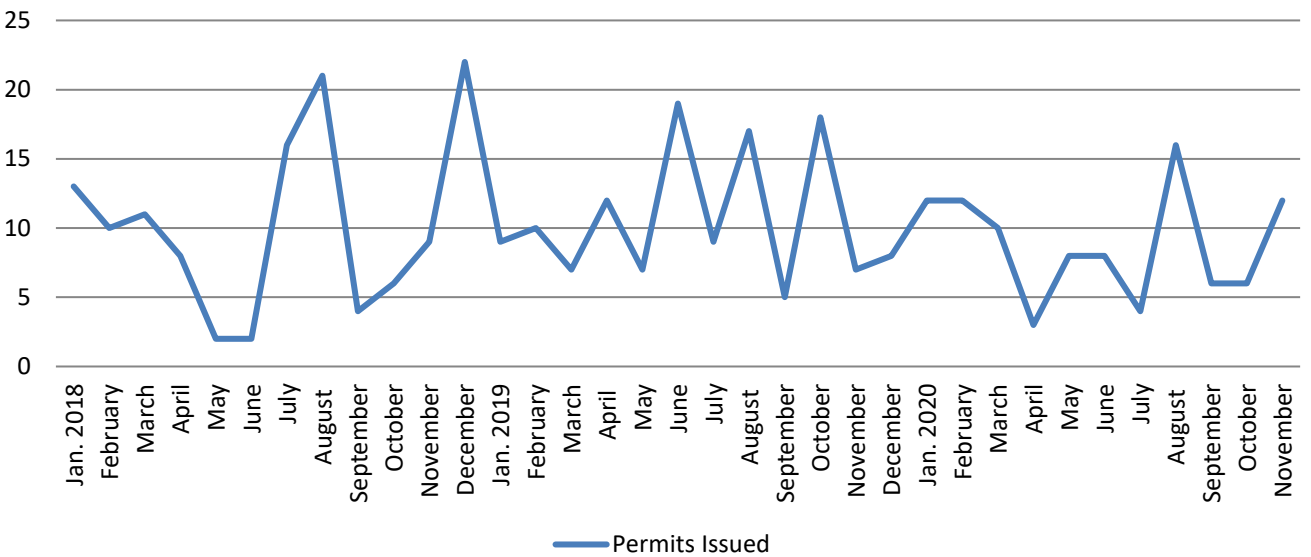
### All Revenue Per Month



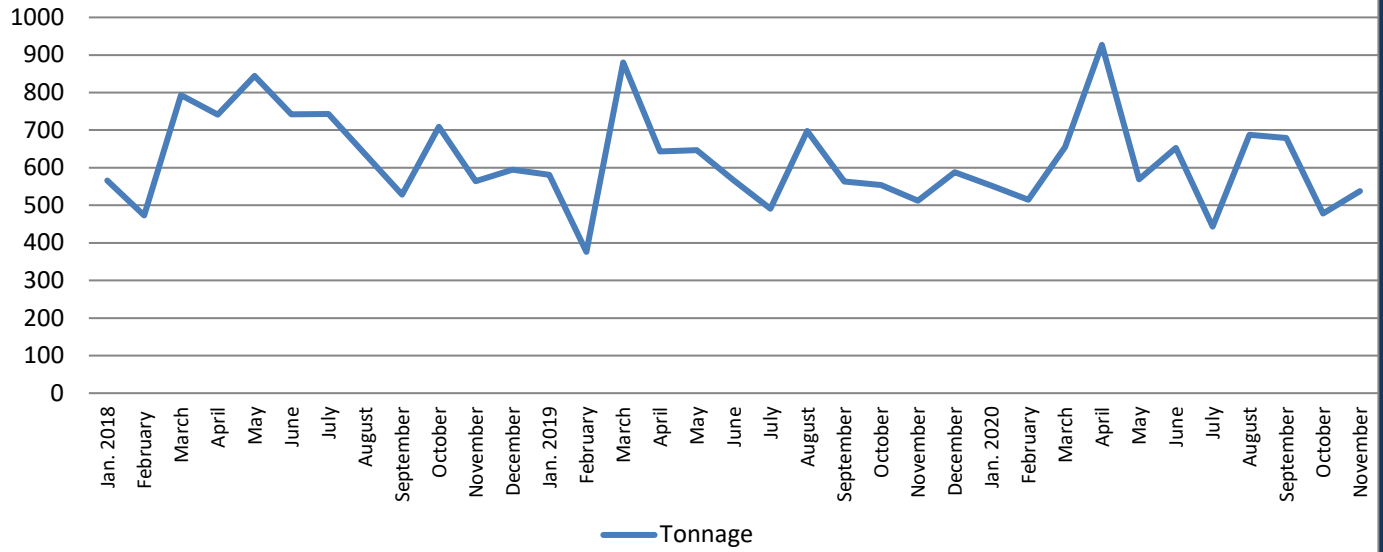
**SINGLE FAMILY HOME BUILDING PERMITS ISSUED**



