

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA - THURSDAY, SEPTEMBER 10, 2015
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00 PM**

M. NEW BUSINESS

1. Presentation of request to hold Senior Center Quilt Raffle - Senior Center Director Dawn Pruett
2. Presentation of FY 2016 Legacy Link Addendum #1 - Senior Center Director Dawn Pruett
3. Presentation of the Hazard Mitigation Plan Update Grant Application - Emergency Services Director Billy Thurmond
4. Board Appointments:
 - Lori VanSickle - Dawson County Library Board - *replacing Kay Black* (Term: September 2015 to August 2019)
 - Duane Wallace - Dawson County Library Board - *replacing Eydie Stegall* (Term: September 2015 to August 2019)
5. County Manager Report
6. County Attorney Report

Backup material for agenda item:

1. Presentation of request to hold Senior Center Quilt Raffle - Senior Center Director Dawn Pruett



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Senior Center

Presenter: Dawn Pruett

Submitted By: Dawn Pruett

Date Submitted: 8-24-2015

Item of Business/Agenda Title: Raffle for Senior Center

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain:

Purpose of Request: Approval for Senior Center to sell tickets for raffle of quilt on Saturday, December 5, 2015 at the Christmas Bazaar.

Department Recommendation: Recommend approval of Raffle.

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information:

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: Budget will be added as donations as proceeds are received.

No

Amount Requested: n/a

Amount Budgeted: n/a

Fund Name and Account Number: 100-00-5521-XXXXXX-000

Administration Staff Authorization

Dept. Head Authorization: Dawn Pruett Date: 8-24-2015

Finance Dept. Authorization: Dena Bosten Date: 9-3-2015

County Manager Authorization: CINDY CAMPBELL Work Session Date: 09/10/2015

Comments: _____



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Quilt Raffle for Senior Center

DATE: 8-24-2015

BUDGET INFORMATION:

ANNUAL- _____
CAPITAL- _____

- RECOMMENDATION**
 POLICY DISCUSSION
 STATUS REPORT
 OTHER

COMMISSION ACTION REQUESTED ON: September 17, 2015

PURPOSE: Request the BOC approval for the Margie Weaver Senior Center to sell raffle tickets for a quilt to assist in funding programs for the center.

HISTORY: The Senior Center started a quilt raffle three years ago at the same time they started their annual Christmas Bazaar.

FACTS AND ISSUES: The proceeds from the raffle help to assist with funding at the center for various projects including Christmas, art/painting classes, field trips, special activities, etc. Dawson County Sheriff's Office has approved and issued license to the center to raffle off the quilt.

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-
- OPTIONS:**
1. Approve Quilt Raffle for the annual Christmas Bazaar.
 2. Do not approve Quilt Raffle for the annual Christmas Bazaar.

RECOMMENDED SAMPLE MOTION: Motion to approve the quilt raffle for the Senior Center for 2015.

DEPARTMENT: Senior Center

Prepared by: Dawn Pruett

Director Dawn Pruett

DAWSON COUNTY SHERIFF'S OFFICE RAFFLE LICENSE

THIS IS TO CERTIFY THAT

Organization

Dawson County Senior Center

The bearer of this license has met the requirements stated in
Georgia Code 16-12-22.1 to operate raffles.

Licensee:

Dawn Pruett, Director

Address 201 Recreation Road, Dawsonville, GA 30534

LICENSE EXPIRES DECEMBER 31

08-21-2015

Issued


Billy Carlisle, Sheriff of Dawson County

Backup material for agenda item:

2. Presentation of FY 2016 Legacy Link Addendum #1 - Senior Center Director Dawn Pruett



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: Senior Center

Presenter: Dawn Pruett

Submitted By: Dawn Pruett

Date Submitted: 9-1-2015

Item of Business/Agenda Title: Approval of FY 2016 Legacy Link Addendum #1

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only
(no action needed)

OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain:

Purpose of Request: Commission approval of FY 2016 Legacy Link Addendum #1

Department Recommendation: Recommend approval of FY 2016 Legacy Link Addendum #1

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information:

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: Original Contract approved at \$89,207 Federal/State and \$233,999 Local Match.

No Revised amounts are \$85,901 Federal/State funds and same local match. Decrease in grant amount of \$3,306.

Amount Requested:

Amount Budgeted:

Fund Name and Account Number: 250-00-5510-XXXXXX-016

Administration Staff Authorization

Dept. Head Authorization: Dawn Pruett

Date: 9-1-2015

Finance Dept. Authorization: Dena Bosten

Date: 9-3-2015

County Manager Authorization: CINDY CAMPBELL

Work Session Date: 9-10-2015

Comments: _____



DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: FY 2016 Legacy Link Addendum #1

DATE: 9-1-2015

BUDGET INFORMATION:

ANNUAL- _____

CAPITAL- _____

- RECOMMENDATION**
- POLICY DISCUSSION**
- STATUS REPORT**
- OTHER**

COMMISSION ACTION REQUESTED ON: 9-10-2015 Work Session/9-17-2015 Voting Session

PURPOSE: Approval of FY2016 Legacy Link Addendum #1.

HISTORY: Addenda are normally made every year with Legacy Link because original contract amounts are estimates and addenda are based on actual amounts allocated from Federal/State funds.

FACTS AND ISSUES:

-
-
- OPTIONS:**
1. Approve FY2016 Legacy Link Addendum #1.
 2. Do not approve FY2016 Legacy Link Addendum #1.

RECOMMENDED SAMPLE MOTION: Motion to approve FY 2016 Legacy Link Addendum #1.

DEPARTMENT: Senior Center

Prepared by: Dawn Pruett

Director _____



August 31, 2015

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

Dear Mr. Berg:

Enclosed are two (2) original copies of the FY-2016 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, 2015– June 30, 2016.

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 me at lgearls@legacylink.org.

Sincerely,

A handwritten signature in blue ink that reads "Linda Earls Clark".

Linda Earls Clark
AIMS Financial Specialist

cc: Contract File

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, 2015.

Said Agreement is amended to read as follows.

5. Compensation.

(d) The Legacy agrees to provide federal and state funds for congregate meals in the amount of Six Thousand Seven Hundred Ninety One Dollars (\$6,791.00) and federal and state funds for home-delivered meals in the amount of Twenty Two Thousand Fifty Seven Dollars (\$22,057.00).

6. Non-Federal Funds.

The minimum cash requirement for the term of the Agreement, being Seventeen Thousand One Hundred Twenty Nine Dollars (\$17,129.00) for congregate meals and Sixty Seven Thousand Two Hundred Thirty Eight Dollars (\$67,238.00) 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 Two Hundred Thirty Three Thousand Nine Hundred Ninety Nine Dollars (\$233,999.00).

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



Backup material for agenda item:

3. Presentation of the Hazard Mitigation Plan Update Grant Application - Emergency Services Director Billy Thurmond



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA REQUEST

All items requiring action by the Commissioners must be presented first at a work session. The following information should be provided for each item.

No item will be considered for a work session until the Department has received authorization on the item by the County Manager.

Form must be submitted to the County Clerk 10 days prior to the meeting date.

Department: ESA

Presenter: Billy Thurmond

Submitted By: Billy Thurmond

Date Submitted: 08-31-2015

Item of Business/Agenda Title: Hazard Mitigation Plan Update Grant

Attach an Executive Summary fully describing all elements of the item of business. (Attached)

THE ITEM IS FOR:

Work Session presentation only (no action needed) OR **Commission Action Needed.**

Is there a deadline on this item? If so, Explain: Deadline for submittal is Sept. 17, 2015

Purpose of Request: Every five years each county is required to update their hazard mitigation plan and have it approved by GEMA and FEMA. This make counties eligible for Federal and State funding in case of a disaster declaration.

Department Recommendation: Approval to submit for Hazard Mitigation grant

If the action involves a Resolution, Ordinance, Contract, Agreement, etc. has it been reviewed by the County Attorney?

Yes Explanation/ Additional Information: _____

No

If funding is involved, are funds approved within the current budget? **If Yes, Finance Authorization is Required Below.**

Yes Explanation/ Additional Information: 75% federal; 10% State; 15% county match. Our portion would be paid through in-kind labor. No actual dollar cost to the county.

No

Amount Requested: Total \$24,000.00

Amount Budgeted: Budget will be added if approved.

Federal \$18,000 State \$2,400 County \$3,600 In-kind

Fund Name and Account Number: 250-00-3928-XXXXX-000

Administration Staff Authorization

Dept. Head Authorization: Billy Thurmond

Date: 08-31-2015

Finance Dept. Authorization: Dena Bosten

Date: 09-03-2013

County Manager Authorization: CINDY CAMPBELL

Work Session Date: 09/10/2015

Comments: _____

Attachments: Agenda request, Executive summary, Application



**DAWSON COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Hazard Mitigation Plan Update Grant

DATE: 08-31-2015

- RECOMMENDATION**
- POLICY DISCUSSION**
- STATUS REPORT**
- OTHER**

BUDGET INFORMATION:

ANNUAL- In-Kind match
CAPITAL-

COMMISSION ACTION REQUESTED ON: Request approval to apply for Hazard Mitigation Plan Grant

PURPOSE: This grant would supply funding for the county to contract for services to update the counties Hazard Mitigation Plan. This would keep the county in compliance with GEMA and FEMA.

HISTORY: Every five years the county is required to have an updated Hazard Mitigation Plan.

FACTS AND ISSUES: The plan allows the county to remain in compliance with GEMA and FEMA regulations. It also allows the county to be eligible for disaster funding. County portion of \$3600.00 would be paid through in-kind labor.

OPTIONS: None

RECOMMENDED SAMPLE MOTION: BOC approval to apply for HMPG funding.

DEPARTMENT:

Prepared by: Billy Thurmond

Director Billy Thurmond

THIS SECTION FOR STATE USE ONLY

FEMA-_____-DR-_____

Application Complete

In Declared Area

Statewide

HMGP Planning

Eligible Applicant

State or Local Government

Private Non-Profit (Tax ID Received)

Community NFIP Status:

Participating Community ID #: _____

State Application ID _____

In Good Standing Non-Participating CRS

Date Application Received _____

State Reviewer _____

Signed _____ Date _____

FEMA Application Hardcopy Submittal Date: _____

FEMA Application Completed NEMIS Entry Date: _____

**** Please submit two signed and one Microsoft Word copy of the application ****

This application is for the Hazard Mitigation Grant Program (HMGP) for a plan update proposal administered by the Georgia Emergency Management Agency (GEMA). Please complete all sections and provide all information as requested. **Incomplete applications will not be forwarded to FEMA for their review.** If you require assistance with this application, contact Kelly Reeves, Planner at (404) 635-2125.

Applicant Information

1. **Project Title: HAZARD MITIGATION PLAN UPDATE**

2. **Applicant (Organization) Dawson County**

3. **Applicant Type**

State or Local Government

State Legislative District(s): 7th & 9th Congressional District(s): 9th

Federal Tax I.D. Number : 58 – 6011882

DUNS Number : 03 - 948 – 6055

FIPS Code: 13085

4. **National Flood Insurance Program CID #: 1 3 0 3 0 4**

5. **NFIP Community Rating System Class Number: N/A**

6. **Point of Contact** (Individual responsible for the grant)

First Name: Billy Last Name: Thurmond

Title: EMA Director: Telephone: (706) 344-3666

Street Address: 393 Memory Lane

City: Dawsonville State: GA Zip Code: 30534

E-mail address: Bthurmond@dawsoncounty.org

7. **Authorized Applicant Agent** (An individual authorized to sign financial and legal documents on behalf on the local government (e.g., the Chairperson, Board of County Commissioners or the County Manager, etc.)

First Name: Mike _____ Last Name: Berg _____

Title: Chairman, Dawson County Board of Commissioner__Telephone: (706) 344-3501x 235 Fax: (706) 344-3889

Street Address : 25 Justice Way Suite 2313 _____

City: Dawsonville _____ State :GA Zip Code: 30534 _____

E-mail address : chairman@dawsoncounty.org

Signature: _____ Date: _____

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

I. Project Description – Narrative Statement

A. Mitigation Activity

1. Please describe the strategy for completing this planning activity, including the review process, adoption and FEMA’s approval.

The County will form a planning committee comprised of representatives of various county departments, as well as other interested parties, such as outside state and regional agencies, local businesses, residents, the City of Dawsonville, public etc. The committee will be lead by the EMA Director and will meet on a regular basis with the contracted consultant in order to accomplish the items set forth in the Scope of Work below, including addressing any recommended revisions from the original plan’s review crosswalk (attached). The consultant will coordinate the planning process including the meetings, write the plan based on committee findings and work through the State and Federal review and approval process. The consultant will coordinate the process of meeting the objectives outlined in the Scope of Work below with the assistance and input of the appropriate committee members and local staff resources as necessary. Outside interested parties will be invited to participate by direct invitation and by public postings and meeting notices. A minimum of two public hearings will be held in order to provide the public an opportunity to comment during the drafting phase and prior to final adoption.

2. Please describe how the applicant will manage the costs and schedule and how successful performance will be ensured.

A budget will be set according to the budget figures in this application to allow for the use of a contractor and labor on the part of committee members and other staff members. Expenses will be incurred according to the budget items and will not exceed the total grant award. This will be tracked by the county as well as the State’s grants management system which tracks expenses to date and remaining grant figures. Also, the county will track each budget allocation as expenses are occurred under those allocations to ensure that expenses remain within the allowed budget.

3. Please describe the staff and resources needed to implement this mitigation activity and the applicant’s ability to provide these resources.

This planning process involves a variety of staff and expertise, which will be used as necessary. Specifically, expertise will be needed from the Fire Department, Tax Assessor, Building Inspections, Public Health, etc. Dawson County is able to provide the staff resources to meet these needs.

4. Please explain how this mitigation activity will leverage involvement of partners to enhance its outcome.

The planning process will involve the opportunity for outside agencies and public to be a part. This will be done by a combination of direct invitation, public notice and individual meetings with the various agencies as necessary.

