

**DAWSON COUNTY BOARD OF COMMISSIONERS  
VOTING SESSION AGENDA – THURSDAY, APRIL 20, 2023  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
TO IMMEDIATELY FOLLOW THE 4:00 PM WORK SESSION**

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**A. ROLL CALL**

**B. OPENING PRESENTATION**

1. Development Authority of Dawson County (DADC) Quarterly Update- DADC Chairman Brian Trapnell

**C. INVOCATION AND PLEDGE OF ALLEGIANCE**

**D. ANNOUNCEMENTS**

**E. APPROVAL OF MINUTES**

1. Minutes of the Planning Workshop & Retreat held on March 29, 2023
2. Minutes of the Special Called Meeting held on April 4, 2023
3. Minutes of the Work Session held on April 6, 2023
4. Minutes of the Voting Session held on April 6, 2023
5. Minutes of the Special Called Meeting held on April 19, 2023

**F. APPROVAL OF AGENDA**

**G. PUBLIC COMMENT**

**H. ALCOHOL LICENSE**

1. Alcohol License Transfer (*Retail Package Sale of Beer, Wine and Distilled Spirits*) - 400 Package LLC

**I. NEW BUSINESS**

1. Consideration of Request for Additional Full-Time Human Resources Specialist
2. Consideration of Board Appointment:
  - a. EMS Advisory Council**
    - i. Bridget Rigby- *replacing Don Patterson* (Term: Through June 2024)

**J. PUBLIC COMMENT**

**K. ADJOURNMENT**

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

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



# Economic Update 1<sup>st</sup> Quarter

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Dawson County



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**DEVELOPMENT AUTHORITY**  
OF DAWSON COUNTY

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# Initiatives for 2023

Transportation	Infrastructure	Entertainment District/Node	Comp Plan / Partnerships
Review street classifications & develop a list of potential street improvements	Develop a list of potential sites for development	Promote the creation of entertainment districts within Dawson County	Review development regulations for barriers within the 400 corridor
Develop Branding for GA 400/ US 19	Meet with community partners every month to ascertain ways we can engage to support their efforts	Meet with Planning & Development on the implementation of the Greenway & Trails Master Plan	Create an Economic Development Council with Dawson county partners
Pursue a site study for inland port businesses	Review the DCA fiber map & outline key areas where under or unserved customers are located	Attend comprehensive plan update meetings to promote usable greenspace both micro & macro	Meet with our energy companies on their future plans within Dawson County

# Kroger Update for 2022



	Commitment	2022 Data	% Over/Under
Employment	177	283	159%
Capital Investment	\$23,000,000	\$25,829,215	112%

# Top Private Employers In Dawson County

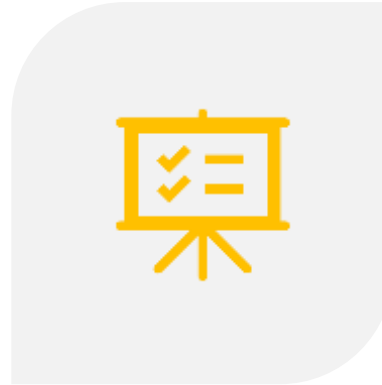
North GA Premium Outlets	1,322
Walmart	353
Gold Creek Foods	292
BTD	233
Home Depot	172
Kroger	145
Premier Surplus	125
MCC Labels	124
Publix	124
Chick-fil-A	87
Ingles	80
World Wide	55

# Valdosta State University RDI

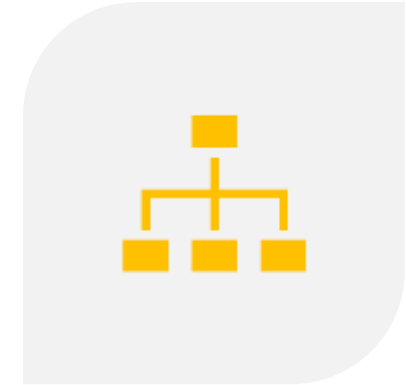
Retail Strategies grant has been submitted to USDA for approval



# Broadband Grant For ETC



AUDIT STARTING ON  
BROADBAND GRANT AND WILL  
REQUIRE STAFF TIME AND  
ASSISTANCE.