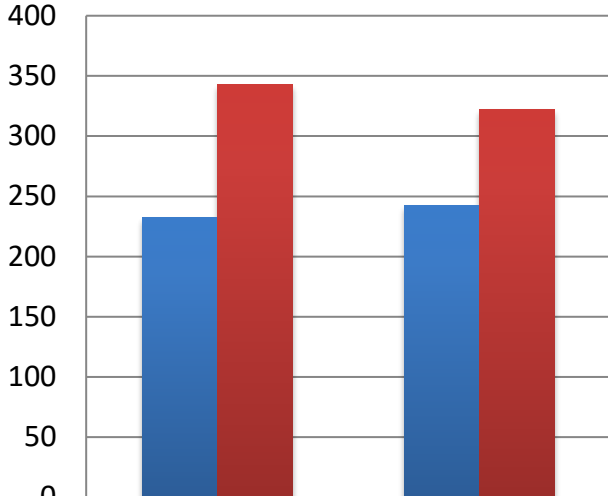
**COMMERCIAL BUILDING PERMITS ISSUED**



### TRANSFER STATION TONNAGE COLLECTION

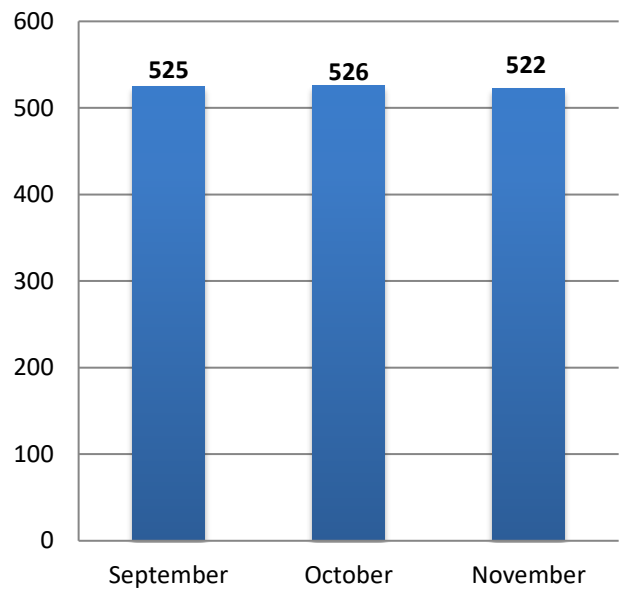


### EMS/Fire Calls for Service



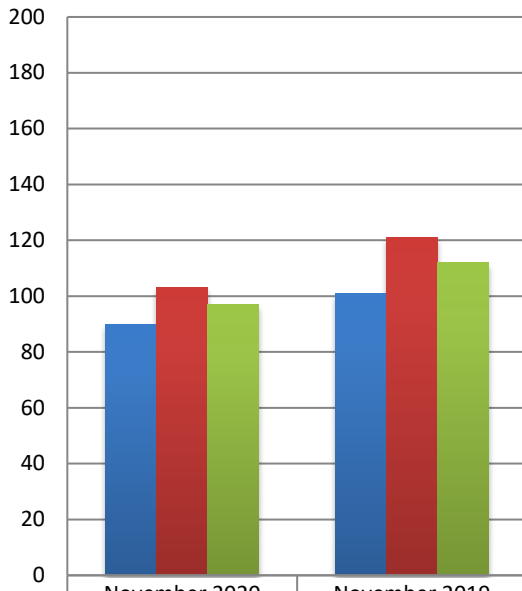
|      | November 2020 | November 2019 |
|------|---------------|---------------|
| EMS  | 232           | 242           |
| Fire | 343           | 322           |

### Number of County Employees



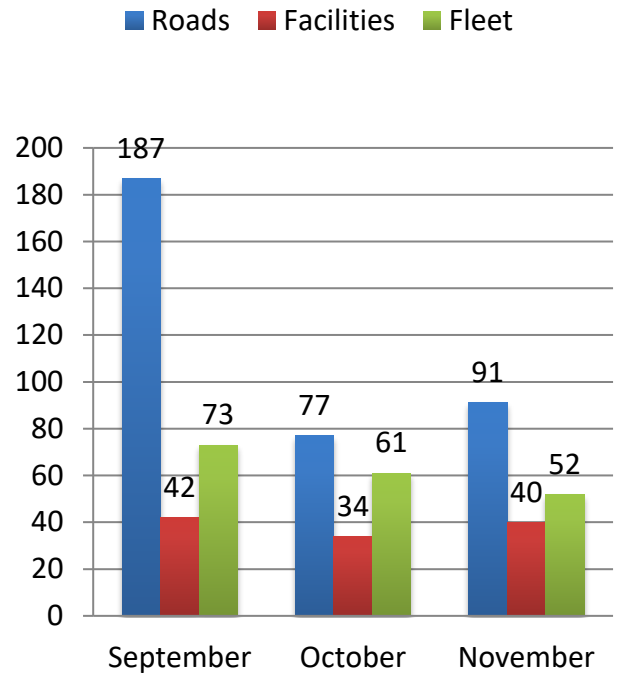


### Inmate Population



|                     |     |     |
|---------------------|-----|-----|
| Lowest Daily Count  | 90  | 101 |
| Highest Daily Count | 103 | 121 |
| Daily Average       | 97  | 112 |

### Repair Requests





## Dawson County Board of Commissioners

### Elections/Registrar Monthly Report – November 2020

- **New Applications/Transfers In: 382**
- **Changes/Duplicates: 3977**
- **Cancelled/Transferred Out: 121**
- **Total Processed: 4480**

### HIGHLIGHTS

#### **Voter Registration Projects:**

- Reports and task lists items in preparation for the General/Special Election Runoff being completed daily.
- Secretary of State absentee ballot application request portal (<https://ballotrequest.sos.ga.gov/>) continues to generate requests daily for the upcoming January 5, 2020 General/Special Election Runoff.
- E-mail, fax & mail in of absentee ballot requests is being processed daily, as well as returned ballots. Total issued as of 12/07/20 = 2739; of those 102 have been returned.
- Secretary of State's new BallotTrax program for voters to track their absentee ballot is in place and being utilized by voters. (<https://georgia.ballottrax.net/voter/>).

#### **Elections Projects:**

- 2020 Election Calendar (remaining):
  - General Election/Special Election November 3, 2020
  - GE State & Federal Runoff January 5, 2021
- Instructional emails, weekly webinars and phone calls continue from the State Election Office.
- November 3, 2020 General/Special Election certification is complete.
- Finalizing final details & certification paperwork to Clerk of Courts & Election Superintendent archives.
- General Election Risk Limiting Audit & Recount is complete. Numbers matched election night reporting.
- January Runoff Election absentee by mail, emergency & provisional ballots, proofed, ordered and ready.
- Poll workers are scheduled for Advance Voting to begin December 14, 2020.
- Logic & Accuracy testing of election equipment for the January Runoff is complete.

#### **Highlights of plans for upcoming month:**

- Continue Preparations for January 5, 2020 Runoff.
- Advance Voting 12/14 thru 12/31 (closed 12/24 & 25 for Christmas Holiday & January 1 for New Years. No Saturday voting- not required for a Runoff Election).
- Work with Candidates/Public Officials on end of year ethics filings.
- Begin the process of annual IGA with the City of Dawsonville for the 2021 Municipal General Election
- Board of Elections & Registration December monthly meeting is December 16, 2020 at 96 Academy Avenue.



## Dawson County Board of Commissioners

### Dawson County Emergency Services Monthly Report – November 2020

| Fire Responses | SEP | OCT | NOV |  | EMS Responses | SEP | OCT | NOV |  | EMS Revenue                    |     |             |
|----------------|-----|-----|-----|--|---------------|-----|-----|-----|--|--------------------------------|-----|-------------|
| 2018           | 321 | 291 | 278 |  | 2018          | 269 | 230 | 222 |  | 2019                           | NOV | \$58,118.63 |
| 2019           | 364 | 363 | 322 |  | 2019          | 284 | 264 | 242 |  | 2020                           | NOV | \$51,750.82 |
| 2020           | 345 | 390 | 343 |  | 2020          | 249 | 255 | 232 |  | 10.96% decrease from last year |     |             |

| Plan Review and Inspection Revenue Total |            | Business Inspections Total |                                |
|------------------------------------------|------------|----------------------------|--------------------------------|
|                                          |            | Final Inspections          | Annual & Follow Up Inspections |
| County                                   | \$5,217.00 | 16                         |                                |
| City                                     | \$0.00     | 0                          |                                |
|                                          |            | 91                         |                                |
|                                          |            | 12                         |                                |

| HIGHLIGHTS: Dawson County Emergency Services Projects |             |                                        |   |
|-------------------------------------------------------|-------------|----------------------------------------|---|
| Training Hours Completed by Staff                     | 1,316 hours | Fire Investigations                    | 1 |
| PR Detail                                             | 0           | CPR Training per Individual            | 0 |
| Smoke Detector Installations                          | 0           | Stop the Bleed Training per Individual | 0 |
| Search & Rescue                                       | 3           | Child Safety Seat Installations        | 0 |
| Swift Water /Water Rescue                             | 0           | Plan Reviews                           | 6 |

| Types of Fires Total – 17                                                                                                                                        |   |                                                                                         |   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|-----------------------------------------------------------------------------------------|---|
| (11) 111-118: Structure Fire<br>Building, Cooking, Chimney- Flue, Incinerator, Fuel Burner-Boiler                                                                | 3 | (14) 141-143: Natural Vegetation Fire<br>Forest, Woods, Wildland, Brush, Grass          | 6 |
| (12) 121-123: Fire in Mobile but Fixed Structure<br>Mobile Home, Motor Home, RV, Camper, Portable Building                                                       | 1 | (15) 151-155: Outside Rubbish Fire<br>Rubbish, Trash, Waste, Dump, Landfills, Dumpsters | 3 |
| (13) 131-138: Mobile/Vehicle Property Fire<br>Passenger, Road Freight, Transport, Rail, Water Vehicles, Aircraft, Campers/RV, Off Road Vehicles, Heavy Equipment | 4 | (16) 161-164: Special Outside Fire<br>Storage, Equipment, Gas/Vapor, Mailbox            | 0 |

| Total Water Usage – 7,800 gallons |               |                |           |
|-----------------------------------|---------------|----------------|-----------|
| Etowah Water                      | 4,300 gallons | Pickens County | 0 gallons |
| City of Dawsonville               | 3,500 gallons | Big Canoe      | 0 gallons |
| Forsyth County                    | 0 gallons     | Other          | 0 gallons |