5. Please describe the outreach activities that are planned relative to this mitigation activity (signs, press releases, success stories, etc) and/or how this mitigation activity will serve as a model for other communities.

At the outset of the process, the EMA Director will invite various outside State agencies, local businesses, The City of Dawsonville and others to be a part of the process. In addition, the public will be notified and invited to attend through public notices and a minimum of two public meetings with opportunity for public comment.

6. Please describe how this planning activity will benefit the applicant’s constituents.

This activity will benefit the local citizens of Dawson County by providing a current and up to date hazard mitigation plan for Dawson County and the City of Dawsonville, thereby ensuring the County and City’s eligibility to participate in future mitigation grants.

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

7. Does your County plan to update your Hazard Mitigation Plan In-House or with the assistance of an outside contractor?
[] In-House [X] Contractor

(If outside contractor selected please describe the duties they will perform to meet the Scope of Work below)

Dawson County intends to contract with a consultant to act as the facilitator of the planning process as well as to develop and write the plan update. The consultant and the County will attend GEMA Pre-Disaster Mitigation planning workshops as they are offered.

The contracted consultant will meet with the EMA Director and GEMA as necessary to discuss the plan development process and construct an invitation list for the larger planning committee.

The contracted consultant and County EMA Director will pull together existing data, plans, and EMA capabilities together in a draft report to be discussed by both the Task Force and the larger stakeholder group. This will include the base HRV analysis provided by GEMA and added to by local data and the contracted consultant efforts.

The contracted consultant will Review all hazards to address any newly identified hazards that pose a more significant threat than was apparent when the previously approved plan was prepared and discuss new occurrences of hazard events and update the probability of future occurrences.

The contracted consultant will work the Task Force to update the current inventory of existing and proposed buildings, infrastructure, and critical facilities in hazard areas.

The contracted consultant will update the loss estimate to reflect any changes to the hazard profile and/or the inventory of structures.

The contracted consultant will analyze, update, and continue development of Goals, Objectives, and Action Steps with the assistance of the task force and stakeholders.

The contracted consultant will update the Plan Maintenance and Implementation to include an analysis of whether the previously approved plan's method and schedule for monitoring, evaluating, and updating the plan worked, and what elements or processes, if any, were changed; and discuss the method and schedule to be used over the next five years.

The contracted consultant will describe how the community was kept involved during the plan maintenance process over the previous five years, within the planning process section of the plan update and how they will continue public involvement during the planning period.

The contracted consultant will work with the planning committee and GEMA staff throughout the State and Federal plan review process to ensure that, in the end, Dawson County has a federally approved updated hazard mitigation plan

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

B. Scope of Work

Dawson County will update its existing Multi-jurisdictional Mitigation Plan according to the requirements of the Disaster Mitigation Act of 2000. This Scope of Work was designed in conformance to FEMA Plan Guidance requirements.

Dawson County agrees to have representatives attend and participate in all GEMA and local level mitigation planning meetings and workshops. The county will coordinate as needed with the GEMA representative to utilize the tools necessary and to ensure that the plan meets the most current Federal regulations. Each county will be required to complete the following: Critical Facility Inventory and basic mapping will be established in the Georgia Mitigation Information System, including running reports by jurisdiction for each identified hazard; GEMA Worksheets 3A for each participating jurisdiction for each identified hazard; high level detail for all mitigation action steps as required by FEMA and GEMA; insure all "recommended revisions" from their previous FEMA Plan review are addressed in the plan update.

Additionally, Dawson County will insure the plan update is consistent with the most current requirements from FEMA, including:

- **Identify all changes to the plan within each section**
- **Update the Planning Process**
 - List jurisdictions participating in the plan that seek approval.
 - Describe process used to review and analyze each section of plan, as well as process to determine if a section warranted an update.
- **Improve the risk assessment**
 - Address any newly identified hazards that pose a more significant threat than was apparent when previously approved plan was prepared.
 - Discuss new occurrences of hazard events and update the probability of future occurrences.
 - Incorporate new information where data deficiencies were identified in the original plan, or if the data deficiencies remain unresolved, explain why they remain unresolved and include a schedule to resolve the issue.
 - Include current inventory of existing and proposed buildings, infrastructure, and critical facilities in hazard areas, including existing NFIP repetitive loss structures. The community will determine how far into the future they wish to go in considering proposed buildings and Critical Facilities based on and timed with data gathering phase of their comprehensive plan or land use plan update.
 - The loss estimate should be updated to reflect any changes to the hazard profile and/or the inventory of structures. Any changes to analysis methodologies must be noted. Any previously noted data deficiencies should be updated or explained.
 - Should include a general overview of land uses and types of development occurring within community and highlight any new and/or relevant information.
 - If there are changes in the risk assessment or the vulnerability of the community to the hazards, the information must be attributed to the appropriate jurisdiction(s) or to the whole planning area, whichever applies.
- **Analyze, update, and continue development of Goals, Objectives, and Action Steps**
 - Use this update as an opportunity for jurisdictions to reconsider the goals and objectives. For goals and actions that remain, the plan must document that they were re-evaluated and deemed valid and effective.
 - Goals and objectives shall include the community's strategy for new or continued NFIP participation. Continue to use the "STAPLEE Criteria" (Social, Technical, Administrative, Political, Legal, Economic, and Environmental), or incorporate the STAPLEE Criteria if not previously used to assess the value of and develop an understanding of the cost effectiveness of mitigation action steps. If actions remain unchanged, the updated plan must indicate why changes are not necessary.
 - Shall include evaluation and prioritization for any new mitigation action steps.
- **Update the Plan Maintenance and Implementation**
 - Must include an analysis of whether previously approved plan's method and schedule for monitoring, evaluating, and updating plan worked, and what elements or processes, if any, were changed; and discuss method and schedule to be used over next five years.
 - Describe other planning mechanisms or ordinances that this plan will be incorporated into, such as Comprehensive Plans.
- **Information Dissemination**
 - Describe how community was kept involved during plan maintenance process over previous five years, within planning process section of plan update.
 - Plan maintenance section shall describe how community will involve public during plan maintenance process over next five years.
- **Adoption and Review**
 - The plan will be submitted for State review and recommendation prior to adoption.
 - Upon recommendation from GEMA, the county and participating municipalities will adopt the plan.
 - The adopted plan will be submitted for FEMA review and approval.

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

C. Evaluation Information

1. Current Dawson County Hazard Mitigation Plan Approval Date: July 30, 2013
2. Current Dawson County Hazard Mitigation Plan Expiration Date: July 29, 2018

D. Project Milestones

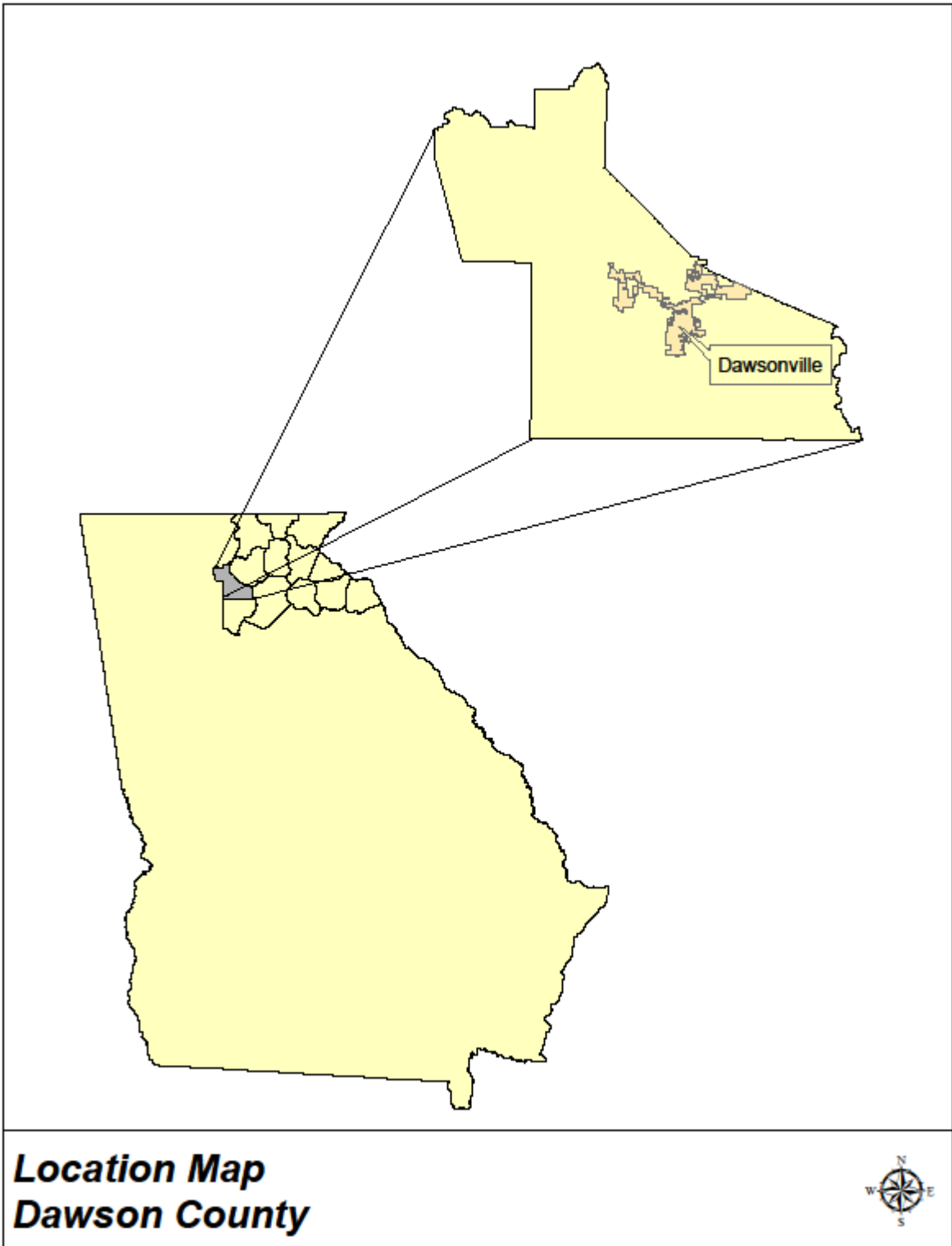
List the major milestones in this project:

<u>Milestone</u>	<u>Number of Days to Complete</u>
Issuance of Subgrantee/Grantee Agreement	90 days
Hire Planning Consultant	60 days
Establish and Form Planning Committee	60 days
Gather Critical Facilities Data	90 days
Hazard Identification and Risk Assessment Update	120 days
Analyze, update, and continue development of Goals, Objectives, and Action Steps	90 days
Mitigation Strategy Update	90 days
Update the Planning Process	60 days
Submit Plan for GEMA Review and Approval	30 days
Submit Plan for FEMA Review and Approval	60 days
Plan Adoption and implementation	60 days
Update Plan Maintenance and Implementation	60 days
Financial Reconciliation and Closeout	<u>90 days</u>
Total	960 days

E. Location

Please provide a county map and give a brief description of the county and list the municipalities that will be covered by this plan update along with a description of each. (Example: Date founded, population, major industries, special events, etc.)

Dawson County was created by a legislative act on December 3, 1857, primarily out of Lumpkin County and smaller parts of Gilmer, Pickens and Forsyth counties. Dawsonville, Georgia is the civic seat and social center of Dawson County. The City was incorporated in 1959 and became the center for county government operations in 1860. Throughout the 1830's and 1840's the area that was to become Dawson County was in the midst of the first gold rush in America. Numerous mines and mining operations - some within the city limits of Dawsonville - were located throughout the area. Remnants of these mines and small mining projects can still be found within the county. Over time the local economy has flourished and struggled with a mostly agriculture base, but Dawsonville's prevailing identity stems from its origins as a haven for the production and trade of moonshine. The popularity of this era remains with a cultural festival named after the illegal alcohol, while, more importantly, the production of fast cars used to transport moonshine lead to the community's fascination with auto racing that survives today within a local museum. The southern terminus of the Appalachian Trail lies in Dawson County, which, combined with the abundant reserved forest within the area, has raised the profile of outdoor recreational activities for locals and tourists alike. But retail commerce and industry has grown in the region, as well, as suburban development and population growth has crept to and beyond the Dawson County line. Georgia Highway 400 and an outlet mall have raised the regional awareness of Dawsonville, and modern technology has helped permit the once small, rural community to blossom with potential for true urbanized amenities.



**Location Map
Dawson County**

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

History of Hazards

Please provide an assessment of the frequency and severity of each of the following hazards that have affected Dawson County in the past.

Coastal Storms:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Earthquake:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Windstorms:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Fire:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Flood:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Freezing:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Hurricane:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Mud/Landslide:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Severe Ice Storms:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Severe Storms:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Snow:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Tornado:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Tsunami:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Typhoon:

Frequency: Not Applicable Very Low Low Moderate High
Severity: Minor Serious Extensive Catastrophic

Volcano:

Frequency: Not Applicable Very Low Moderate High
Severity: Minor Serious Catastrophic

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

II. Budget

In this section, with regard to the Scope of Work [Section I(B) above], please provide details of all costs in relation to this project. Reasonable cost estimates are essential. **Do not** include contingency costs in the budget. (See example below)

A. Labor

Description	Hours	Rate	Cost	Source
County Staff	240	\$25.00/hr.	\$6,000.00	County Budget

The budget includes \$6,000.00 for county staff to be utilized as part of the non-Federal share. The cost for the county staff was determined based upon an average salary for the staff anticipated to participate in the planning process multiplied by the estimated hours to oversee the process, research hazard histories, inventory building and infrastructure assets, identify goals and objectives and get the updated plan adopted and approved.