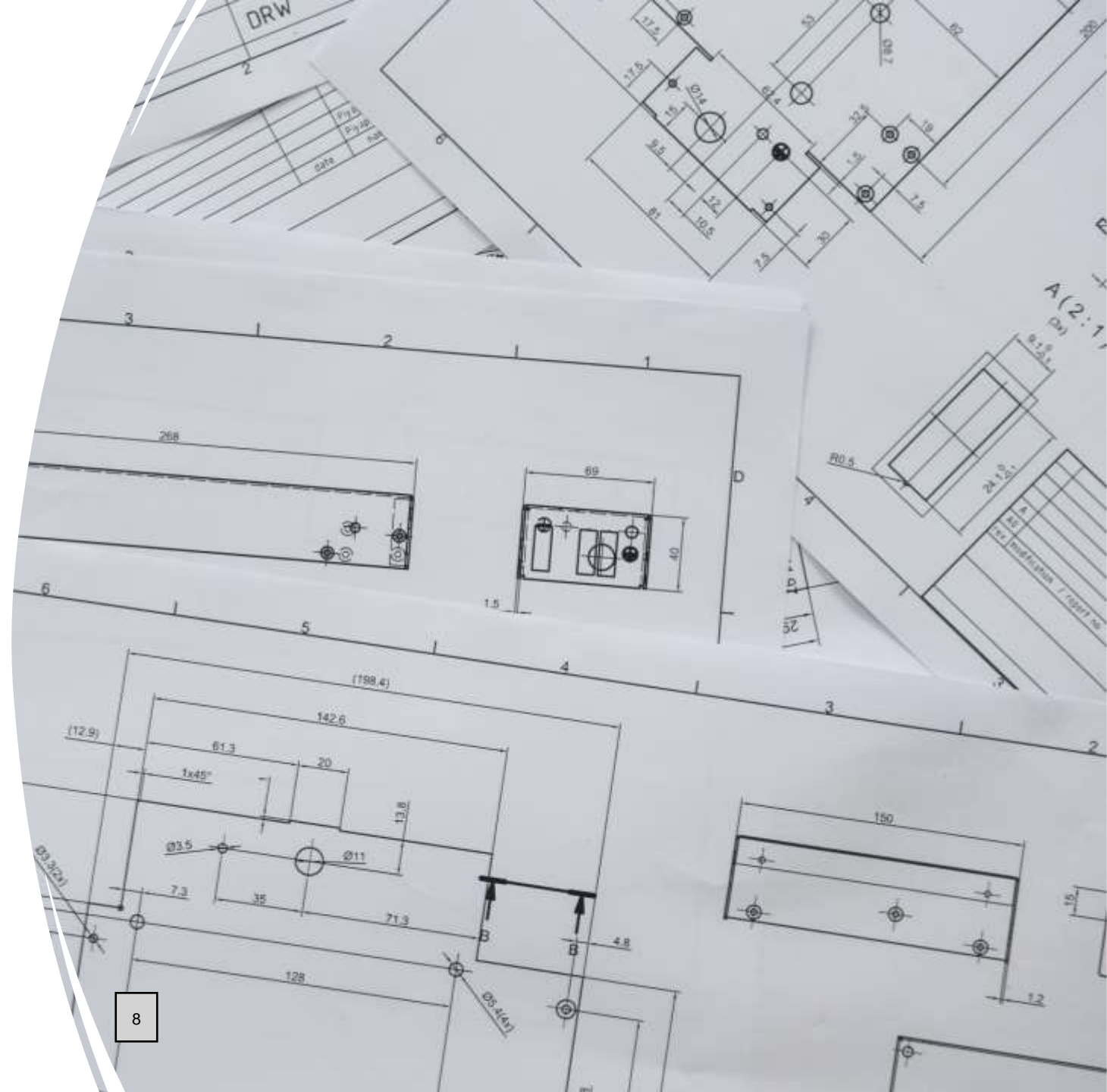


REIMBURSEMENT 3 HAS BEEN  
SUBMITTED AND PASSED  
THROUGH TO ETC.