## Dawson County Board of Commissioners

### Facilities Monthly Report –November 2020

- **Total Work Orders: 40**
- **Community Service Workers: 0**

#### **HIGHLIGHTS:**

- \* Had lower concession stand removed at Veterans Memorial Park
- \* Replaced cameras at Historic Courthouse
- \* Bi-weekly fogging of county building



# DAWSON COUNTY, GA

Where Quality of Life Matters

## FACILITIES DEPARTMENT

### MONTHLY REPORT

For Period Covering the Month of **NOVEMBER 2020**

| SN | TASKS/ WORK DONE                                                           | LOCATION/S of Service        |
|----|----------------------------------------------------------------------------|------------------------------|
| 1  | Repaired 2" water line                                                     | New Fleet Shop               |
| 2  | Removed tree limbs around Gov Ctr & County Buildings due to Tropical Storm | County wide                  |
| 3  | Installed ice machine and electrical plug in                               | New Senior Ctr               |
| 4  | Replaced two (2) regulators on generator at FS #6                          | Fire Station #6              |
| 5  | Had Lower Concession Removed                                               | Veterans Memorial Park       |
| 6  | Replaced copper water line with PVC                                        | Jail                         |
| 7  | Replaced awning after storm                                                | Agriculture Building         |
| 8  | Replaced cameras                                                           | Historic Courthouse          |
| 9  | Inspected all generators                                                   | County wide                  |
| 10 | Installed Christmas trees and lights                                       | Gov Ctr/ Historic Courthouse |
| 11 | Had generator repaired                                                     | Fire Station #6              |
| 12 |                                                                            |                              |
| 13 |                                                                            |                              |
| 14 |                                                                            |                              |
| 15 |                                                                            |                              |
| 16 |                                                                            |                              |
| 17 |                                                                            |                              |
| 18 |                                                                            |                              |
| 19 |                                                                            |                              |
| 20 |                                                                            |                              |
| 21 |                                                                            |                              |
| 22 |                                                                            |                              |
| 23 |                                                                            |                              |
| 24 |                                                                            |                              |
| 25 |                                                                            |                              |
| 26 | Total Work Orders for the month = 40                                       | 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

# Dawson County Board of Commissioners

Finance Monthly Report – November 2020

## FINANCE HIGHLIGHTS

- **LOST Collections:** \$771,452 – up 14.8% compared to 2019
- **SPLOST Collections:** \$876,561 – up 15.0% compared to 2019; 53.58% over projections for October 2020; Total SPLOST VI collections: \$44,197,444
  - \$745,077– County Portion (85%)
  - \$131,484– City Portion (15%)
- **TAVT:** \$185,115 – up 17.1% compared to 2019
- **See attached Revenue and Expenditure Comparison for 2020**
- **Total County Debt:** \$2,805,100 (See attached Debt Summary)
- **Audit Status:** 2019 audit complete as of 6/30/2020.
- **EMS Billing Collections:** \$55,512 for October 2020; \$650,484 YTD
- **Budget Status:** FY 2021 Budget approved 12/3/2020
- **Monthly Donations/Budget Increases:** \$154,370
  - Passport Fees - \$665
  - Donations - \$3,705
  - Use of Fund Balance (County Attorney increase) - \$150,000

## PURCHASING HIGHLIGHTS

### **Formal Solicitations**

- None
- Upfitting of Sheriff's Office Vehicles

### **Informal Solicitations**

- None

### **Quotes for less than \$25,000 this month**

- Gasoline – Fleet Maintenance
- Diesel – Fleet Maintenance
- Painting of Weaver Senior Center – Facilities
- Urine Specimen Cups – Treatment Court
- Replace Lights at Library – Facilities
- Gate Repairs at Fueling Center – Facilities
- Golf Cart/Utility Cart – Sheriff's Office
- Demo/Removal of VMP Concession Stand – Park & Rec
- Dish TV - IT

### **Purchase for less than \$25,000 that did not receive required quotes**

- None

### **Pending Projects**

- Inmate Commissary & Banking Services
- Inmate Telephone/Video Visitation
- Road Repaving Project
- Awaiting Delivery of New Vehicles

### **Work in Progress**

- Land Use Resolution Update
- Design-Build of Fire Station 8
- Piping Project
- 400 Overlay Update
- 53 Overlay
- Energov Update

### **Future Bids**

- Rock Creek Park Turf for 3 Soccer Fields
- Install Soil Vapor Extraction System at Closed Landfill
- Security Maintenance at Dawson County Government Center & Sheriff's Office

### **Future Bids – SPLOST VI**

- Pothole Patching Machine – Roads
- Water Filtration System for DCGC & DCSO – Facilities
- 2020 Capital & SPLOST Projects

### **Purchase for more than \$25,000 that did not receive required sealed bids**

- None

## Budget to Actual

|              | Actual at<br>10/31/2020 | Percent of Budget<br>Actually Collected/<br>Expended | 2020 BOC (2)<br>Approved Budget | Over(Under)<br>Approved Budget | Percentage<br>Over(Under)<br>Approved Budget |
|--------------|-------------------------|------------------------------------------------------|---------------------------------|--------------------------------|----------------------------------------------|
| Revenue      | \$ 26,081,978           | 83.61%                                               | \$ 31,195,661                   | \$ (5,113,683)                 | -16.39%                                      |
| Expenditures | 22,797,571              | 73.08%                                               | 31,195,661                      | (8,398,090)                    | -26.92%                                      |
|              | <u>\$ 3,284,407</u>     | <u>10.53%</u>                                        | <u>\$ -</u>                     | <u>\$ 3,284,407</u>            | <u>10.53%</u>                                |

**\*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.

(1) Reporting actuals as of 10/31/2020 because revenue collections are 30 days behind. The LOST revenues for the month of October 2020 were received in November 2020.