B. Fees Paid Include any other costs associated with the project, engineering, permits, inspections, etc.

Description of Task	Hours	Rate	Cost	Source
Contractor Fee	600	\$30.00/hr.	\$18,000.00	Grant

Total Estimated Project Cost \$ 24,000.00

C. Funding Sources (round figures to the nearest dollar) The maximum FEMA share for HMGP projects is 75%. The other 25% can be made up of State and Local funds as well as in-kind services. HMGP funds may be packaged with other Federal funds, but other Federal funds (except for Federal funds which lose their Federal identity at the State level – such as CDBG, ARS, HOME) may not be used for the State or Local match.

<i>Estimated FEMA Share</i>	\$ <u>18,000.00</u>	<u>75</u> % of Total
<i>Non-Federal Share</i>		
Estimated Local Share	\$ <u>3,600.00</u>	<u>15</u> % of Total (Cash)
Estimated State Share	\$ <u>2,400.00</u>	<u>10</u> % of Total (Cash)
Total Project Costs	\$ <u>24,000.00</u>	<u>100</u> % of Total

GEORGIA EMERGENCY MANAGEMENT AGENCY
HMGP Planning Application
ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) section of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED APPLICANT AGENT	TITLE: County Commissioner
APPLICANT ORGANIZATION: Dawson County	DATE SUBMITTED

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

Example: Letter of Availability of Matching Funds

(Please prepare the following letter on county letterhead and after securing the proper signatures, attach the letter to the hardcopy of this application)

Dawson County Letterhead

County Official with signatory authority

September 1, 2015

Mr. Terry K. Lunn, Director
Hazard Mitigation Division
Georgia Emergency Management Agency
Post Office Box 18055
Atlanta, Georgia 30316

RE: **Dawson** County Five Year Hazard Mitigation Plan Update Grant Pre-Application for FEMA Grant Funding

Dear Mr. Lunn:

I have been well informed of the County staff's preparation of the Hazard Mitigation Planning Grant (HMGP) Application Worksheet. If accepted, we understand that the county may be eligible for federal grant funding to assist with the update of our Hazard Mitigation Plan.

Dawson County has funding to meet the required 15% Local Match for this project. We appreciate your assistance and the assistance of your staff in the preparation of this application.

Sincerely,

County Official with signatory authority
Official Title

GEORGIA EMERGENCY MANAGEMENT AGENCY

HMGP Planning Application

Example: Municipal Letter of Intent to Participate

(Please distribute the following letter to your municipalities and, after securing the proper signatures, attach the letter(s) to the hardcopy of this application)

September 1, 2015

Mr. Billy Thurmond
Emergency Management Director
Dawson County Emergency Management Agency
Address
Dawsonville, Georgia 30028

Dear Mr. Thurmond:

It is our understanding that Dawson County has applied for a grant from the Federal Emergency Management Agency through the Georgia Emergency Management Agency to fund the cost of updating the county's Multi-Jurisdictional Hazard Mitigation Plan. We recognize that participation in this plan update process and adoption of this multi-jurisdictional plan is important, not only to the Dawson County, but to the City of Dawsonville as well, in order to be eligible to future Federal money for mitigation related projects. We also understand that there is a local match requirement which can be met in part by participation of our staff in the plan update process.

It is our intention to participate fully with the county in this process, providing input into the plan update, providing available staff resources to assist with the local match requirement and adopting the plan in order for the City of Dawsonville to remain eligible for mitigation funding. We look forward to hearing from you on this process soon. If you have any questions, please contact Billy Thurmond at (123) 456-7890.

Sincerely,

Name Here
Title of Local Official Here

Backup material for agenda item:

4. Board Appointments:

- Lori VanSickle - Dawson County Library Board - *replacing Kay Black* (Term: September 2015 to August 2019)
- Duane Wallace - Dawson County Library Board - *replacing Eydie Stegall* (Term: September 2015 to August 2019)

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 Library

Name Lori A. VanSickle

Home Address 33 Ranger Rd

City, State, Zip Dawsonville, GA 30534

Mailing Address (if different) _____

City, State, Zip _____

Telephone Number _____ Alternate Number _____

Fax Telephone Number _____

E-Mail Address _____

Additional information you would like to provide:

I have been living in Dawson County for 10 years. With my years of experience and love of books and our library system make me a perfect match to serve on the board.

Signature Lori A. VanSickle Date 7/23/15

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 30533
(706) 344-3501 FAX: (706) 344-3889

Lori Ann VanSickle
33 Ranger Rd Dawsonville, GA 30534

Carrier Objective:

To attain a position within an organization where I can enhance and utilize my exceptional skills, hardworking capabilities, knowledge and 20 plus years of leadership and management to our mutual benefit.

Highlights of Qualifications:

Results-oriented and dedicated business professional with demonstrated success in general management. History of providing innovative leadership with focus on total organizational coordination to efficiently manage operation, provide innovative concepts, supervise high performing teams and oversee staff. Extensive background in accounting, sales, and P&L, with the proven ability to control cost and positively impact the bottom line. Experienced in managing all aspects of a hotel and restaurant property. Track record of exceeding goals boosting sales and increasing revenue without compromising customer service.

Experience:

- Site and Lodge Manager on Duty for the two largest State Park Lodges in Georgia
- General Manager for 70 room hotel with over 100 employees
- All aspects of managing busy restaurant, conference facility, retail and lodge
- Corporate Meeting and Conference Planner for groups of 5 to 500
- Customer Service and Computer training of staff
- Proficient in Microsoft Office Suite and 20+ other computer software programs
- Accounting Payable and Receivable for Multi-Million Dollar Corporation
- Sales-Products-Services-Merchandise Cataloging
- Total meeting coordination from initial inquiry, to group's departure including but not limited to proposals, contracts, banquet event orders, invoice and collection.
- Planned events and worked with a variety of group: corporate, educational, church, association, family reunions, social, weddings and Federal and State government.
- Coordinated with group contact on agenda, meeting room set up, food and beverage, A/V, lodging and special activities.
- Up-selling products and services to groups and individuals.
- Member of the "Green Team" on site at Unicoi State Park and Lodge
- Office manager for 20+ employees, responsible for implementing daily procedures of employees.
- Supervisor for 30+ employees in busy inbound sales and customer service call center.
- Proficient in the handling of employee issues including but not limited to: no-show, call in, disagreements, understanding of company policy, performance evaluations, time cards, verbal and written disciplinary actions.
- Front Desk and Night Audit experience.
- Revised revenue forecasting reports and updated numbers monthly
- Traveled to other Lodge Park sites to train in computer system and sales revenue forecasting.
- One of only six people in Lodge Region chosen in to attend Room Master training in Florida.
- Inventory supervisor for multi-million dollar corporation. Accounts receivable and payable.
- Traveled all over the state of Georgia to represent GA State parks in trade shows, expos and other events.
- Created total meeting packages for groups.
- Set up packages with area business to help promote individual reservations.
- Repair Associate, with 100+ calls per day working with clients on customer service, troubleshooting, sales of products and services.

- Administrative assistant to President, Owner, CEO, CFO and Controller.
- Corporate secretary to the Board of Directors.
- Troubleshooting for vendors, billing, inventory tracking, purchase orders, etc.
- Payroll, time card, tax calculations and paychecks. Tax reports: Monthly, Quarterly and Yearly.

Technical Skills:

Innquest-RoomMaster, Caterease, GroupWise, Quicken, PC Tools, DOS, MS Excel, MS Word, Lotus, CC Mail, WordPerfect, Business Works, MS Exchange, MS Publisher, Peachtree Accounting, MS Windows, QuickBooks, Crystal Reports, Open Mail, Internet Software, MAX, FIDELO and MICROS.

College Coursed in Lotus 123, WordPerfect, MS Office, MS Works, MS Windows, and Desktop Publishing.

Tutored fellow college students in: Lotus 123, WordPerfect and MS Office

Qualified in 10-key by touch, Multi-Line telephones, Xerox Machine, Fax, Typewriter, Scanner, PBX systems, IBM compatible computers and printers, Mailroom equipment, lap top, microphones, LCD and Overhead projectors.

Special Training and Awards:

- CPR and Basic First Aid Certified
- GA DNR Interactive Management Training
- UGA Continuing Education-*Service Heroes in Hospitality*
- GA TiPs Certified
- 2009 GA State Parks Division Customer Service Person of the year

Employment History:

- **12/2013-Present**
Director of Sales, Marketing & Revenue / Amicalola Falls State Park and Lodge
Dawsonville, GA
- **07/2008-12/2013**
Lodge General Manager / Amicalola Falls State Park and Lodge
Dawsonville, GA
- **10/2007-07/2008**
Acting Lodge General Manager / Amicalola Falls State Park and Lodge
Dawsonville, GA
- **05/2006-07/2008**
Director of Sales / Unicoi State Park and Lodge
Helen, GA
- **12/2002-05/2006**
Conference Coordinator / Unicoi State Park and Lodge
Helen, GA
- **09/2001-11/2002**
Front Desk Supervisor and Sales Manager / Gold Creek Resort
Dawsonville, GA
- **08/2001-04/1999**
Repair Associate and Customer Service / Sprint Inc
Hood River, OR
- **08/1998-03/1999**
Office Manager and Corporate Secretary / JDAR Corporation
Stevenson, WA

Education:

Mt. Hood Community College and Columbia Gorge Community College
Major emphasis on: Business, Computers and English/Communication
Currently attending Lanier Tech/Marketing Management

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 LIBRARY BOARD

Name Duane Isabel Wallaw

Home Address 151 Bent Ridge Dr S,

City, State, Zip Dawsonville, GA 30534

Mailing Address (if different) _____

City, State, Zip _____

Telephone Number _____ Alternate Number _____

Fax Telephone Number _____

E-Mail Address _____

Additional information you would like to provide:

See ATTACHED Resume

Signature Duane I Wallaw Date 7/23/2015

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 30533
(706) 344-3501 FAX: (706) 344-3889**

DUANE ISABEL WALLACE, M.A., N.C.C.,L.P.C.
151 Bent Ridge Dr S
Dawsonville, Georgia 30534

- OBJECTIVE** To use my counseling skills in ministry and community mental health.
- EDUCATION** Denver Seminary, M.A. Community Counseling
Denver Seminary Certificate in Spiritual Guidance
Mary Washington College of U.VA., B.S. Biology
- POST GRADUATE EDUCATION** **Solution Focused Brief Therapy, Spring semester, 2002**
"Attachment and Intersubjectivity in the Healing Relationship", April 2002.
"Couples Therapy with an Uncooperative Partner", December, 2002.
"Effective Therapy for Personality Disorders", April, 2003.
"Advanced Prepare/Enrich Workshop", July, 2003
"Using Emotional Intelligence to Improve Therapeutic Techniques", Sept., 2003.
"Personality Disorders in Social Work & Healthcare", January, 2004.
"Basic and Advanced CISM: Group Crisis Intervention," August, 2004.
"Thought Field Therapy Algorithms", February 2005.
" Individual Crisis Intervention" August, 2005.
" Dialectical Behavioral Therapy " October, 2005
"Ethics"October 2010
"Trauma, PTSD, and Traumatic Grief", November 2010
" Intimate Partners Abuse/Domestic Violence", January 2011
- SEMINARS**
- PROFESSIONAL** American Association of Christian Counselors
Prepare/Enrich Marital Therapy Referral Network
- LICENSES** LPC by State of Georgia
- CERTIFICATIONS** NCC by National Board for Certified Counselors
Prepare/Enrich Marital and Premarital Counselor
First Aide, CPR, and Medical Administration of Rxs in residential treatment
- EXPERIENCE**
- PRN therapist for Lifecycles Clinic 2012 to 2014
 - Private practice counseling with individuals and couples, 2001 to present
 - Adjunct professor, Group Counseling at Denver Seminary 2003-2006
 - Pro-bono psychotherapy at Caritas Clinic of St Joseph's Hospital 2006-2007
 - Pro-bono psychotherapy at Inner City Health Center, 2001 to 2004.
 - Counselor, Critical Incident Stress Management (CISM) team, 2002 to 2006
 - Clinical intern at Mental Health Corporation of Denver, out-patient clinic for chronically mentally ill clients. 2000 to 2001
 - Paralegal, property manager, landscape designer, medical technician, high school teacher
- VOLUNTEER** Dawson County Family Promise Day Center Search Team 2013 to present
Dawson County Senior Center volunteer counseling and activities 2011 to present
Good Shepherd Clinic Information/Referral volunteer 2009 to present.
- SERVICE** Grace Café team leader 2009 to present
Mentor for Denver Seminary students, 2001 to 2006.
Shepherd for married couples, 1996 to 2002, and MOPS mentor, 1997 to 2000.
Volunteer teacher at Denver Street School, 1993 to 1996.
- REFERENCES** Clinicians: Susan Lawson-Cauthon,LPC Elisabeth Suarez, Phd.