# Growth by the numbers

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- Business License Renewals  
1,482
- Business Licenses (New)  
229
- Commercial Building Permits  
158





# 2023 Key Objective

## Retreat Goals



**Dawson County Board of Commissioners**  
**Planning Workshop & Retreat - Wednesday, March 29, 2023**  
**Amicalola Falls State Park & Lodge**  
**418 Amicalola Falls Road, Dawsonville, Georgia 30534**  
**8:30 a.m.**

**Minutes**

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*Facilitated by: Hardin Watkins, CVIQG*



**Carl Vinson  
Institute of Government  
UNIVERSITY OF GEORGIA**

- **Welcome**

At 9 a.m., Interim County Manager Vickie Neikirk welcomed all to the Planning Workshop & Retreat. She introduced the event's facilitator, Hardin Watkins, Public Service Faculty, University of Georgia Carl Vinson Institute of Government.

Chairman Billy Thurmond provided an overview and officially opened the meeting. All five commissioners – Chairman Billy Thurmond, District 1 Commissioner Seth Stowers, District 2 Commissioner Chris Gaines, District 3 Commissioner Alexa Bruce and District 4 Commissioner Emory Dooley – were present.

- **Ice Breaker & Introductions**

- **Who's Here?**
- **Who are we as individuals? As a group of county leaders?**
- **This or That...**

In addition to the commissioners, the following were present and introduced themselves: Interim County Manager Vickie Neikirk, Human Resources Director Kristi Finley, Planning & Development Director Sharon Farrell, Public Works Director Robert Drewry, Emergency Services Director Troy Leist and County Clerk Kristen Cloud. Mr. Watkins led the group through some introductory icebreaker exercises as a method for the new group to come together as a functioning team and better understand each other.

- **Opening Comments from Commission Chair & Commissioners**

- **What do you hope to accomplish today?**
- **One word that represents your perspective on your role in Dawson County**
- **One word that comes to mind when you think of Dawson County**
- **What is your vision for Dawson County?**

Chairman Thurmond said he would like to set goals and objectives for both the board and staff so everyone will have a road map to where we want to go.

Commissioner Gaines said he would like to gain a better understanding of the various perspectives at the table and to find common ground to work as a team to achieve goals.

Commissioner Bruce echoed Chairman Thurmond and Commissioner Gaines.

Commissioner Dooley said he would like to find a way to best move forward considering the unique position of the community. Commissioner Bruce said growing pains will continue, but it would be ideal for the board and staff to stay on the same page in moving forward.

Commissioner Stowers mentioned unity, understanding each other as a whole, and having a sense of the path forward. He hoped to gain clarity regarding what direction we are going.

Director Leist said, from a department head standpoint, clarity on the difference between a want and a need (internally) is needed. He requested perspective from commissioners. Chairman Thurmond and Commissioner Bruce elaborated from a BOC standpoint.

Commissioner Gaines said it is important for staff to differentiate between what is, in fact, a want vs. a need. He said “being clear with us” is important.

Commissioner Dooley emphasized the importance of having long-term goals and a plan (a five-year plan, etc.); a proactive vs. a reactive approach.

Director Drewry mentioned challenges for the board, specifically as it relates to the 400 Corridor vs. “everybody else.” Conversation followed.

Other items that members of the group expressed hope for accomplishing include: establishing unity as a group, understanding the path forward to help maintain our community feel along with sustainable growth, understanding each other as a whole by learning about perspectives, developing an understanding of each department and mutual expectations, beginning a path for a “service culture” and raising the bar for employees.

Each attendee was asked to share a word that represents their perspective on their role in Dawson County: servant-leader, problem-solver, commitment, stabilizer, responsibility, challenging, connection, serve, protect, ringleader, leadership.

Each attendee was asked to share a word that comes to mind when they think of Dawson County: home (3 times), exciting, changing, unique, family, down-to-earth, local, transitioning, America.