(2) Change in total budget due to account adjustments:

|                      |                    |
|----------------------|--------------------|
| \$ 29,911,503        | Original Budget    |
| \$ 102,016           | Carryover Balances |
| \$ 939,558           | January            |
| \$ 3,395             | February           |
| \$ 4,599             | March              |
| \$ 29,118            | April              |
| \$ 1,436             | May                |
| \$ 455               | June               |
| \$ 1,535             | July               |
| \$ 5,726             | August             |
| \$ 41,950            | September          |
| \$ 154,370           | October            |
|                      | November           |
|                      | December           |
| <u>\$ 31,195,661</u> | Revised Budget     |

**ACTUAL COMPARISON  
JANUARY - DECEMBER 2020**

| MONTH                     | Jan          | Feb          | Mar         | Apr       | May       | Jun         | Jul        | Aug          | Sep        | Oct          | Nov       | Dec*      | YTD          |
|---------------------------|--------------|--------------|-------------|-----------|-----------|-------------|------------|--------------|------------|--------------|-----------|-----------|--------------|
| 2019 REVENUE              | 1,134,666    | 1,995,263    | 2,040,647   | 2,113,040 | 2,263,675 | 2,220,932   | 2,161,636  | 2,213,497    | 2,255,139  | 3,659,515    | 2,484,712 | 3,866,437 | 28,409,160   |
| 2020 REVENUE              | 1,270,151    | 2,149,916    | 2,256,958   | 1,984,127 | 2,046,586 | 2,284,093   | 2,423,070  | 2,467,239    | 2,841,996  | 6,357,842    |           |           | 26,081,978   |
| <b>% CHANGE</b>           | <b>12%</b>   |              |             |           |           |             |            |              |            |              |           |           | <b>-8%</b>   |
| 2019 EXPENSE              | 1,348,755    | 1,963,354    | 3,248,843   | 1,926,009 | 1,903,876 | 2,189,771   | 1,880,719  | 3,280,544    | 2,411,755  | 2,151,494    | 1,803,546 | 3,005,127 | 27,113,794   |
| 2020 EXPENSE              | 1,891,343    | 3,111,473    | 2,310,296   | 1,947,487 | 1,975,746 | 2,299,611   | 2,239,179  | 1,390,157    | 2,517,171  | 3,115,109    |           |           | 22,797,571   |
| <b>%CHANGE</b>            | <b>40%</b>   |              |             |           |           |             |            |              |            |              |           |           | <b>-16%</b>  |
| <b>2020 Total Rev-Exp</b> | \$ (621,192) | \$ (961,557) | \$ (53,338) | \$ 36,641 | \$ 70,840 | \$ (15,517) | \$ 183,891 | \$ 1,077,082 | \$ 324,825 | \$ 3,242,733 | \$ -      | \$ -      | \$ 3,284,407 |

**REVENUE**  
 YTD 2019 22,058,011  
 YTD 2020 26,081,978  
 % Changed 18.24%

**EXPEDITURES**  
 YTD 2019 22,305,122  
 YTD 2020 22,797,571  
 % Changed 2.21%

**\*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.



DAWSON COUNTY LOST COLLECTION ANALYSIS

| LOST COLLECTIONS BY SALES MONTH | 2019                    |                   |         |                         |           |          |                                         |                  |                | 2020                    |                       |         |                         |           |          |                                         |                      |          |
|---------------------------------|-------------------------|-------------------|---------|-------------------------|-----------|----------|-----------------------------------------|------------------|----------------|-------------------------|-----------------------|---------|-------------------------|-----------|----------|-----------------------------------------|----------------------|----------|
|                                 | TAVT \$ CHANGE % CHANGE |                   |         | TAVT \$ CHANGE % CHANGE |           |          | TOTAL OF LOST & TAVT \$ CHANGE % CHANGE |                  |                | TAVT \$ CHANGE % CHANGE |                       |         | TAVT \$ CHANGE % CHANGE |           |          | TOTAL OF LOST & TAVT \$ CHANGE % CHANGE |                      |          |
|                                 | 2019 LOST               | \$ CHANGE         | %CHANGE | TAVT                    | \$ CHANGE | % CHANGE | TAVT                                    | \$ CHANGE        | % CHANGE       | 2020 LOST               | \$ CHANGE             | %CHANGE | TAVT                    | \$ CHANGE | % CHANGE | TAVT                                    | \$ CHANGE            | % CHANGE |
| JANUARY                         | 570,415                 | 38,245            | 7.2%    | 120,669                 | 3,069     | 2.61%    | 691,084                                 | 41,314           | 6.36%          | 585,076                 | 14,660                | 2.57%   | 197,780                 | 77,111    | 63.9%    | 782,856                                 | 91,771               | 13.28%   |
| FEBRUARY                        | 530,367                 | 71,785            | 15.7%   | 96,559                  | 8,769     | 9.99%    | 626,926                                 | 80,554           | 14.74%         | 535,152                 | 4,785                 | 0.9%    | 162,878                 | 66,319    | 68.7%    | 698,029                                 | 71,104               | 11.3%    |
| MARCH                           | 607,250                 | (11,817)          | -1.9%   | 106,566                 | (21,172)  | -16.57%  | 713,816                                 | (32,989)         | -4.42%         | 546,172                 | (61,078)              | -10.1%  | 163,568                 | 57,003    | 53.5%    | 709,740                                 | (4,076)              | -0.6%    |
| APRIL                           | 684,280                 | 105,444           | 18.2%   | 159,706                 | 34,786    | 27.85%   | 843,986                                 | 140,230          | 19.93%         | 511,547                 | (172,733)             | -25.2%  | 103,305                 | (56,401)  | -35.3%   | 614,852                                 | (229,134)            | -27.1%   |
| MAY                             | 682,561                 | 49,033            | 7.7%    | 106,055                 | 6,001     | 6.00%    | 788,616                                 | 55,034           | 7.50%          | 645,955                 | (36,605)              | -5.4%   | 164,494                 | 58,439    | 55.1%    | 810,449                                 | 21,833               | 2.8%     |
| JUNE                            | 647,688                 | 53,030            | 8.92%   | 138,540                 | 32,962    | 31.22%   | 786,229                                 | 85,993           | 12.28%         | 717,680                 | 69,992                | 10.8%   | 193,280                 | 54,739    | 39.5%    | 910,959                                 | 124,731              | 15.9%    |
| JULY                            | 712,698                 | 49,937            | 7.53%   | 158,500                 | 47,723    | 43.08%   | 871,198                                 | 97,660           | 12.63%         | 707,901                 | (4,797)               | -0.7%   | 171,205                 | 12,706    | 8.0%     | 879,106                                 | 7,908                | 0.9%     |
| AUGUST                          | 642,212                 | 34,845            | 5.74%   | 156,919                 | 35,077    | 28.79%   | 799,131                                 | 69,921           | 9.59%          | 1,046,184               | 403,971               | 62.9%   | 171,212                 | 14,294    | 9.1%     | 1,217,396                               | 418,265              | 52.3%    |
| SEPTEMBER                       | 655,385                 | 70,050            | 11.97%  | 149,733                 | 34,398    | 29.82%   | 805,118                                 | 104,448          | 14.91%         | 739,021                 | 83,636                | 12.8%   | 173,450                 | 23,718    | 15.8%    | 912,471                                 | 107,354              | 13.3%    |
| OCTOBER                         | 671,934                 | (29,636)          | -4.22%  | 158,056                 | 34,432    | 27.85%   | 829,990                                 | 4,796            | 0.58%          | 771,452                 | 99,518                | 14.8%   | 185,115                 | 27,059    | 17.1%    | 956,567                                 | 126,577              | 15.3%    |
| NOVEMBER                        | 778,488                 | 47,429            | 6.49%   | 128,302                 | 36,839    | 40.28%   | 906,791                                 | 84,268           | 10.25%         |                         | (778,488)             | -100.0% |                         | (128,302) | -100.0%  | 0                                       | (906,791)            | -100.0%  |
| DECEMBER                        | 938,398                 | 95,358            | 11.31%  | 148,608                 | 58,037    | 64.08%   | 1,087,006                               | 153,395          | 16.43%         |                         | (938,398)             | -100.0% |                         | (148,608) | -100.0%  | 0                                       | (1,087,006)          | -100.0%  |
| Prorata Distribution(June)      | 3,291                   |                   |         |                         |           |          | 3,291                                   |                  |                | 606                     | (2,684)               | -81.6%  |                         | 0         |          | 606                                     | (2,684)              |          |
| Prorata Distribution (Dec.)     | 2,236                   |                   |         |                         |           |          | 2,236                                   |                  |                |                         | (2,236)               | -100.0% |                         | 0         |          | 0                                       | (2,236)              |          |
| <b>TOTAL</b>                    | <b>\$ 8,127,204</b>     | <b>\$ 573,703</b> |         | <b>\$1,628,212</b>      |           |          | <b>9,755,416</b>                        | <b>\$884,624</b> | <b>120.77%</b> | <b>\$ 6,806,746</b>     | <b>\$ (1,320,458)</b> |         | <b>\$1,686,287</b>      |           |          | <b>8,493,033</b>                        | <b>(\$1,260,147)</b> |          |