Backup material for agenda item:

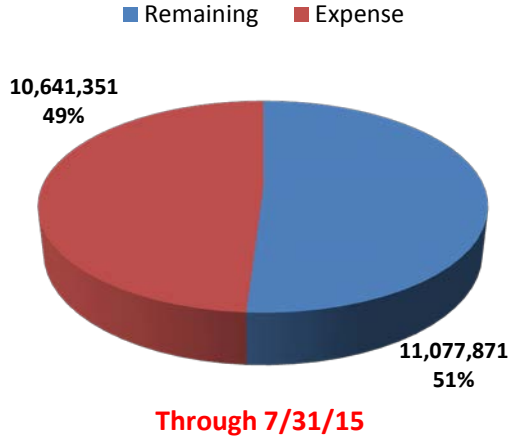
5. County Manager Report



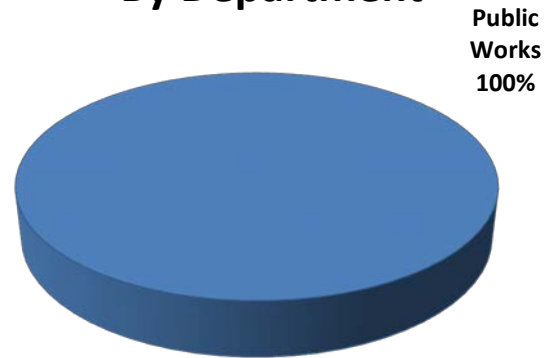
Key Indicator Report

August 2015

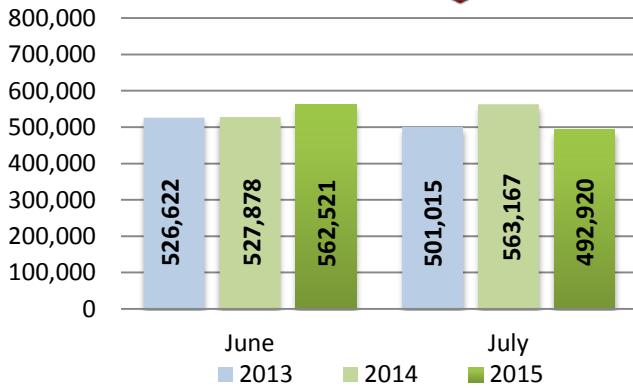
Budget



311 Requests By Department

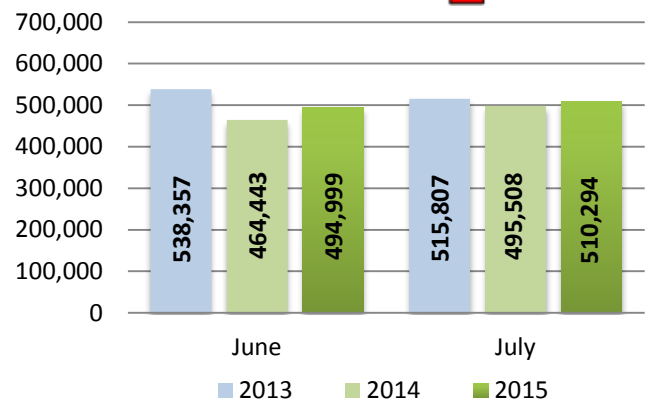


SPLOST ↓ 12.5%

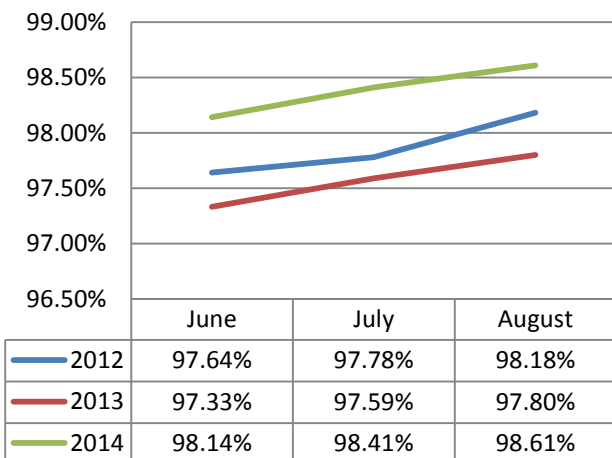


Beginning in July 2015, County is at 85% with SPLOST VI (SPLOST V was 100% to the County)

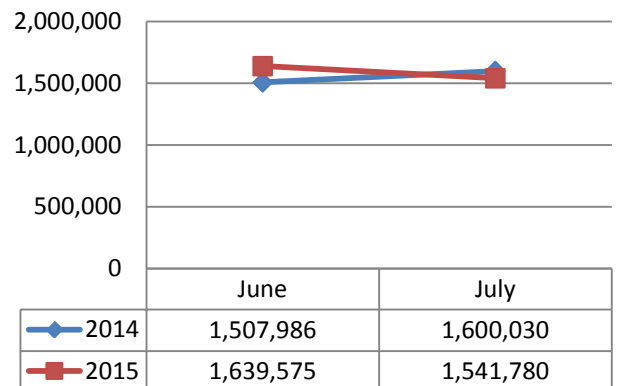
LOST ↑ 3%



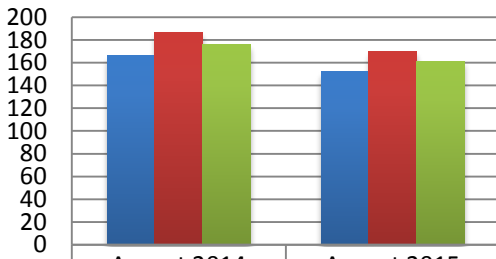
Property Collections



All Revenue Per Month

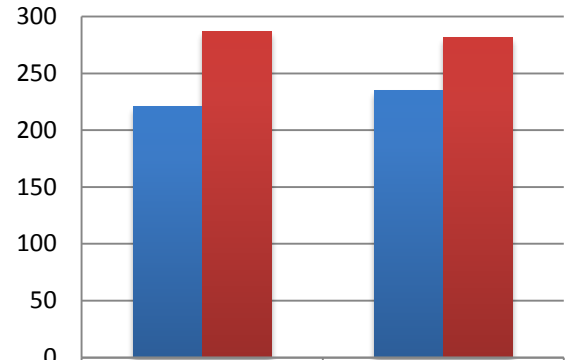


Inmate Population



	August 2014	August 2015
■ Lowest Daily Count	166	152
■ Highest Daily Count	187	170
■ Daily Average	176	161

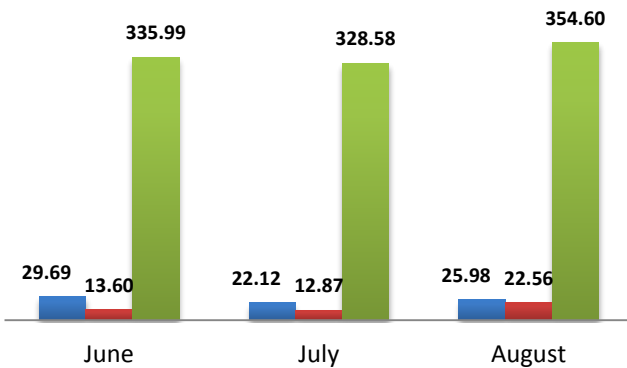
EMS/Fire Calls for Service



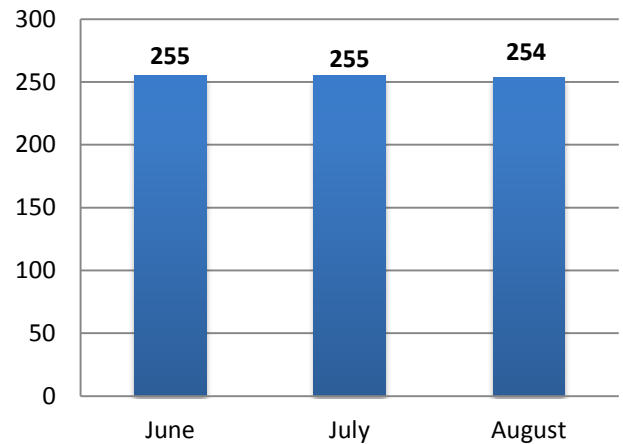
	August 2014	August 2015
■ EMS	221	235
■ Fire	287	282

Recycling

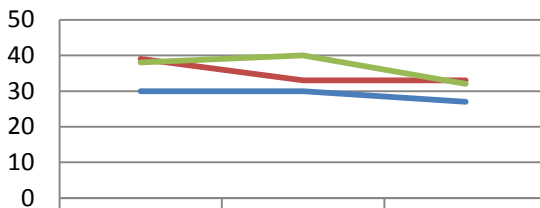
■ Recycling Other Than Metal ■ Scrap Metal ■ Refuse



Number of Employees



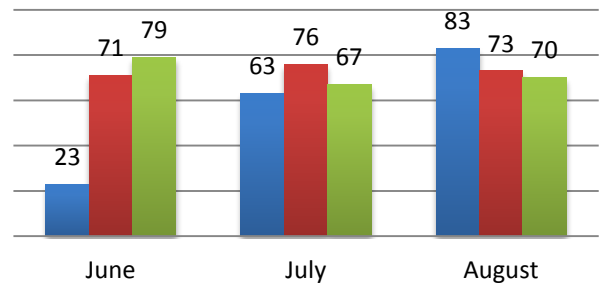
Permits Issued (Planning & Development)



	June	July	August
— 2013	30	30	27
— 2014	39	33	33
— 2015	38	40	32

Repair Requests (Public Works)

■ Roads ■ Facilities ■ Fleet





Dawson County Board of Commissioners

Elections/Registrar Monthly Report – August 2015

- **New Applications/Transfers In: 222**
- **Changes/Duplicates: 985**
- **Cancelled/Transferred Out: 111**
- **Total Processed: 1,318**

HIGHLIGHTS

Voter Registration Projects:

- Continuing to receive and process “No Contact” notices posted and mailed statewide on June 29, 2015. This allows for some increase in changes listed above.
- Street maintenance project to clean up and maintain correct streets and street ranges for both county and city residences are close to being finalized.
- The second of three voter registration cleanup processes “NCOA” (National Change of Address) is underway. 1311 notices were mailed on 8/28/15 at the amount of \$642.39. “NCOA” is where two addresses are listed with the USPS for affected voters. Notices are sent, in odd years, to clean up voter records. Once received, each are processed accordingly; a time consuming, detailed task.
- 911 address changes for Big Canoe residents began in 2014 (where previously were lot numbers). About half of Dawson County Big Canoe voters adjusted their addresses when notice was published. The remaining voters have been pulled internally, adjusted and mailed a letter of notification. The touch to these voter records reflects larger increase in changes above.

2015 Municipal Election:

- **Municipal General Election – November 3, 2015**

Voter Registration Cutoff: October 5, 2015

Qualifying – Municipal: August 31-September 4, 2015 8:30am – 4:30pm @ Elections office

Absentee & Advance Voting: October 12-October 30, 2015

**At day two of qualifying, only the three incumbents have qualified. If no one else qualifies, each candidate will have deemed to have voted for himself; therefore the election will be cancelled.*

Elections Projects:

- Preparation and implementation of November Municipal Election and 2016 elections.
- Poll worker “information” letters were mailed with a 2016 election calendar enclosed. These letters are generated annually to update information and availability for each major election year.

Highlights of plans for upcoming month:

- 2016 Elections preparation; ongoing throughout the end of the year.
- Citizens Academy presentation on September 38 5, 2015 at the Chappell Building.



Dawson County Board of Commissioners

Emergency Services Monthly Report – August 2015

Fire Responses: June July August

2013	248	241	244
2014	266	293	287
2015	288	266	282

EMS Responses: June July August

2013	198	193	181
2014	194	292	221
2015	224	201	235

Plan Reviews: 6

EMS Revenue:

- July 2014- \$ 28,907.52
- July 2015- \$ 32,704.90
- 11.7% Increase

Plan Review and Inspection Revenue Total: \$900.00

- County: \$ 700.00
- City:\$ 200.00

Business Inspections Total: 30

- County Follow up: 5
- City Follow up: 0
- County Final Inspection: 6
- City Final Inspection: 2
- County Annual Inspections: 17
- City Annual Inspections: 0

HIGHLIGHTS

Dawson County Emergency Services Projects:

- Training hours completed by staff: 1830.4
- PR Details: 6
- Smoke detector installations: 0
- Search and Rescue: 3
- Fire hydrant flow test, service and painting continues: 60
- Fire investigations: 4
- People Trained in CPR: 10
- Child Safety Seat Installations: 2
- Total water usage: 2,400 gallons (EWSA: 2,400 gallons; City: 0 ; Pickens: 0; Cherokee: 0)
- Completed NPQ I Fire Fighter class and tested 11 new Volunteers ; 100% pass rate
- Completed Pre-Hospital Trauma Life Support Class; 100% pass rate
- A,B, and C Shifts completed Drivers Training Class held at Rock Creek
- A,B, and C Shifts completed Building Construction Class; 100 % pass rate



Dawson County Board of Commissioners

Finance Monthly Report – August 2015

FINANCE HIGHLIGHTS

- **LOST Collections:** \$510,294 – up 3% compared to 2014
- **SPLOST Total Collections:** \$579,906 – down 12.5% compared to 2014
 - \$492,920 – County Portion (85%)
 - \$86,986 – City Portion (15%)
- **TAVT:** \$104,987 – up 24.3% compared to 2014
- **See attached Revenue and Expenditure Comparison for 2015**
- **Total County Debt:** \$3,926,501.37 (See attached Debt Summary)
- **Audit Status:** 2014 audit is complete
- **Budget Status:** Budget hearings are complete. Preparing for Chairman Berg's Budget Presentation to BOC on September 24, 2015.

PURCHASING HIGHLIGHTS

Formal Solicitations

- HVAC Maintenance – FY 2016
- DCES Uniforms – FY 2016
- IT Servers
- Janitorial Supplies – FY 2016
- Commercial Generator Maintenance & Repair

Informal Solicitations

- Bunker Gear Sets (x6) for DCES
- Maintenance for DCSO generator
- Fall baseball & softball uniforms – Park & Rec
- 80 ft. of 60 in. storm drain pipe for Reece Road project
- Pressure washer for Transfer Station
- Budget book design and print

Pending Projects

- Vehicles for Dawson County

Work in Progress

- Audit Services RFP
- Formal Quote: Heavy Equipment Rental
- Historic Courthouse Restoration
- Intermediate Jail Demolition
- Inmate Food Services – FY 2016
- Offender Home Monitoring (House Arrest) – FY 2016
- E911 Consoles
- Youth Sports Photography

Future Bids

- TE Trail Grant Project
- Guardrails at War Hill Park Road
- Fleet Uniforms
- DCSO Vehicles
- Convenience Pay Billing (Credit/Debit Card Services)
- De-Icing Salt

**Budget to Actual
July Collections Reported in August**

	Actual at 7/31/2015 (1)	Percent of Budget Actually Collected/ Expended	2015 BOC (2) Approved Budget	Over(Under) Approved Budget	Percentage Over(Under) Approved Budget
Revenue	\$ 10,218,540	47.05%	\$ 21,719,222	\$ (11,500,682)	-52.95%
Expenditures	10,641,351	49.00%	21,719,222	(11,077,871)	-51.00%
	<u>\$ (422,811)</u>	<u>-1.95%</u>	<u>\$ -</u>	<u>\$ (422,811)</u>	<u>-1.95%</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 7/31/2015 because revenue collections are 30 days behind. The LOST revenues for the month of July 2015 were received in August 2015.