Vision for Dawson County: better (make things better than I found them), sustainability (how to keep ahead of growth – controlled), healthy growth with continued mindset of community (truly look at “quality of life” slogan and what it means), keep Dawson County beautiful (lakes, rivers, farmland), sustainability as we progress (keep economics in mind, farms can continue if they want to), balance (financial, growth, character – people define

quality of life differently - perspective/vision), balance between property rights and growth, board and staff to work together as a team (proper interaction between staff and elected – find ways to allow appropriate conversation, communication, build and develop trust), provide best service possible (service-first mindset, part of organizational culture).

Culture as an organization should be centered around service, according to Commissioner Gaines, and it starts with leadership.

- **Nurturing a New Team to High Performance**
- **Disruptive Forces Facing Local Government Today**
- **Tuckman’s Model – Forming**
- **New Commissioners, new ideas, new goals**
- **Roles & Responsibilities – “You’ve just joined a team”**
- **Role of staff – need more or less of – exercise**
- **Staff is looking for clarity regarding decisions**
- **County Manager role – what is needed?**

Mr. Watkins reviewed Bruce Tuckman’s Stages of Group Development – Forming, Storming, Norming, Performing, (Adjourning). This research helps a newly formed team see and recognize the various stages of team development and the steps (not always linear) that a team goes through from its beginning through conclusion of its mission.

In a discussion on roles and responsibilities of members of the Dawson County leadership team, Mr. Watkins reminded the group of the content of the newly elected county commissioner training regarding roles and the different skill sets needed for campaigning as compared to governing. This portion of the retreat led to a facilitated conversation about what elected officials would like to see more or less of from staff and what staff wants to see more or less of from elected officials. Staff is seeking clarity so they can serve effectively and efficiently.

Here is a summary of the discussion:

Role of staff:

- Commissioner thoughts – staff and department leaders are the “experts” in their fields, have confidence and trust coming to the board, would like to see relationship between any staff member and BOC improve/does not want an employee to feel inferior, being able to call director directly on less critical issues to expedite service and enhance one-on-one communication with staff, informational vs. directive communication between commissioners and staff (do not cross that line), being seen at different departments and being willing to interact with staff (to help build morale, express appreciation, etc.), inform elected officials how to be appropriately engaged with employees (when opportunities arise), bring potential solutions (creativity is welcomed) with the problems, bring out-of-the-box ideas when designing solutions, frontline employees are critical (employees are on top, extremely valuable), do not pit the public and/or employees against the board or department against department, wants to hear appreciation from employees

regarding sizable fiscal commitments to employees (pay increases, benefits), get to know each other, would appreciate employees to refrain from putting things in a negative way (“Board won’t approve \_\_\_\_\_”) and less faultfinding in conversations.

- Staff thoughts: more communication, progressive workplace and environment (recruitment and retention), help us build a desirable place to work, build a pro-employee culture, wants to see less acceptance for employees in Dawson County to make less money than employees in surrounding counties, importance of feeling valued and appreciated, acknowledging that our staff team works hard, guidance on how to communicate with one elected official differs from communicating with the full board, want to learn how to communicate effectively on upcoming topics/agenda items, openness to hear suggestions that differ from the way we’ve always done things.

#### Open County Manager Position Discussion

- Plan for interviews on April 4, 2023; ACCG survey in progress; Human Resources has provided questions for interviews; “very important that we get the right person,” said Commissioner Gaines; job description discussion/details; contract; vision and how to take on that challenge; need a strong manager; lead from the heart; strong communicator; someone who “walks the halls”; servant leader from top to bottom; trustworthy across the board, understands the departments and what each department does; someone who can say “no.”

#### 1-Hour Lunch Break

Julia Hansen from *Dawson County News* arrived and joined the retreat audience.