|                  |             |
|------------------|-------------|
| FY20 LOST & TAVT | 8,493,033   |
| FY19 LOST & TAVT | 9,755,416   |
| FY18 LOST & TAVT | \$8,871,741 |
| FY17 LOST & TAVT | \$8,094,043 |
| FY16 LOST & TAVT | \$7,147,120 |
| FY15 LOST & TAVT | 7,024,812   |
| FY14 LOST & TAVT | 6,771,602   |
| FY13 LOST & TAVT | 6,287,973   |
| FY12 CONVERTED   | 5,763,005   |
| FY12             | 5,632,027   |
| FY11             | 5,244,606   |
| FY10             | 4,939,542   |
| FY09             | 4,789,221   |
| FY08             | 5,015,881   |
| FY07             | 5,621,760   |
| FY06             | 5,608,446   |
| FY05             | 4,426,013   |
| FY04             | 3,527,663   |

BELOW FIGURES INCLUDE TAVT CALCULATIONS

|                     |             |
|---------------------|-------------|
| FY19 ACTUAL TO DATE | \$6,408,082 |
| FY20 ACTUAL TO DATE | \$6,806,746 |
| \$ DIFFERENCE       | 398,664     |
| % DIFFERENCE        | 6.22%       |

|                     |             |
|---------------------|-------------|
| FY19 ACTUAL TO DATE | \$7,759,383 |
| FY20 ACTUAL TO DATE | \$8,493,033 |
| \$ DIFFERENCE       | 733,649     |
| % DIFFERENCE        | 9.45%       |

**SPLOST 6**

| SPLOST COLLECTIONS BY SALES MONTH  | Total Actual     | Total Actual       | Total Actual       | Total Actual        | Total Actual        | County              |                     | %           | Total Actual       | County             |                    | %           | 2020             | 2020 Actuals    |
|------------------------------------|------------------|--------------------|--------------------|---------------------|---------------------|---------------------|---------------------|-------------|--------------------|--------------------|--------------------|-------------|------------------|-----------------|
|                                    | 2015             | 2016               | 2017               | 2018                | 2019                | (85%)               | City (15%)          | Change 2019 | 2020               | (85%)              | City (15%)         | Change 2020 | Projections      | vs. Projections |
| JANUARY                            |                  | 458,716            | 502,157            | 604,751             | 648,202             | 550,972             | 97,230              | 7.2%        | 659,726            | 560,767            | 98,959             | 1.78%       | 584,352          | 12.90%          |
| FEBRUARY                           |                  | 474,268            | 514,143            | 521,238             | 602,699             | 512,295             | 90,405              | 15.6%       | 607,910            | 516,724            | 91,187             | 0.9%        | 735,251          | -17.32%         |
| MARCH                              |                  | 561,400            | 608,288            | 703,497             | 688,532             | 585,252             | 103,280             | -2.1%       | 616,984            | 524,437            | 92,548             | -10.4%      | 651,786          | -5.34%          |
| APRIL                              |                  | 561,619            | 601,645            | 657,805             | 777,630             | 660,986             | 116,645             | 18.2%       | 581,347            | 494,145            | 87,202             | -25.2%      | 764,689          | -23.98%         |
| MAY                                |                  | 570,679            | 636,807            | 719,926             | 775,252             | 658,964             | 116,288             | 7.7%        | 733,999            | 623,899            | 110,100            | -5.3%       | 732,099          | 0.26%           |
| JUNE                               |                  | 582,823            | 660,473            | 675,757             | 735,862             | 625,482             | 110,379             | 8.9%        | 815,415            | 693,103            | 122,312            | 10.8%       | 560,203          | 45.56%          |
| JULY                               | 579,906          | 591,982            | 698,736            | 753,150             | 809,891             | 688,407             | 121,484             | 7.5%        | 819,086            | 696,223            | 122,863            | 1.1%        | 725,494          | 12.90%          |
| AUGUST                             | 537,416          | 549,012            | 645,796            | 690,198             | 728,964             | 619,619             | 109,345             | 5.62%       | 1,188,750          | 1,010,438          | 178,313            | 63.1%       | 720,708          | 64.94%          |
| SEPTEMBER                          | 552,590          | 580,089            | 682,219            | 665,171             | 743,147             | 631,675             | 111,472             | 11.72%      | 839,517            | 713,589            | 125,928            | 13.0%       | 611,514          | 37.28%          |
| OCTOBER                            | 543,321          | 613,703            | 623,291            | 797,261             | 762,365             | 648,010             | 114,355             | -4.38%      | 876,561            | 745,077            | 131,484            | 15.0%       | 570,748          | 53.58%          |
| NOVEMBER                           | 678,241          | 710,648            | 826,862            | 830,759             | 882,055             | 749,747             | 132,308             | 6.17%       |                    | -                  | -                  | -100.0%     | 766,924          | -100.00%        |
| DECEMBER                           | 771,324          | 807,105            | 910,697            | 958,016             | 1,065,726           | 905,867             | 159,859             | 11.2%       |                    | -                  | -                  | -100.0%     | 1,338,598        | -100.00%        |
| <i>Prorata Distribution (June)</i> | 2,318            | 1,707              | 1,031              | 2,607               | 3,739               | 3,179               | 561                 | 43.5%       | 687                | 584                | 103                | -81.6%      |                  |                 |
| <i>Prorata Distribution (Dec.)</i> |                  | 1,135              | 959                | 4,753               | 2,542               | 2,161               | 381                 | -46.5%      |                    | -                  | -                  | -100.0%     |                  |                 |
| <i>SPLOST Jet Fuel Tax (July)</i>  |                  |                    |                    | 2,861               |                     | -                   | -                   |             |                    | -                  | -                  |             |                  |                 |
| <b>TOTAL</b>                       | <b>6,708,332</b> | <b>\$7,064,885</b> | <b>\$7,913,104</b> | <b>\$ 8,587,749</b> | <b>\$ 9,226,607</b> | <b>\$ 7,842,616</b> | <b>\$ 1,383,991</b> |             | <b>\$7,739,984</b> | <b>\$6,578,986</b> | <b>\$1,160,998</b> |             | <b>8,762,368</b> |                 |

|                                            |                     |
|--------------------------------------------|---------------------|
| 2015                                       | \$ 3,665,116        |
| 2016                                       | \$ 7,064,885        |
| 2017                                       | \$ 7,913,104        |
| 2018                                       | \$ 8,587,749        |
| 2019                                       | \$ 9,226,607        |
| 2020                                       | \$ 7,739,984        |
| <b>Total SPLOST 6 Collections to date:</b> | <b>\$44,197,444</b> |