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

\$ 21,659,305	Original Budget
\$ 30,401	Donation Carryover Balances
\$ 1,752	January Donations Received
\$ 5,053	February Donations Received
\$ 11,285	March Donations Received
\$ 2,954	April Donations Received
\$ 5,465	May Donations Received
\$ 1,682	June Donations Received
\$ 1,325	July Donations Received
<u>\$ 21,719,222</u>	Revised Budget

**ACTUAL COMPARISON
JANUARY - DECEMBER 2015**

MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec*	YTD
2014 REVENUE	790,257	1,377,525	1,417,196	1,507,900	1,501,846	1,507,986	1,600,030	1,550,302	1,537,413	2,534,763	1,571,762	2,761,600	9,702,740
2015 REVENUE	820,947	1,521,261	1,480,682	1,617,781	1,596,514	1,639,575	1,541,780						10,218,540
% CHANGE	4%	10%	4%	7%	6%	9%	-4%	-100%	-100%	-100%	-100%	-100%	5%
2014 EXPENSE	1,063,535	1,518,729	1,442,613	1,409,211	1,785,823	1,729,336	1,409,860	1,355,762	1,599,132	1,855,090	1,661,260	1,981,115	10,359,107
2015 EXPENSE	1,105,357	1,407,334	1,444,093	1,552,000	1,759,628	1,780,181	1,592,758						10,641,351
%CHANGE	4%	-7%	0%	10%	-1%	3%	13%	-100%	-100%	-100%	-100%	-100%	3%
2013 Total Rev-Exp	\$ (284,410)	\$ 113,927	\$ 36,589	\$ 65,781	\$ (163,114)	\$ (140,606)	\$ (50,978)	\$ -	\$ -	\$ -	\$ -	\$ -	(422,811)

REVENUE
 FY 2014 YTD 9,702,740
 FY 2015 YTD 10,218,540
 % Changed 5.32%

EXPEDITURES
 FY 2014 YTD 10,359,107
 FY 2015 YTD 10,641,351
 % Changed 2.72%

***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
DEBT SCHEDULE**

AS OF 8/31/2015

DEBT DESCRIPTION	BANK/PAYEE	CURRENT SOURCE OF PAYMENT	DEBT ORIGINATION DATE	DUE DATE OF FINAL PMT	PRINCIPAL BAL AT 12/31/2014	NEW LOANS IN 2015	2015 PMTS TO DATE		BALANCE DUE	PENDING 2015 PAYMENTS		PROJECTED BAL AT 12/31/2015	NOTES
							PRINCIPAL	INTEREST		PRINCIPAL	INTEREST		
2007 SPLOST 5 Bonds	Regions Bank	SPLOST 5	12/27/2007	7/1/2015	7,865,000.00	-	7,865,000.00	393,250.00	-	-	-	-	SPLOST 5 Collections/Construction funds from bond proceeds reserved for debt service - PAID IN FULL 7/1/15!!!
2012 EWSA Bonds	Community & Southern Bank	General Fund	5/14/2012		2,905,000.00	-	10,000.00	85,836.71	2,895,000.00	-	0.00	2,895,000.00	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			Debt - this loan is on EWSA's books, however, the County pays the interest from General Fund (about \$3,700 per month)	-		28,977.75	-	-	13,952.25	-	This loan is on EWSA's books, however, thru an intergovernmental agreement, the County pays the interest. Also, any proceeds from the sale of wetland and stream bank credits the County receives is paid toward the principal of the loan. The current principal amount is \$1,431,000 at an interest rate of 3%. Accrued interest will be paid monthly.
Fire Truck Lease	Oshkosh Capital	General Fund	1/24/2011	9/24/2022	835,243.37	-			835,243.37	90,679.46	33,326.20	744,563.91	12-yr lease/purchase for 3 pumper trucks; annual payment of \$124,005.66
Vehicle Replacement Lease	BB&T	General Fund	7/8/2015	7/8/2015	-	196,258.00			196,258.00	-	-	196,258.00	This amount was approved for vehicle replacement leases in the FY2015 budget. Eligible departments are working with Purchasing to bid out replacement vehicles.

Totals \$ 11,605,243.37 \$ 196,258.00 \$ 7,875,000.00 \$ 508,064.46 \$ 3,926,501.37 \$ 90,679.46 \$ 47,278.45 \$ 3,835,821.91



Dawson County Board of Commissioners

Human Resources Department Monthly Report – August 2015

POSITION CONTROL

- Positions approved by BOC: 426
- # of filled F/R Positions: 254
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 8
- # of filled P/R Positions: 51
- # of filled P/T Seasonal Positions: 14
- # of Supplemental Positions: 49
- # of Vacant Positions: 16
- #of Frozen Positions: 34
- % of Budgeted/Actual Positions: 88%

ADDITIONAL INFORMATION

- FMLA/LOA tracking: 7
- WC and/or P & L claims filed: 4
- Unemployment claims received: 1
- Performance Evaluations received: 16
- Payroll/Benefit changes keyed: 227

HIGHLIGHTS

Positions Advertised/ Posted: 4

Applications Received: 57

New Hires added into system: 1

- Nicholas Imepellizzeri- Emergency Services

Terminations Processed: 4

- Richard Jansen- Emergency Services
- Gerald North- Parks & Recreation
- Laura Bishop- Sheriff's Office
- Christopher Chadwick- Sheriff's Office

Additional Highlights for August

- Completed processing of 74 payroll changes for Sheriff's Office employees
- Interviewed and selected top applicants for HR Specialist position



Dawson County Board of Commissioners

Information Technology Monthly Report – August 2015

- **Calls for Service: 131**
- **Service Calls Completed: 131**
- **Average Response Time: 34 minutes**
- **Windstream visits: 3**

HIGHLIGHTS

- Worked on recycle project
- Transit relocation



Dawson County Board of Commissioners

Margie Weaver Senior Center Monthly Report – August 2015

SENIOR CENTER

- **Home Delivered Meals Served**
 - June 2015: 1,626 down 18% compared to same month last year
 - YTD 2015: 11,701 down 2% compared to last year
- **Congregate Meals Served**
 - June 2015: 500 up 2% compared to same month last year
 - YTD 2015: 3,138 up 7% compared to last year
- **Physical Activity Participation** (Tai Chi, Silver Sneakers, individual fitness)
 - June 2015: 395 down 19% compared to same month last year
 - YTD 2015: 2,281 up 2% compared to last year
- **Lifestyle Management Participation** (art, bridge, bingo, awareness, prevention)
 - June 2015: 344 up 70% compared to same month last year
 - YTD 2015: 1,644 up 23% compared to last year

HIGHLIGHTS

August Events:

- Senior Center Clients visited the Tellus Science Museum in Cartersville on August 26th.
- Senior Center Staff and Legacy Link served almost 50 residents at the Farmer's Market on August 11th. All eligible participants received free fruits and vegetables.
- Facilities Staff has been busy working on renovations to downstairs for Transit Office.
- Water Aerobic classes ended September 4th. A swim party was held on August 28th.
- Silver Sneakers: Tue/Thurs; Bible Study: 1st Tues & every Thurs; art/jewelry classes Thurs/Fri

Special Dates Coming Soon:

- September 2, 16, 29: Wal-Mart
- September 4: Birthday Celebration & Movie
- September 8: Special Music featuring MOW Driver Bill Cain
- September 9: Dollar Tree, Dawsonville
- September 11: Movie and Snack
- September 14, 21, 28: BINGO
- September 15: Memory Activity
- September 18: North Georgia Assisted Living Presentation
- September 22: Dairy Queen
- September 23: Dollar General
- September 25: Homestead Hospice – "Five Wishes"
- September 30: Bucket List Trip- Dahlonega
- October: new drawing class to begin (will take place on Fridays)

TRANSIT

- **DOT Trips Provided**
 - June 2015: 183 down 39% compared to same month last (AVITA doing their own trips)
 - YTD 2015: 1,951 down 6% compared to last year
- **Senior Trips Provided**
 - June 2015: 661 up 24% compared to same month last year
 - YTD 2015: 5,041 up 23% compared to last year
- **# of Miles**
 - June 2015: 7,105 down 8% compared to same month last year
 - YTD 2015: 51,527 down 13% compared to last year
- **Gallons of Fuel**
 - June 2015: 849 down 6% compared to same month last year
 - YTD 2015: 7,061 up 3% compared to last year



Dawson County Board of Commissioners

Marshal Monthly Report – August 2015

- **Alcohol License Establishment Inspections:** 1
- **Alcohol Pouring Permits Issued:** 29
- **Animal Control Calls Handled:** 150
- **Animal Bites to Human investigated:** 1
 - 1 Quarantined – Passed
- **Animals Taken to DC Humane Society:** 58
- **Dangerous Dog Classification:** 1
- **Citations Issued:** 0
- **Complaint Calls/In Field Visits:** 74
- **Erosion Site Visits:** 5
- **E-911 Addresses Issued:** 25
- **Non-conforming Signs Removed:** 160

HIGHLIGHTS

Staff Training:

- Sgt. Ken Moss cross-trained 40 hours with Jason Holbrook on building inspections.
- Sgt. Ken Moss continues to cross-train and study for residential building inspector certification.
- Sgt. Ken Moss instructed handgun training for the Dawson County Sheriff's Office.



Dawson County Board of Commissioners

Parks and Recreation Monthly Report – August 2015

- **Youth Sports Participants**
 - August 2015: 1,133 up 42% compared to same month last year (added girls softball)
 - YTD 2015: 6,933 up 7% compared to last year
- **Facility Rentals/Bookings/Scheduled Uses:**
 - August 2015: 1,166 down 3% compared to same month last year
 - YTD 2015: 9,290 down 13% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - August 2015: 1,219 up 141% compared to same month last year (pool and WHP guest numbers now being tracked)
 - YTD 2015: 15,572 up 722% compared to last year (specialty events, tournaments, and additional tracking of pool and WHP guests)
- **Total Customers Served:**
 - August 2015: 3,518 up 20% compared to same month last year
 - YTD 2015: 32,213 up 60% compared to last year

HIGHLIGHTS

Park Projects:

- Interior Painting of RCP Recreation Center was completed in August
- Late summer fertilization and weed control applications were completed in August
- County Extension Office completed inspections at VMP and WHP for diseased/dead trees and limbs; report expected in early September
- WHP revenue was \$3,469 (down slightly from 2014)
- Pool revenue was \$2,310 (up slightly from 2014)

Athletic and Program Summary:

- Football games began in August (2 unbeaten Dawson County teams)
- Fall baseball, softball, t-ball and soccer practices began in August
- Adult men's and co-ed fall leagues began regular season play in August
- Silver Splash 2015 water aerobics classes ended in August (14 adults participated in August)
- Specialty programs included basketball lessons, adult boot camp, Tai Chi, Yoga & Zumba
- "Kids Fit" program began with 8 participants (cross-fit type program for youth after school)
- The DCPR pool began weekend only days/hours on August 8th; 700 people used the pool
- WHP had 372 paying guests in August
- Large increase in fall sports participation numbers in August

On the Horizon:

- September 7: final day for 2015 pool operations and Rotary Island operation
- September 14: Park Board Meeting at 5:30pm
- September 12: fall baseball, softball and t-ball games begin
- September 14: youth basketball and wrestling registration begin on-line
- September 26: Pups in the Park at RCP
- Late October: basketball and wrestling evaluations and practices begin
- October 31: Trunk or Treat at RCP
- December: basketball games and wrestling matches begin
- December 5: Breakfast with Santa

Monthly Report Totals - 2015

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
All Sports Day Camp I	-	-	-	-	-	31	-	-	-	-	-	-	31
All Sports Day Camp II	-	-	-	-	-	42	-	-	-	-	-	-	42
Basketball Lessons	-	-	7	6	19	11	13	8				-	64
Basketball Pre-Try Out Prep Camp	-	-	-	-	-	-	-	-	-		-	-	0
Battle of the Best Relay for Life Fundraiser	-	792	-	-	-	-	-	-	-	-	-	-	792
Boot Camp	0	0	0	0	0	0	15	15					30
Breakfast with Santa	-	-	-	-	-	-	-	-	-	-	-	-	0
Camp of Ballers	-	-	-	-	-	-	-	-	-	-	-	-	0
Cheerleading Camp	-	-	-	-	-	-	25	-	-	-	-	-	25
Community Egg Hunt	-	-	-	2,000	-	-	-	-	-	-	-	-	2,000
Dance	49	-	49	49	49	-	-	-					196
Dance Camp	-	-	-	-	-	20	-	-	-	-	-	-	20
Guard Prep Camp	-	-	-	-	-	-	-	-	-	-	-	-	0
Kids Fit	-	-	-	-	-	-	-	8					8
Lady Tigers Fundamental Basketball Camp (girls)	-	-	-	-	-	40	-	-	-	-	-	-	40
Movies in the Park	-	-	-	-	-	650	-	-	-		-	-	650
Pool Swimmers	-	-	-	-		2,253	1,841	770		-	-	-	4,864
Rotary Day	-	-	-	-	600	-	-	-	-	-	-	-	600
Sandy & His Dad's Basketball Camp	-	-	-	-	-	24	14	-	-	-	-	-	38
SilverSplash	-	-	-	-	12	20	13	14	-	-	-	-	59
Speed & Footwork Camp	-	-	-	-	-	-	-	-	-	-	-	-	0
Spring Sports Opening Day	-	-	2,500	-	-	-	-	-	-	-	-	-	2,500
Swim Lessons	-	-	-	-	-	41	-	-	-	-	-	-	41
Tai Chi / Kung Fu	2	2	1	3	3	3	5	4					23
Tennis Lessons	3	2	2	2	0	1	0	0					10
Tigers Fundamental Basketball Camp (boys)	-	-	-	-	-	45	-	-	-	-	-	-	45
Trunk or Treat	-	-	-	-	-	-	-	-	-		-	-	0
UFA Soccer Camp	-	-	-	-	-	24	115	-	-	-	-	-	139
War Hill Park Guests	-	-				682	614	372					1,668
Water Aerobics	-	-	-	-	-	-	7	-	-	-	-	-	7
Yoga	12	11	15	13	5	7	10	11					84
Zumba	19	26	25	27	26	26	25	17					191
	85	833	2,599	2,100	714	3,920	2,697	1,219	0	0	0	0	14,167