**DAWSON COUNTY**  
**DEBT SCHEDULE**  
11/30/2020

| DEBT DESCRIPTION       | BANK/PAYEE                | CURRENT SOURCE OF PAYMENT | DEBT ORIGINATION DATE | DUE DATE OF FINAL PMT | PRINCIPAL BAL AT 12/31/2019 | NEW LOANS IN 2020 | 2020 PMTS TO DATE    |                      | BALANCE DUE            | PENDING 2020 PAYMENTS |             | PROJECTED BAL AT 12/31/2020 | NOTES                                                                                                                                                                                                  |
|------------------------|---------------------------|---------------------------|-----------------------|-----------------------|-----------------------------|-------------------|----------------------|----------------------|------------------------|-----------------------|-------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                        |                           |                           |                       |                       |                             |                   | PRINCIPAL            | INTEREST             |                        | PRINCIPAL             | INTEREST    |                             |                                                                                                                                                                                                        |
|                        |                           |                           |                       |                       |                             |                   |                      |                      |                        |                       |             |                             |                                                                                                                                                                                                        |
| 2012 EWSA Bonds        | Community & Southern Bank | General Fund              | 5/14/2012             | 3/1/2027              | 2,745,000.00                | -                 | 270,000.00           | 77,278.20            | 2,475,000.00           | -                     |             | 2,475,000.00                | Partial defeasement of bonds in April 2012 reduced principal by \$1,525,000. Refunded Bonds and received lower interest rate of 2.96% on 5/14/2012. Interest due semi-annually on March 1 and Sept. 1. |
| Hwy 9 S land-EWSA Note | Community & Southern Bank | General Fund              | 9/1/2017              | 8/1/2027              | 1,144,305.48                |                   | 109,017.24           | 35,614.36            |                        |                       |             | -                           | This debt was paid off as part of a land sale by EWSA to D.R. Horton 10-23-20.                                                                                                                         |
| Fire Pumper Truck      |                           | SPLOST VI                 | 1/12/2018             | 1/12/2025             | 390,626.95                  |                   | 60,526.56            | 11,367.25            | 330,100.39             |                       |             | 330,100.39                  | Pumper was purchased January 2018. First annual payment from SPLOST VI paid Jan 12, 2019.                                                                                                              |
| <b>Totals</b>          |                           |                           |                       |                       | <b>\$ 4,279,932.43</b>      | <b>\$ -</b>       | <b>\$ 439,543.80</b> | <b>\$ 124,259.81</b> | <b>\$ 2,805,100.39</b> | <b>\$ -</b>           | <b>\$ -</b> | <b>\$ 2,805,100.39</b>      |                                                                                                                                                                                                        |



## Dawson County Board of Commissioners

### Fleet Maintenance and Fuel Center Monthly Report – November-2020

#### FLEET

- **Preventative Maintenance Performed: 24**
- **Tires Mounted: 19**
- **Repair Orders Completed: 52**
- **Labor Hours: 182.80**
- **Labor Cost Savings: \$ 14,624.00**  
(Comparison of the Fleet Maintenance rate of \$25.00 per labor hour to outsourced vendors rate of \$80.00 per labor hour)
- **Parts Cost Savings: \$ 10,054.00**  
(Comparison of Dawson County's parts discounts to outsourced markup; average 20%)
- **Total Cost Savings for Nov: \$ 11,040.10**

#### FUEL CENTER

- **Average Fuel Center Price Per Gallon:**  
Gasoline: \$ 1.46  
Diesel: \$ 1.63
- **Fuel Center Usage - Dawson County and Board of Education**  
Gasoline: 10,552.3 gallons; 736 transactions  
Diesel: 7,428.5 gallons; 200 transactions
- **Fuel Center Usage - Etowah Water and City of Dawsonville**  
Gasoline: 1,182.6 gallons; 66 transactions  
Diesel: 428.3 gallons; 13 transactions
- **Revenue from Etowah Water and City of Dawsonville: \$ 80.55**

#### HIGHLIGHTS

- We continue to keep Fleet Services clean by sanitizing all commonly used areas.
- \$59,080.87 was sold for the 2020 GOVdeals sale.



## Dawson County Board of Commissioners

### Human Resources Department Key Indicator Monthly Report – November 2020

#### **POSITION CONTROL**

- Positions approved by BOC: 627
- # of filled F/R Positions: 286
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 19
- # of filled P/R Positions: 87
- # of filled P/T Positions: 73
- # of Supplemental Positions: 57
- # of Vacant Positions: 78
- #of Frozen Positions: 27
- % of Budgeted/Actual Positions: 83%

#### **ADDITIONAL INFORMATION**

- FMLA/LOA/Military tracking: 3/0/1
- Unemployment Claims received: 0
- Property & Liability Claims: 5
- Worker's Compensation Claims: 1
- Performance Evaluations received: 0

#### **HIGHLIGHTS**

##### **Positions Advertised/Posted: 8**

- Emergency Services—Division Chief of EMS/Administration -- 4
- Emergency Services—Firefighter/Paramedic (Full Time) – 1
- Emergency Services—Firefighter/Paramedic (Part Time) – 0
- Emergency Services – Firefighter/EMT (Full Time) – 2
- Emergency Services – Firefighter/EMT (Part Time) – 1
- Public Works – Roads Operator I – 6
- Treatment Court – Treatment Court Counselor -- 7
- Facilities – Building Maintenance Mechanic -- 1
- General Application – 0

##### **Applications Received: 22**

##### **New Hires added into system: 11**

- Jacob William Bargar -- Sheriff's Office – Detention Officer
- Tyler James Breh – Sheriff's Office – Patrol Deputy
- Hunter Griffin – Public Works – Roads Operator I
- Jason William Wiley – Public Works – Roads Operator I
- Tamara Dale Lingerfelt – Senior Services – Senior Advocate
- Ellen V. Harrison – Superior Court – Baliff
- Cecelia Moore Rogers – Superior Court – Baliff
- Reginald B. Stowers – Superior Court – Baliff
- Christopher Charles Bogue – Emergency Services – Full Time Firefighter/EMT
- Christopher Casey Smith – Emergency Services – Full Time Firefighter/EMT
- Rodney Lavon Hubbard – Emergency Services – Part Time Firefighter/EMT

##### **Terminations/Resignations Processed: 12**

- Scott Hoke – Emergency Services – FT FF
- Wyatt Jobe - Emergency Services – FT FF
- Dustin Smith – Emergency Services – PT FF
- Samuel Warnke – Emergency Services – PT FF
- Brian Cohen – Emergency Services – Vol FF
- John Stancel – Emergency Services – Vol FF
- James Mincey – Emergency Services – Vol FF
- Linda Mincey – Emergency Services – Vol FF
- Alex Fortner – Emergency Services – Vol FF
- Matthew Groover – Treatment Ct. – Counselor
- Brynn Barber – DA's Office – Assistant DA
- Wesley Dowd – Facilities – Building Maintenance

##### **Additional Highlights November:**

Start of Maintain, Don't Gain Health Holidays Challenge



## **Dawson County Board of Commissioners**

Information Technology –November 2020

- **Calls for Service:115**
- **Service Calls Completed: 115**

### **Highlights**

- Continued assistance with Courts due to Covid restriction requirements
- Working on Courtroom issue related to Hurricane Eta
- Moved new and existing equipment into new Senior center



## Dawson County Board of Commissioners

### Planning and Development Monthly Report – November 2020

- **Total Building permits Issued**
  - November 2020: 74
  - YTD 2020: 652
  - Single Family New Homes: 10
  - Commercial Buildings: 12
- **Business Licenses Issued:**
  - November 2020: 167
  - YTD 2020: 1917
- **Variances/Zonings Processed:**
  - November 2020: 3
  - YTD 2020: 53
- **Plats Reviewed:**
  - November 2020: 2
  - YTD 2020: 57
- **Total Civil Plan Review Meetings:3**
  - YTD 2020:38
- **Total Building Plan Review Meetings: 6**
  - YTD 2020: 73
- **Impact Fee Collection**
  - November Residential: \$25,672.10
  - November Commercial: \$11,196.09
  - November Total: \$36,868.19
  - YTD 2020: \$1,288,508.29
- **Revenue**
  - Planning
    - November 2020: \$65,562.35
    - YTD 2020: \$734,883.52
  - Business Licenses
    - November 2020: \$61,630.32

- YTD 2020: \$370,995.88

- **Total Revenue**

- Jan - November 2019: \$1,287,498.72
- Jan - November 2020: \$3,719,764.17



# Marshal's Office 2020 Monthly Report

| Activity                                                              | January  | February | March    | April    | May      | June     | July     | August   | September | October  | November | December | Total Activities or Revenues |
|-----------------------------------------------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|----------|----------|----------|------------------------------|
| Animal Control Cases Logged                                           | 73       | 42       | 54       | 31       | 54       | 54       | 45       | 53       | 34        | 55       | 26       |          | 521                          |
| Animal Bites Investigated                                             | 6        | 1        | 4        | 4        | 10       | 3        | 3        | 3        | 1         | 2        | 1        |          | 38                           |
| Animals Quarantined                                                   | 3        | 0        | 4        | 4        | 8        | 2        | 3        | 2        | 0         | 1        | 2        |          | 29                           |
| Animals Taken to DC Humane Society                                    | 21       | 19       | 14       | 42       | 34       | 33       | 26       | 37       | 41        | 44       | 21       |          | 332                          |
| Dangerous Dog Classifications                                         | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         | 0        | 0        |          | 0                            |
| Animal Control Citations Issued                                       | 2        | 0        | 1        | 1        | 1        | 1        | 0        | 2        | 0         | 1        | 1        |          | 10                           |
| Animal Control Court Cases                                            | 5        | 2        | 0        | 0        | 0        | 1        | 1        | 2        | 2         | 1        | 1        |          | 15                           |
| Marshal's Office - After Hours Calls                                  | 38       | 29       | 20       | 10       | 23       | 5        | 14       | 5        | 30        | 41       | 23       |          | 238                          |
| Code Compliance Cases Logged                                          | 32       | 17       | 46       | 24       | 21       | 35       | 25       | 23       | 36        | 22       | 15       |          | 296                          |
| Erosion Site Visits                                                   | 5        | 4        | 3        | 10       | 4        | 4        | 5        | 1        | 2         | 2        | 4        |          | 44                           |
| Code Compliance Citations Issued                                      | 0        | 0        | 5        | 0        | 0        | 2        | 0        | 0        | 0         | 0        | 1        |          | 8                            |
| Non-Conforming Signs Removed or Signage letters sent                  | 49       | 4        | 10       | 0        | 2        | 0        | 0        | 0        | 0         | 3        | 0        |          | 68                           |
| Open Records Requests                                                 | 2        | 0        | 3        | 3        | 3        | 2        | 4        | 4        | 1         | 1        | 1        |          | 24                           |
| Code Enforcement Letters Mailed                                       |          |          |          |          |          |          |          | 10       | 1         | 10       | 4        |          |                              |
| Alcohol Pouring Permits Issued                                        | 40       | 40       | 18       | 0        | 16       | 16       | 31       | 48       | 38        | 20       | 0        |          | 0                            |
| Alcohol License Audit Site Visits                                     | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0        | 0         | 0        | 0        |          | 0                            |
| Alcohol Phone Calls or e-mails                                        | 0        | 0        | 89       | 0        | 0        | 0        | 4        |          | 1         | 20       | 0        |          | 114                          |
| Pouring Permit Audit Letters/Certified Business Letters Mailed        | 0        | 3        | 0        | 0        | 0        | 1        | 38       | 0        | 12        | 3        | 0        |          | 57                           |
| Code Compliance Court Cases                                           | 5        | 2        | 0        | 0        | 0        | 2        | 1        | 2        | 1         | 2        | 1        |          | 16                           |
| Short term Rental Letters Mailed                                      | 25       | 3        | 3        | 2        | 4        | 2        | 7        | 26       | 3         | 3        | 1        |          | 79                           |
| Short Term Rental Renewals                                            | 3        | 2        | 2        | 1        | 2        | 1        | 2        | 1        | 1         | 2        | 0        |          | 17                           |
| New Short Term Rentals                                                | 2        | 1        | 1        | 0        | 1        | 1        | 0        | 1        | 0         | 2        | 0        |          | 9                            |
| Sign Reviews Conducted                                                | 3        | 11       | 8        | 7        | 2        | 2        | 6        | 5        | 21        | 15       | 3        |          | 83                           |
| Signs Purchased                                                       | 2        | 8        | 6        | 0        | 4        | 1        | 6        | 5        | 9         | 9        | 13       |          | 63                           |
| Monthly Excise Tax Revenues                                           | 36844.60 | 33586.09 | 44870.96 | 46007.54 | 55168.08 | 56752.46 | 55396.88 | 48940.13 | 51442.06  | 53525.87 |          |          | \$ 482,534.67                |
| Monthly Pouring Permit Revenues                                       | 800.00   | 800.00   | 360.00   | 0.00     | 320.00   | 380.00   | 780.00   | 960.00   | 620.00    | 400.00   | 910.00   |          | \$ 6,330.00                  |
| Monthly Magistrate Revenues                                           |          |          |          |          |          | 50       | 50       | 200      | 100       | 0        | 0        |          | \$ 400.00                    |
| Monthly Marshal's Revenues, (STOP WORK, Dangerous Dog, etc., APPEALS) |          |          |          |          |          | 400      | 0        | 0        | 5100      | 100      | 0        |          | \$ 5,600.00                  |
| Monthly Sign Revenues                                                 | 300      | 1200     | 900      | 0        | 49       | 150      | 975      | 772.76   | 2677.1    | 825      | 1150     |          | \$ 9,549.86                  |



## Dawson County Board of Commissioners

### Parks and Recreation Monthly Report – November 2020

- **Youth Sports Participants**
  - November 2020: 1,016 – down 15.1% compared to same month last year
  - YTD 2020: 12,813 – down 14.8% compared to last year
- **Facility Rentals/Bookings/Scheduled Uses:**
  - November 2020: 1,132 – up 2.1% compared to same month last year
  - YTD 2020: 16,222 – down 27.1% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
  - November 2020: 2,788 – up 531.1% compared to same month last year
  - YTD 2020: 7,961 – down 55.9% compared to last year
- **Total Customers Served:**
  - November 2020: 4,936 – up 79.9% compared to same month last year
  - YTD 2020: 32,060 - down 33.2% compared to last year

### HIGHLIGHTS

#### **Park Projects:**

- Veterans Memorial Park renovations, including the new pavilion, are complete.
- A flood control berm is being redesigned at Rock Creek to help with flooding on soccer fields.
- We have set up barricades and directional signage at the gymnasiums at Veterans Memorial Park and Rock Creek Park for our basketball games. We're trying to help prevent people from congregating in common areas and trying to direct people in and out separate doors to encourage social distancing in the common areas.