Rock Creek Park	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	totals
Tv Room	7	3	8	12	6	29	26	17					
Classroom	14	7	13	11	7	25	22	21					
Community Room	41	36	48	51	58	68	49	46					
Gyms	190	158	124	140	164	205	180	165					
Small Pav.	2	0	10	11	16	30	35	30					
Large Pav.	2	0	8	7	12	12	10	10					
Fields 7-16	15	10	150	140	128	152	105	180					
Soccer Fields	35	25	250	240	225	65	0	50					
Tennis Courts	15	5	25	20	15	20	25	25					
Weight Room	409	385	394	410	452	426	435	420					
Other	15	15	15	15	15	15	15	15					
Veteran's Memorial Park													
Gym	85	50	32	45	42	65	60	45					
Small Pav.	0	0	4	6	4	6	7	5					
Large Pav.	0	0	3	6	5	5	6	5					
Pool	0	0	0	0	45	116	122	37					
Fields 1-6	0	0	85	70	60	65	40	55					
Football Field	0	0	12	0	0	0		25					
Other	15	15	15	15	15	15	15	15					
Track/Walking Trail	500	500	500	500	500	500	500	500					
Pool opened for summer					521	2253	1841	770					
T-Ball Participants	37	124	124	124	124	0	19	67					
BB Participants	68	260	258	258	258	50	33	143					
Adult League	0	0	75	270	270	270	220	200					
Basketball	265	265	0	0	0	0	0	0					
Football	0	0	0	12	154	157	156	144					
Cheer	0	0	0	0	68	68	67	67					
Wrestling	19	0	0	0	0	0	0	0					
Track	15	42	43	43	43	0	0	0					
Travel	168	153	165	165	190	190	190	190					
Instructional League	0	71	75	75	75	0	0	0					
Softball	0	124	124	124	124	50	8	42					
Soccer	221	245	245	245	275	280	280	280					
Swim Team	55	55	55	55	55	55	55	0					
Tournament Participation						204	0	0					
** Soccer Fields closed the month of July for repair													



Dawson County Board of Commissioners

Planning and Development Monthly Report – August 2015

- **Building permits Issued**
 - August 2015: 32 down 20%
 - YTD 2015: 276 up 20%
- **Business Licenses Issued:**
 - August 2015: 123 down 16%
 - YTD 2015: 1,143 down 2%
- **Total Building Inspections Completed:**
 - August 2015: 377 up 43%
 - YTD 2015: 2,344 up 19%
- **Variances/Zonings Processed:**
 - August 2015: 2 down 33%
 - YTD 2015: 27 up 4%
- **Plats Reviewed:**
 - August 2015: 5 down 38%
 - YTD 2015: 57 down 7%

HIGHLIGHTS

Planning Projects:

- Stormwater staff is working with Moreland Altobelli Associates, Inc. on phase 1 of the MS4 project. EPD has submitted additional comments for the fourth time and we are in the process of addressing those.
- Staff continues to monitor the GMRC regional aerial photography project. The photography has been collected and they are in the processing phase of the project. Project completion is expected for October 2015.
- GATEway Grant landscape plan and maintenance agreement were submitted on August 13, 2015 for approval. Awaiting final approval.

Newly Licensed Businesses:

- 3 Commercial based businesses
- 8 Home based businesses

Highlights of plans for upcoming month:

- September Planning Commission Items: one special use permit case (Petco: kennel/grooming use allowance)
- Upcoming Plan Review Meetings:
 - None on the calendar at this time
- Director Burton will attend Leadership Daw 51 treat September 11-12

Dawson County

August 2015

New Business Licensing

Dawson County has three (3) new Commercial Businesses that have opened this month.

- 1.** Circle K Stores – New Ownership – Convenience Store
6425 Highway 53 East
- 2.** Daffodil Salon & Day Spa – Hair Salon
55 Blue Ridge Overlook
- 3.** So Chic L.L.C. – Home Furnishings
94 Worldwide Drive

Home Based Business has eight (8) new locations and Home Office Business Licenses.

- 1.** Ben Story – Handyman Services
4041 Kelly Bridge Road
- 2.** J Mansfield Construction Services – General Contractor
161 Burnt Mountain Cove Road
- 3.** O’Neill Outside – Television/Video Producer
472 Cold Stream Trail
- 4.** Over the Top Management – Business Management
14 Honeysuckle Trail
- 5.** Posh & Lavish, L.L.C – Mattress Wholesalers
447 Dawson Pointe Parkway
- 6.** Farr’s Home Services – Handyman Services
864 Smith Circle
- 7.** Southern Pride Enterprises
7395 Crestline Drive
- 8.** Stageunderground, L.L.C. – Concert Promotions
123 Riley Circle



Dawson County Board of Commissioners

Public Affairs Monthly Report – August 2015

Website Activity

- Page Views: 86,098
 - 15% increase from previous year; 11% increase from previous month
- Unique Visitors: 12,769
 - 13% increase from previous year; 2% increase from previous month

Social Media

- Contacts/Fans: 1,031 (Facebook)
 - 46% increase from previous year; 1% increase from previous month
- Contacts/Followers: 95 (Twitter)
 - 4% increase from previous month

Citizen Care: (Work Requests)

- Work Request Calls: 5
- Emails: 2
- Walk-ins: 6

HIGHLIGHTS

- Review marketing benefits for Citizen Care Mobile App

Keep Dawson County Beautiful

- Pre-plan for Lake Lanier Shore Sweep – Sat., Sept. 26, 8am-1pm
- Advertising and Preparation for Rivers Alive – Sat., October 10, 9am-12pm

Highlights of plans for upcoming month:

- Review Christmas plan with Facilities
- Preparations for the Purple Martin Roosts plan – constructing community housing for Purple Martins
- Preparations for Trunk or Treat



Dawson County Board of Commissioners

Public Works Monthly Report – August 2015

ROADS:

- Work Orders: 83
- Mowing: 19.27 miles
- Gravel: 678.52 tons
- Asphalt Patching: 57.46 tons
- Asphalt Resurfacing: 750.58 Tons
 - 233.28 tons Brookwood Drive East
 - 517.30 tons Brookwood Drive West

ENGINEERING:

- Debris Clean-Up
 - FEMA documentation is complete. Dawson County Public Works department will deliver documentation (3 Volumes) to GEMA / FEMA on September 8, 2015.
- Trail Enhancement Grant Project
 - Categorical Exclusion awaiting approval from Moreland (2nd Revision)
 - “Notice of Location and Design Approval” has been completed and is awaiting BOC approval. Moreland has requested additional public notification of the project and has requested that the Notice be placed in Dawson County’s legal organ.
 - Real property acquisition is pending. Awaiting approval from BOC.
- Road Estimations / Budgets
 - Brookwood Drive (East & West) has been re-surfaced. Both roads were completed under budget.
 - Evaluating roads and preparing documentation for 2016 LMIG request.

TRANSFER STATION:

- Solid Waste: 354.6 tons
- Recycling: 25.98 tons
- Recycling scrap metal: 22.56 tons

FLEET:

- Repair requests: 70

FACILITIES:

- Repair requests: 73
- Community Service Workers: 8

Backup material for agenda item:

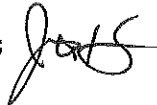
6. County Attorney Report

Fox, Chandler, Homans, Hicks & McKinnon, L.L.P.

Memorandum

To: Dawson County Board of Commissioners

Date: September 9, 2015

From: Joey Homans 

Re: County Attorney Report

-
1. Nydia Tisdale-Claim for Damages.
I am providing you a copy of the claim submitted on behalf of Ms. Tisdale on August 20. I forwarded the claim to the County's liability carrier on August 25. I spoke with the adjuster, Brian Wells, on August 26. Also, I met with attorneys assigned by the insurance carrier for Burt's Farm, LLC and Mr. Bearden on September 9. I requested that ACCG permit me to serve as co-counsel with any counsel assigned by ACCG.
 2. GTC proposed easement. Certain power lines are to be located and relocated in the area of the Blanchard project. The proposed easement will be presented to you after a determination has been made regarding road improvements that may be necessary to Whitmire Road, Lumpkin Campground Road, and/or Dawson Forest Road and whether Gordon Moss Road should be realigned near the intersection with Dawson Forest Road.
 3. Violation-donation box ordinance. Rachel and I have been coordinating regarding hearings to revoke permits for donation boxes and to remove donation boxes because the ordinance has been violated. The process requires a hearing, which is being scheduled.
 4. Ambulance transport billing contract. Recently, the County learned that Medicaid payments in the amount of \$19,710.00 will not be paid to the County because certain required documents were not timely submitted by the County's contractor for this service, Credit Bureau Systems, Inc., d/b/a Ambulance Medical Billing. Therefore, in accord with the contract between the parties, I will notify the vendor that the County intends to proceed with arbitration proceedings if the matter remains unresolved upon receipt of the County's demand.

Joey

Michael A. Caplan
Direct Phone: 404.596.5610
mcaplan@caplancobb.com

August 20, 2015

By Certified Mail/Return Receipt Requested

Dawson County Sheriff's Office
c/o Sheriff Billy Carlisle
19 Tucker Avenue
Dawsonville, GA 30534

Captain Anthony Wooten
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Burt's Farm, LLC
c/o Johnny Burt
4801 Hwy 52 E.
Dawsonville, GA 30534

Lumpkin County Republican Party
c/o Chairman Travis Williams
P.O. Box 1465
Dahlonega, GA 30533

Clint Bearden, Esq.
266 Orvin Lance Drive, Ste. 107
Post Office Box 1838
Blue Ridge, Georgia 30513

Corporal Laura Bishop
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Re: Claim for Damages by Nydia Tisdale

Ladies and Gentlemen:

We represent Nydia Tisdale. On August 23, 2014, Ms. Tisdale was assaulted and improperly arrested in retaliation for her filming of a public campaign event in Dawsonville, GA

Dawson County Board of Commissioners
c/o Michael Berg, Chairman
25 Justice Way, Suite 2313
Dawsonville, GA 30534

Georgia Republican Party, Inc.
c/o Ann Lewis
P.O. Box 550008
Atlanta, GA 30355

Dawson County Republican Party
P.O. Box 712
Dawsonville, GA 30534

Sheriff Billy Carlisle
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Deputy Russell Smith
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Page 2 of 3

Claim for Damages by Nydia Tisdale

August 20, 2015

hosted by Burt's Farm, LLC, the Georgia Republican Party, the Dawson County Republican Party, and the Lumpkin County Republican Party. As a result, she suffered significant physical and emotional injuries. We write to put you on notice of Ms. Tisdale's claims against each of you and to demand that you compensate Ms. Tisdale for the injuries she suffered.

We have enclosed a copy of an ante-litem notice that we are simultaneously serving on Dawson County and the Dawson County Sheriff's Office. The ante-litem notice outlines in detail the events of August 23, 2014, the injuries Ms. Tisdale suffered, and some of Ms. Tisdale's legal claims. We intend to file suit against some or all of you to vindicate Ms. Tisdale's rights and to recover compensation for the injuries she suffered.

We set forth below Ms. Tisdale's formal demand for settlement of this matter:

1. Total compensation in the combined amount of \$550,000, plus Ms. Tisdale's reasonable attorneys' fees and expenses, in exchange for the release of all claims.
2. The dismissal of all charges against Ms. Tisdale stemming from her protected activities at Burt's Farm on August 23, 2014.
3. The restriction of all records of those charges pursuant to O.C.G.A. § 35-3-37.
4. A public apology from Cpt. H. Anthony Wooten, the officer who retaliated, falsely arrested, and used excessive force against Ms. Tisdale.

This demand is made in part pursuant to *Southern General v. Holt*, 200 Ga. App. 759 (1991), and analogous state and federal case law which subjects entities, including insurers, to liability and penalties in excess of their policy limits should a bad faith failure to pay a demand occur.

We recognize that resolving this matter prior to litigation is of mutual benefit to all parties. Accordingly, we are willing to consider a reasonable discount to the demand set forth above should we achieve a timely pre-litigation resolution. You should also consider that your liability for attorneys' fees and expenses will substantially increase should this matter require additional legal action.

We ask that you respond to this letter no later than Thursday, September 10, 2015. In our experience, we have found that in these types of situations, in-person meetings among the responsible decision-makers for each party or their representatives can be helpful. We would be willing to convene such a meeting at your request.

Page 3 of 3
Claim for Damages by Nydia Tisdale
August 20, 2015

Please know that if you fail to respond to this letter, we intend to seek all legal and equitable relief on behalf of Ms. Tisdale.