#### **Athletic and Program Summary:**

- Adult Boot Camp, Pickleball, adult Tai Chi, Tennis clinics, adult Yoga continue to go well with specific safety guidelines.
- Travel Team activities continue to go well with specific safety guidelines.
  - 15 total teams registered (baseball, softball, basketball)
- The EPIC Day program for November was cancelled due to the COVID-19 but we hope to resume before the end of the year if the organizations associated with the event open back up fully.

- Pickleball open play continues to go well. When weather cooperates, most of the players use the outdoor courts.
- Football and cheer ended – 2 teams advanced to play-offs but unfortunately didn't make it past the first round.
- Fall baseball, softball, t-ball season has ended.
- Basketball (ages 7 and up) and wrestling practices began early November.
- Basketball player evaluations and drafts (ages 7 and up) were scheduled to take place the week of October 26<sup>th</sup> but we were only able to complete half of them due to storm Zeta cancelling our activities in the latter part of the week. The last few age groups were evaluated and drafted on November 2<sup>nd</sup>, which delayed the start of our practice season.
- Trunk or Treat was originally scheduled for October 31<sup>st</sup>, 4:00-6:00pm, at Rock Creek but storm Zeta took power, water, and road access away from most of Dawson County. So, we rescheduled the event for November 4<sup>th</sup>, 4:00-6:00pm. It went really well!!
- Instructional League Basketball (5-6 year olds) games started November 21<sup>st</sup> and are going great!
- Basketball (ages 7 and up) games began the week of November 30<sup>th</sup> and got off to a great start.

**On the Horizon:**

- Breakfast with Santa was scheduled for December 5<sup>th</sup>, 8:00-11:00am, at Rock Creek; however, Santa had to back out last minute due to health reasons and we weren't able to find a replacement on such short notice.
- We will host a drive-in movie on Saturday, December 19<sup>th</sup> at Rock Creek. This will be a true drive-in style movie with no vendors and no "lawn" seating.



## Dawson County Board of Commissioners

### Public Works Monthly Report –November 2020

#### **ROADS:**

- Work Orders: 91
- Gravel: 1,164.27 tons
- Limb ROW: 4.2 miles

#### **PROJECT MANAGEMENT:**

- **Rock Creek Berm Project:** This project is under review and we will move forward to begin getting this project to the board. Since the flooding back in February which shown that the design of the berm isn't sufficient, the berm went back to Corey Guthrie for a redesign to extend the berm and asphalt walkway an additional 400 feet on both sides extending past the walk over bridge and along the soccer field. Dawson County received the redesigned plans from Corey Guthrie. Jackie Townley gave the county a revised price of the additional construction of \$66,586.00. This would make the grand total of the project \$122,742.60. Exploratory wall pricing was also received instead of a berm which totaled \$139,469.00.
- **Fire Station 8:** Currently the Fire Station is moving forward; all of the drywall has been completed and millworks and finishing's are starting to take place. All of the low voltage has been run and speakers and light currently being installed. This week we are planning on paving the site. Contractually the project is still scheduled to be completed by end of the year.
- **Senior Center:** A meeting was held with Melissa with DCA to do a final walk though of the building. she said the place was beautiful and she appreciates all of county staff hard work. There are still some outstanding punch list items that are still being completed and will be done ASAP.
- **Harry Sosebee Round-a-bout:** The BOC awarded Vertical Earth the project of contracting the RAB on November 19<sup>th</sup> since then preliminary meetings with the contractor has already began. Construction of the first phase of the RAB will begin in the upcoming days. ROW acquisition was obtained by county staff for the development of the RAB as well.
- **Veterans Memorial Park Civil package:** A meeting was held with Vertical Earth and the county regarding the pavilion slab, the contractor is confident if additional saw cuts are made to the concrete that the water will dissipate the water. The county informed the contractor that if this does not solve the water issue then additional work will be needed to remove the water from the slab.
- **Veteran's Memorial Park Restroom Demolition:** This project has been completed
- **Burt Creek Road K9 Building:** The county met with Boxx modular about a new 24X60 trailer that is to be installed at the K9 building for the sheriff's department. the existing trailer is to be demo by Jackie Townley and the new trailer IFB has already been released. Permitting will be done by the county and Jackie will cap all utilities for re use

#### **TRANSFER STATION:**

- Solid Waste: 537.86 Tons
- Recycling: 18.98 Tons
- Recycling Scrap Metal: 9.82 Tons



## Dawson County Board of Commissioners

### Dawson County Senior Services Monthly Report – November 2020

#### **SENIOR CENTER**

- **Home Delivered Meals Served**
  - November 2020: 2,632
  - YTD 2020: 26,920
- **Congregate Meals Served**
  - November 2020: 478
  - YTD 2020: 3,698
- **Physical Activity Participation** (Tai Chi, Silver Sneakers, Yoga, individual fitness)
  - November 2020: 0
  - YTD 2020: 1,239
- **Lifestyle Management Participation** (Awareness, Prevention, Virtual Learning)
  - November 2020: 494 (information sent to clients with meals)
  - YTD 2020: 6,937

#### **TRANSIT**

- **DOT Trips Provided**
  - November 2020: 133
  - YTD 2020: 1,445
- **Senior Trips Provided**
  - November 2020: 192
  - YTD 2020: 2,619
- **# of Miles**
  - November 2020: 4,140
  - YTD 2020: 36,116
- **Gallons of Fuel**
  - November 2020: 483
  - YTD 2020: 4,431

**LOST and SPLOST Collections**

Local Option Sales Tax (LOST) collections are up 14.8% for the same month in 2019 and up 6.22% for year to date. Special Purpose Local Option Sales Tax (SPLOST) collections are up 14.98% for the same month in 2019 and came in 53.58% over projections. Total SPLOST VI collections (July 2015 to present) are \$44,197,444.

October collections received in November are as follows:

|               |                     |
|---------------|---------------------|
| <b>LOST</b>   | <b>\$771,452.02</b> |
|               |                     |
| <b>SPLOST</b> | <b>\$876,561.15</b> |
| County (85%)  | \$745,076.98        |
| City (15%)    | \$131,484.17        |

**Items Approved by the County Manager Since November 19, 2020**

|                                 |                    |                                                                                         |                          |                    |                                                                               |                                                                              |
|---------------------------------|--------------------|-----------------------------------------------------------------------------------------|--------------------------|--------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| Southern Tire Mart              | Fleet Services     | Tires for Equipment/Vehicles                                                            | IFB                      | Contract           | Depends on Needs of Fleet                                                     | Funding Source – Fleet Regular Operating Budget                              |
| Leonard Snacks                  | Parks & Recreation | Concessionaire Services<br><br>Note: Parks will still provide services at the VMP pool. | Formal Request for Quote | Contract           | 7% Commission to the County                                                   | Funding Source - Will be deposited in Parks Regular Operating Revenue Budget |
| American Pool Aquatic Solutions | Parks & Recreation | Swimming Pool Chemical/Maintenance                                                      | Renewal Price Increase   | Contract Amendment | Approximately \$100/Month Increase Off-Season with 70 Visits versus 51 Visits | Funding Source – Parks Regular Operating Revenue Budget                      |