Best regards,



Michael A. Caplan, Esq.
T. Brandon Waddell, Esq.
for Caplan Cobb LLP



Gerry Weber, Esq.
for the Law Office of Gerry Weber, LLC

MAC/mtg
Enclosure

August 20, 2015

By Certified Mail/Return Receipt Requested **By Certified Mail/Return Receipt Requested**

Dawson County Sheriff's Office
c/o Sheriff Billy Carlisle
19 Tucker Avenue
Dawsonville, GA 30534

Dawson County Board of Commissioners
c/o Michael Berg, Chairman
25 Justice Way, Suite 2313
Dawsonville, GA 30534

Ante Litem Notice Pursuant to O.C.G.A. § 36-11-1

Claimant: Nydia Tisdale
Date of Loss: August 23, 2014
Place: Burt's Farm, 5 Burt's Pumpkin Farm Rd., Dawsonville, GA 30534

Introduction and Summary of Claims

This case involves the total disregard of a citizen and journalist's fundamental right to observe and record the public activities of governmental officials. Nydia Tisdale was not just denied her First Amendment rights—she was physically assaulted for exercising them.

On August 23, 2014, Ms. Tisdale, a well-known citizen-journalist and advocate for open government, attended an open-invitation political event at Burt's Pumpkin Farm involving numerous high-level state officials. The event was organized by the Georgia Republican Party, the Lumpkin County Republican Party, the Dawson County Republican Party (the "Political Parties"), and Burt's Farm, LLC (collectively the "Event Organizers"). The event was open to all members of the public. Various political candidates campaigning for local and statewide offices attended and spoke at the event. And other members of the press attended, reported upon, and recorded the event.

Upon her arrival, Ms. Tisdale obtained express permission to film the event from the Event Organizers. But after one political candidate commented about Ms. Tisdale's presence at the event, representatives of the Event Organizers grew concerned about Ms. Tisdale's motivations for filming. One representative demanded Ms. Tisdale stop recording and stated that the Republican Party had a "policy" that prohibited the recording of campaign events. When that effort failed, the Event Organizers directed Captain Henry Anthony Wooten, a Dawson County Sheriff's Office ("DCSO") deputy who had been retained as a security officer for the event, to use physical force against Ms. Tisdale to stop her from filming.

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Cpt. Wooten approached Tisdale from behind and ordered her to turn off the camera or leave. When Ms. Tisdale attempted to explain that she had been expressly authorized to record the event, Cpt. Wooten grabbed her, bound her hands behind her back, forced Ms. Tisdale out of the event and into a barn, bent her over a counter, pressed his groin against her buttocks, and pinned her down while she screamed for help. Cpt. Wooten's violent conduct towards Ms. Tisdale, which constituted both assault and sexual battery, left Ms. Tisdale with bruising and scratches on her chest, wrists, arms, feet, waist, and pelvic area.

After pinning down Ms. Tisdale, Cpt. Wooten seized Ms. Tisdale's video camera and recordings and arrested her without cause. When the video recordings were returned a week later to Ms. Tisdale, they had been digitally altered—and critical portions that captured Cpt. Wooten's use of excessive force and Ms. Tisdale's screams for help had been deleted. Other recordings of the event provide irrefutable evidence of the assault against Ms. Tisdale as well as the alteration of her video.

Each of the addressees and copy recipients to this letter should be held accountable for their role and participation in the deprivation of Ms. Tisdale's rights. Cpt. Wooten was present at the event under agreement to provide security between himself, the DCSO, Dawson County, and the Event Organizers. These parties violated Ms. Tisdale's rights under the First, Fourth, and Fourteenth Amendments to the U.S. Constitution by retaliating against her for exercising her right to freedom of speech and freedom of the press, as well as by falsely arresting her and using excessive force against her. Their actions also constituted negligence, false imprisonment, assault, battery, conversion, trespass, the intentional infliction of emotional distress, and violations the Georgia Computer System's Protection Act, O.C.G.A. § 16-9-93, *et seq.*

In addition, Burt's Farm, LLC, as the property owner, along with the Political Parties, DCSO, and Dawson County—as the event organizers and occupiers responsible for ensuring a safe and secure environment for the event—negligently retained and trained Cpt. Wooten, failed to exercise ordinary care to prevent the injuries inflicted by Cpt. Wooten, and failed to warn Ms. Tisdale that her public recording of the event could lead to the violent response of Cpt. Wooten. In addition, the Event Organizers failed to intervene and stop his conduct, thus ratifying Cpt. Wooten's unlawful actions against Ms. Tisdale.

Summary of Injuries and Relief Sought

As a result of the conduct described herein, Ms. Tisdale suffered physical and psychological injury, pain and suffering, medical expenses, emotional distress, public humiliation, damage to and deprivation of the use of her property, deprivation of her federal rights, and attorneys' fees and expenses. Ms. Tisdale seeks recovery of at least \$550,000. Ms. Tisdale also seeks recovery of her attorneys' fees and costs, which will substantially increase should it be necessary to pursue additional legal action. Ms. Tisdale also seeks punitive damages. Finally, Ms. Tisdale seeks the dismissal of the charges filed against her; expungement

Nydia Tisdale Ante Litem Notice
August 20, 2015
Page 3

and/or restriction of any record of those charges; a declaration that the actions described in this letter violated her constitutional rights; and a public apology from Cpt. Wooten.

Factual Basis for Claims

Nydia Tisdale is a citizen-journalist who records public meetings and events involving local and state politicians and makes those recordings available online to foster greater participation in government. Ms. Tisdale has been honored by Georgia's First Amendment Foundation, among other organizations, for her important work.

Through public advertising, Ms. Tisdale became aware that on August 23, 2014, Republican officials would be hosting a public campaign event at Burt's Farm. The Georgia Republican Party, Lumpkin County Republican Party, and Dawson County Republican Party advertised the event in various media and invited the public to attend.¹ None of their advertisements, none of their public statements, and no signs at the event conveyed any limitation on the right of any member of the press or public to record the event.² Other members of the press were present and recording.

Before Ms. Tisdale began filming, she introduced herself to Ms. Burt, one of the property owners, and explained that she intended to film the event. Ms. Burt expressly authorized Ms. Tisdale to film. Ms. Tisdale also told Attorney General Sam Olens that she intended to film the event. In response, Attorney General Olens stated that he figured she would, because that's what she does. When the event began, Ms. Tisdale took a seat in the front row and started quietly filming. She filmed the event's introduction and first two speakers.

During the second speech, a representative of the Georgia Republican Party approached Ms. Tisdale and demanded that she stop filming. In response, Ms. Tisdale quietly explained that a property owner and representative of the Event Organizers had authorized her to record the event. The representative left. Shortly thereafter, however, Clint Bearden, another representative of the Georgia Republican Party, approached Ms. Tisdale and instructed her to stop filming. Ms. Tisdale politely responded, once again, that the property owner and candidates had expressly approved her filming. Mr. Bearden asserted there was a purported "policy" of the Georgia Republican Party against filming the event. When Ms. Tisdale asked to see the policy, Mr. Bearden left.

Having failed through peaceful means to stop Ms. Tisdale from filming, one or more representatives of the Event Organizers instructed Cpt. Wooten to use physical force against Ms.

¹ Other organizations also invited members of the public to the event, including the Deal-for-Governor Campaign.

² Prior to attending the event, Ms. Tisdale also reviewed the "Guest Policies" of Burt's Farm. Those policies only prohibit pets and firearms. Burt's Farm does not prohibit the use of video, audio, photographic, or other recording devices. See <http://www.burtsfarm.com/visitor-info/>.

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Tisdale to prevent her from additional filming. Accordingly, at the Event Organizers' instruction, Cpt. Wooten approached Tisdale from behind and ordered her to turn off the camera or leave. Before Ms. Tisdale could even turn to see who was speaking, Cpt. Wooten grabbed her, bent her arm behind her back, and forcibly removed her from the event by physically restraining and dragging her, breaking the tips off of the heels of her shoes and causing some of the straps to separate from the soles. As he was dragging her out of the event, Ms. Tisdale repeatedly asked the man detaining her to identify himself, but Cpt. Wooten refused. Instead, he forced Ms. Tisdale, against her will, into a barn, bent her over a counter, bound her hands behind her back, pressed his groin against her buttocks, and pinned her down while she screamed for help. The force of Cpt. Wooten's grip and the weight of his body pressing against her body caused Ms. Tisdale significant pain and emotional distress.

While Ms. Tisdale was being restrained by Cpt. Wooten, Linda Clary Umberger, Chair of the Dawson County Republican Party, entered the barn and apologized to Ms. Tisdale. Ms. Umberger explained that she thought Cpt. Wooten's actions were wrong. Ms. Burt also entered the barn and told Cpt. Wooten that she had agreed Ms. Tisdale could film. Labor Commissioner Mark Butler, the individual who was speaking when Cpt. Wooten forced Ms. Tisdale from the event, then entered the barn and told Ms. Tisdale that he had no objection to her filming his speech. Despite these individuals and entities witnessing Cpt. Wooten's physical assault and knowing Ms. Tisdale was acting within her rights and scope of authorization to film the speech, none intervened or instructed Cpt. Wooten to stop his improper conduct.³

Once other members of the DCSO appeared on the scene, Cpt. Wooten separated himself from Ms. Tisdale's buttocks. Cpt. Wooten and Cpl. Russell Smith then formally arrested Ms. Tisdale, cuffing her so roughly that her wrists were bruised and scratched. Cpl. Bishop then placed Ms. Tisdale in a DCSO vehicle, transported her to jail, and booked her without conducting any inquiry into whether probable cause existed to arrest her and without providing any standard *Miranda* warnings associated with a lawful arrest. Cpt. Wooten confiscated Ms. Tisdale's camera and camera bag, and Bishop photographed the bruises and scratches on Ms. Tisdale's arms, chest, and wrists. Later, at the jail, Cpt. Wooten and another unidentified male deputy informed Ms. Tisdale she was being charged with criminal trespass and felony obstruction of an officer in the performance of his duty.⁴

³ Cpt. Wooten's assault on Ms. Tisdale, his refusal to identify himself, and the physical violence he used were largely caught on tape. The tape also showed that Cpt. Wooten wore a shirt identifying himself as an officer of the DCSO. The video can be viewed at the following link: <http://politics.blog.ajc.com/2014/08/30/watch-nydia-tisdales-video-adventure-at-the-dawsonville-gop-rally/>.

⁴ The charges have never been prosecuted or adjudicated.

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In the early morning hours after her arrest, Ms. Tisdale (and the bond company she hired) paid \$6,200 as a bond to be released. She drove home alone, scared and deeply shaken by the attack. Ms. Tisdale finally arrived home at approximately 3:00 a.m. When she undressed, Ms. Tisdale found bruises covering her chest, wrists, arms, feet, and waist. She also had multiple bruises across her pelvic resulting from Cpt. Wooten forcing Ms. Tisdale against the countertop with the weight of his body.

The DCSO held Ms. Tisdale's camera—along with the footage she took of the public rally and her subsequent assault—as “evidence” for six days. While the camera was in DCSO custody, the video file from the event was altered. The footage was spliced in two, and Ms. Tisdale's six screams for help during Cpt. Wooten's assault had been deleted.⁵ Also deleted were portions of Ms. Tisdale's conversations with Labor Commissioner Butler. Other recordings of the event reveal the portions of the incident which were removed from Ms. Tisdale's video account.

Cpt. Wooten is an officer employed by Dawson County and the DCSO who acts under the supervision of Sheriff Carlisle. On August 23, 2014, Cpt. Wooten acted under color of law. He wore a shirt identifying himself as a DCSO officer, had a badge clipped to his belt, carried a holstered weapon, told Tisdale and the property owners that he was conducting an arrest, and ultimately announced himself as Captain Wooten of the DCSO after other DCSO officers arrived on the scene at his request. He also announced Ms. Tisdale's charges later that evening at the Dawson County Detention Facility. In addition, Cpt. Wooten was present on the day of the rally at the request and under agreement to provide security to the event's attendees with Burt's Pumpkin Farm, LLC, and the Political Parties. Cpt. Wooten's employers, the DCSO and Dawson County, were parties to that agreement. Cpt. Wooten arrested Ms. Tisdale at the request and with the help of Clint Bearden.

The physical and psychological impacts Ms. Tisdale suffered as a result of this unfortunate incident have been severe. The pain and bruising on her torso were so acute that Ms. Tisdale feared her pelvis might be fractured. She sought medical care and radiological imaging to confirm that she had not suffered any broken bones. She found it difficult to sleep, to walk, and to stand for several weeks afterwards. Ms. Tisdale's psychological injuries, including post-traumatic stress, were even more intense. The psychological effect of the trauma was so great that she was unable to describe the incident to her husband until late the next evening. Ms. Tisdale was especially traumatized by the sexually charged nature of Cpt. Wooten's assault—pinning her bent over a counter with his groin pressed against her buttocks—and the public humiliation of having it occur before a crowd of citizens. Ms. Tisdale cried daily for weeks. She lost weight. She missed meetings. She was unable to enjoy her wedding anniversary. She continues to have nightmares. And she still cries when the painful memory of the trauma she suffered—all because she attempted to record a political event—overwhelms her.

⁵ See Jim Galloway, *The Case of the Six Missing Screams*, Atlanta-Journal Constitution (Sep. 23, 2014), available at <http://politics.blog.ajc.com/2014/09/22/the-case-of-the-six-missing-screams/>.

Legal Claims

I. State Law Claims

- A. False Imprisonment: Cpt. Wooten, Cpl. Smith, Cpl. Bishop, and other DCSO personnel and Dawson County employees, at the direction and with the ratification of the other individuals and entities identified herein, forcibly moved Ms. Tisdale from one place to another and then unlawfully detained Ms. Tisdale for an extended period of time even after the property owners and Event Organizers told Cpt. Wooten that she should be released.
- B. Battery: Cpt. Wooten, at the direction and with the ratification of the other individuals and entities identified herein, touched Ms. Tisdale's body without the lawful authority to do so, unlawfully and intentionally made physical contact with her body, and caused her actual physical injury, psychological harm, emotional distress, and pain and suffering.
- C. Assault: Cpt. Wooten, at the direction and with the ratification of the other individuals and entities identified herein, acted in such a way as to cause Ms. Tisdale to reasonably fear the threat of violent injury and ultimately caused her physical injury, mental suffering, psychological harm, emotional distress, and pain and suffering.
- D. Negligence: Cpt. Wooten, at the direction and with the ratification of the other individuals and entities identified herein, acted without due care for Ms. Tisdale's physical and emotional well-being, causing her physical injury, harming her property (including impairing the availability of video footage contained on the camera he confiscated and destroying her shoes), and causing her significant emotional distress and psychological injury. Additionally, to the extent they intended to interpose a prohibition on recording as a condition to attending the public event, Burt's Farm, LLC, and the Parties owed a duty to fairly apprise attendees of that condition. Those entities breached that duty and that breach resulted in Ms. Tisdale's injuries at the hands of Cpt. Wooten. Those entities also owed a duty to adequately supervise Cpt. Wooten at the event. The breach of those duties directly resulted in Ms. Tisdale's injuries, the damage to her property, and the emotional distress, psychological injury, and pain and suffering she endured.
- E. Intentional and Negligent Infliction of Emotional Distress: Cpt. Wooten, at the direction and with the ratification of the other individuals and entities identified herein, acted negligently and intentionally; physically impacted Ms. Tisdale; engaged in conduct that exceeded all possible bounds of decency; and caused Ms. Tisdale physical injury, mental suffering, and continuing, often crippling, and severe emotional distress.
- F. Trespass to Chattels/Conversion: Cpt. Wooten, Cpl. Bishop, and Cpl. Smith (along with the DCSO, Dawson County, and other DCSO and County Personnel) took possession of Ms. Tisdale's personal property, interfered with her possession of it, and refused to return it

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despite her demand. While the property was in their custody, portions of Ms. Tisdale's video recording were destroyed or altered so that its function was impaired when it was finally returned to Ms. Tisdale.

- G. **Violation of the Georgia Computer Systems Protection Act:** Ms. Tisdale's video camera constituted a "computer" as that term is defined under the Georgia Computer Systems Protection Act, O.C.G.A. § 16-9-93, *et seq.* While her camera was unlawfully in the custody of the DCSO, one or more of its officers accessed the camera's memory and deleted, interrupted, altered, damaged, or caused the malfunction of data contained in the camera's memory of the events of August 23, 2014, so that some of the data was no longer accessible when the camera was finally returned to Ms. Tisdale. Those actions caused injury to Ms. Tisdale, including but not limited to expenditures to determine what was lost and how, entitling her to recover damages and the costs of any lawsuit based upon the wrongful access and manipulation of Ms. Tisdale's recording.
- H. **Civil Conspiracy:** Cpt. Wooten combined with and worked in concert with Cpl. Bishop and Cpl. Smith and other DCSO officers and at the direction of and in combination with Clint Bearden, the Political Parties, and Burt's Farm, LLC to commit these tortious acts. Each member of this group acted with the common design to interfere with Ms. Tisdale's exercise of her rights and to tortiously injure her.
- I. **Agency/Respondeat Superior:** Cpt. Wooten acted within the scope of his duties as an officer employed by Dawson County and the DCSO under the supervision of Sheriff Carlisle, and as the agent and representative of the Event Organizers, which engaged Cpt. Wooten to provide security at the political rally they hosted on August 23, 2014. Cpt. Wooten also acted at the specific direction of Clint Bearden, a representative of the Georgia Republican Party. And his actions were subsequently ratified both by the owners of Burt's Farm and representatives of both the Georgia Republican Party and Dawson County Republican Party. Bearden, along with the DCSO, Dawson County, Sheriff Carlisle, Burt's Farm, and the Political Parties are each, therefore, liable under agency principles for Cpt. Wooten's actions and the injuries Ms. Tisdale sustained at his hands.
- J. **Premises Liability:** The Political Parties occupied Burt's Farm on August 23, 2014 and invited Ms. Tisdale onto the property. Burt's Farm, LLC (and Mr. and Ms. Burt) owned the property and invited Ms. Tisdale onto the property. Yet, even when representatives of those entities specifically observed Cpt. Wooten's assault on Ms. Tisdale, none intervened. Those entities failed to exercise ordinary care in keeping the premises safe and failed to warn Ms. Tisdale concerning the dangers that might result from recording the event. They are, therefore, liable under O.C.G.A. § 51-3-1 as owners and occupiers for the injuries Ms. Tisdale suffered.
- K. **Third-Party Beneficiary:** Ms. Tisdale was an intended third-party beneficiary of the agreement among the Political Parties and Burt's Farm on the one hand and Dawson

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County, the DCSO, and Cpt. Wooten on the other for the provision of security at the event. Dawson County, the DCSO, and Cpt. Wooten breached their obligations to keep the event safe. As a result of that breach, Ms. Tisdale was damaged and she is entitled to recover for that breach as a third-party beneficiary.

II. Federal Law Claims

Although Ms. Tisdale is not required to provide an ante-litem notice of her federal claims, she provides this list of some of the claims under federal law that may be included in any suit she brings based on the events of August 23, 2014.

- A. Violation of First Amendment Rights: Cpt. Wooten, acting under color of state law, deprived Ms. Tisdale of her rights of free speech as well as of the freedom of the press, and targeted Ms. Tisdale because of the content of her protected speech and conduct. She filmed a public rally at which public officials were present to speak to citizens that she had been invited to attend and that other members of the press recorded. She had permission from an owner of the property and several of those public officials to film during the forum as a journalist. Yet Cpt. Wooten singled Ms. Tisdale out because of Ms. Tisdale's advocacy for open government and her exercise of the freedom of the press. Cpt. Wooten's actions violated Ms. Tisdale's rights under the First Amendment to the United States Constitution, entitling her to damages and a declaration that her constitutional rights were violated pursuant to 42 U.S.C. § 1983.
- B. Violation of Fourth and Fourteenth Amendment Rights: Cpt. Wooten, along with the two other Dawson County officers, Cpl. Smith and Cpl. Bishop, also violated Ms. Tisdale's rights under the Fourth and Fourteenth Amendments to the United States Constitution. Ms. Tisdale was expressly authorized by one of the property's owners and representatives of the Georgia Republican Party and Dawson County Republican Party to film the event. At the very least, Ms. Tisdale was impliedly authorized to film because the event was open to the public, was of public import, was attended by other members of the press, and was held at an event space and business that holds itself out as a place to "make some special family memories," including by photograph and video. No reasonable officer could have believed that Tisdale attended the event without the legal right or permission to do so and with criminal intent, as would be required to arrest an individual for criminal trespass in Georgia. Cpt. Wooten therefore did not have arguable probable cause to effect Ms. Tisdale's arrest. Because he had no arguable probable cause to effect her arrest, no amount of force—and certainly not the paralyzing amount of force he actually used—was justified. Cpl. Smith and Cpl. Bishop similarly violated Ms. Tisdale's rights because they aided Cpt. Wooten in effecting Ms. Tisdale's arrest and used force in cuffing her and placing her in a DCSO vehicle. Additionally, because those officers lacked probable cause to suspect she was guilty of any crime, the seizure of Ms. Tisdale's camera also violated her Fourth Amendment rights. These violations of her rights injured Ms. Tisdale, physically and emotionally, and the seizure of her camera ultimately deprived her of footage that she

Nydia Tisdale Ante Litem Notice

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owned. Finally, Cpt. Wooten (along with other DCSO deputies and Dawson County officials) maliciously and without probable cause instituted a prosecution against Ms. Tisdale in violation of her Fourth and Fourteenth Amendment rights that will terminate in Ms. Tisdale's favor and that has caused her emotional distress, economic loss, and public embarrassment. Ms. Tisdale is therefore entitled to damages and a declaration that her constitutional rights were violated pursuant to 42 U.S.C. § 1983.

- C. **Liability of Sheriff Carlisle, the DCSO, and Dawson County:** The actions of Cpl. Bishop, Cpl. Smith, and Cpt. Wooten, along with other officers of the DCSO and Dawson County employees demonstrate a policy or custom of unconstitutional conduct by Sheriff Carlisle, the DCSO, and Dawson County. These officers repeatedly used excessive force, failed to advise Ms. Tisdale of her rights on arrest, and failed to ascertain whether probable cause justified arresting Ms. Tisdale, seizing her property or altering her video, and the charges for which DCSO obtained a warrant. Sheriff Carlisle, the DCSO, and Dawson County failed to put in place adequate policies to ensure their officers and employees protected the constitutional rights of citizens and specifically the right to film, failed adequately to train deputies to protect the constitutional rights of citizens and specifically the right to film, and/or actively fostered a culture of disregard for citizen's constitutional rights. Those failures directly caused the deprivation of Ms. Tisdale's federal rights. Sheriff Carlisle, the DCSO, and Dawson County are therefore liable for the damages she suffered (as well as fees) as a result of the unconstitutional acts of Cpt. Wooten, Cpl. Bishop, and Cpl. Smith, among other officers and employees of Dawson County, and the DCSO. Sheriff Carlisle, the DCSO, and Dawson County also ratified Cpt. Wooten's behavior by conducting a sham investigation into his actions, affirming without any meaningful review that he had acted properly, and then reinstating him to his position.
- D. **Conspiracy to Violate Constitutional Rights:** The Event Organizers, Clint Bearden, the DCSO, and Dawson County conspired with Cpt. Wooten and other DCSO officers to deprive Ms. Tisdale of her rights under the First, Fourth, and Fourteenth Amendments. Cpt. Wooten's and the other DCSO officers' actions in furtherance of that conspiracy caused physical and emotional injuries to Ms. Tisdale, pain and suffering, and property damage. Each member of that conspiracy is liable for the deprivation of Ms. Tisdale's constitutional rights under 42 U.S.C. § 1985.
- E. **42 U.S.C. § 2000aa:** Cpt. Wooten, Cpl. Bishop, and Cpl. Smith, in conjunction with Dawson County, the DCSO, and other officers and employees of the DCSO and the County, searched and seized work product (namely, a camera containing video documentation of a public event) possessed by a member of the press that they knew to be intended for public communication without securing a warrant and without probable cause to believe that the video of a public campaign event related to the commission of any criminal offense. The officers and employees acted within the scope of or under color of their office or employment and lacked any good faith belief that their actions in seizing Ms. Tisdale's camera, accessing its contents, and deleting those contents was lawful. Those officers and

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entities are liable under 42 U.S.C. § 2000aa-6 for Ms. Tisdale's damages of not less than \$1,000 plus attorneys' fees and costs.

Conclusion

This letter constitutes the formal presentation in writing prescribed by O.C.G.A. § 36-11-1 of Ms. Tisdale's claim that the DCSO, Dawson County, Sheriff Carlisle, Cpt. Wooten, Cpl. Smith, and Cpl. Bishop violated her rights. We intend to file suit on Ms. Tisdale's behalf on some or all of the claims set out in this letter.

As you may know, Ms. Tisdale has succeeded in suits against other public officials who have interfered with her First Amendment protected activities under far less egregious circumstances. For example, Ms. Tisdale brought suit against the City of Cumming when it barred Ms. Tisdale from recording a public event. *See Tisdale v. City of Cumming*, No. 2:12-CV-00145 (N.D. Ga). The Court denied the City of Cumming's motion for summary judgment, resulting in a favorable ruling on Ms. Tisdale's First and Fourth Amendment claims. Unlike this case, Ms. Tisdale sustained no significant physical injuries from that event and was not arrested or charged with any criminal conduct. Nor did Ms. Tisdale suffer any emotional consequences remotely similar to those resulting from Cpt. Wooten's assault. The *City of Cumming* case settled for \$200,000.00.

Ms. Tisdale is entitled to damages to compensate her for the physical and psychological injuries the events of August 23, 2014 caused her, for the medical bills she incurred as a result of her injuries, for the destruction or impairment of her use of her property, for economic loss, and for the emotional distress, pain, and suffering she endured. Because Cpt. Wooten's actions were malicious and deliberately intended to cause harm to her, Ms. Tisdale is also entitled to punitive damages. She is also entitled to nominal damages for the deprivation of her constitutional rights, along with compensatory damages for the injuries she suffered from those unconstitutional actions. To the extent of Ms. Tisdale's current knowledge and belief, Ms. Tisdale's actual damages amount to at least \$550,000. Further, Ms. Tisdale will also seek the attorneys' fees and costs she has incurred to vindicate her rights under 42 U.S.C. § 1988, 42 U.S.C. § 2000aa-6, and other applicable law. Those costs and fees will necessarily increase if Ms. Tisdale brings suit. Ms. Tisdale also seeks a declaration that her rights were violated and an apology from Cpt. Wooten for his actions. Finally, Ms. Tisdale demands that the charges that remain pending against her be dropped and all records of the charges be restricted or expunged pursuant to O.C.G.A. § 35-3-37.

As provided in O.C.G.A. § 36-11-1, this notice is being sent within twelve months of the date of the event upon which Ms. Tisdale's claims are based. Please advise us if you need any further detail on any matter subject to the ante-litem notice or if you believe that this notice is deficient in any way, and direct all future correspondence regarding this matter to our attention.

[signatures on next page]

CAPLAN | COBB

Nydia Tisdale Ante Litem Notice
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Best regards,



Michael A. Caplan, Esq.
T. Brandon Waddell, Esq.
for Caplan Cobb LLP



Gerry Weber, Esq.
for the Law Office of Gerry Weber, LLC

cc:

Captain Anthony Wooten
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Sheriff Billy Carlisle
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Corporal Russell Smith
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Corporal Laura Bishop
Dawson County Sheriff's Office
19 Tucker Avenue
Dawsonville, GA 30534

Burt's Farm, LLC
c/o Johnny Burt
4801 Hwy 52 E.
Dawsonville, GA 30534

Georgia Republican Party, Inc.
c/o Ann Lewis
P.O. Box 550008
Atlanta, GA 30355

Dawson County Republican Party

CAPLAN | COBB

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