- **Vision for Dawson County**
  - **What do you want the community of Dawson County to accomplish in the next 5 years?**
  - **What is the vision of the Commissioners for Dawson County?**
  - **Goal → Agree on 4-6 things to work on in 2023-24.**

Commissioners each shared their top items to accomplish in the next five years:

#### No. 1

- Manage growth
- Show/prove to employees that they are seen as the county’s most important asset
- Improve infrastructure and, in connection, Transportation Special Purpose Local Option Sales Tax (T-SPLOST)
- Promote higher-paying technology and medical jobs and, in connection, an industrial park
- Balance growth with improvements to roads, parks, etc., with proactive planning



No. 2

- Preserve resources while still valuing individual property rights
- Keep retail as a viable revenue source
- Employee salary/compensation/benefits package
- As a board, give better and clearer direction to department heads with more proactive approach
- Enhance communication to staff and citizens

No. 3

- Continue service delivery strategy and do it economically
- Drive/create a culture of passion for excellence; “bottom up” employee model
- Keep growth within bounds of citizens’ expectations (comprehensive plan as guide)
- Five-year plan needs input from departments and define where county is going; collaboration with all, including community organizations; strategic plan
- Maintain community atmosphere as county continues to grow (“One Dawson”); employee incentives

Others

- Live, work, play; need higher-end jobs for the “work” aspect
- Keep identity as a community; thriving Dawson County economy with same community values; grow responsibly without losing county identity
- Keep county beautiful, even with growth
- Unification of county and city
- Diversity in residential offerings (higher price-point housing)
- Alternative funding sources outside of property taxes

Staff items:

- Dawson County Government working to be a “county of excellence” and a role model for other governments
- Protecting scenic corridors

*Mr. Watkins worked with the commissioners to identify their top priorities from the lists prepared and described above. Each commissioner was provided four dots to place on one of the items above. The list below identifies the items that received one or more dots from commissioners and establishes the priority items for further discussion, preparation of an action plan, and assignment of person(s) responsible for managing completion of the item.*

- ✓ Improve Infrastructure: Transportation Special Purpose Local Option Sales Tax (T-SPLOST), be proactive, travel safety (4)
- ✓ Maintain a community atmosphere as we grow (One Dawson) (4)
- ✓ Give better, clearer direction to department heads. More proactive approach (3)
- ✓ Show/prove that employees are our most important asset (3)

- ✓ More higher paying, technical jobs (medical, industrial park). Keep job opportunities local. Technology Park (Development Authority as partner) (2)
- ✓ Drive/create a culture/passion for excellence. Bottom up – employees are front line. Give training and tools to deliver and empower. Be a county of excellence and role model for other governments (1)
- ✓ Preserve our resources while still evaluating individual property rights (1)
- ✓ Unification of city/county (1)
- ✓ 5-year strategic plan – define where we are going (1)

“Parking Lot” items that were mentioned through the day for future discussion:

- Want to see long-term goals and needs of the departments (5 years)
- Capital needs, wants to move to proactive vs. reactive approach
- Policy decisions are tough: 400 Corridor vs. remainder of county
- Customer service training
- Video from HR
- Fund balance/one-time bonus for employees?
- Pay compaction issue (compression)
- Leave balances – how to handle?

Commissioners each provided their final thoughts on the day and about moving ahead.

**Adjourn**

*\*An official CVIIOG facilitator report, when available, will be included with these minutes.*

APPROVE:

ATTEST:

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Billy Thurmond, Chairman

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Kristen Cloud, County Clerk

**DAWSON COUNTY BOARD OF COMMISSIONERS  
SPECIAL CALLED MEETING MINUTES – TUESDAY, APRIL 4, 2023  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
11:45 AM**

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**ROLL CALL:** Those present were Chairman Billy Thurmond; Commissioner Chris Gaines, District 2; Commissioner Alexa Bruce, District 3; Commissioner Emory Dooley, District 4; and County Clerk Kristen Cloud. District 1 Commissioner Seth Stowers (present for Executive Session), Interim County Manager Vickie Neikirk and County Attorney Angela Davis were not present.

**APPROVAL OF AGENDA:**

Motion passed 3-0 to approve the agenda as presented. Bruce/Dooley

**EXECUTIVE SESSION:**

Motion passed 3-0 to enter into Executive Session to discuss personnel. Gaines/Bruce

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

**ADJOURNMENT:**

APPROVE:

ATTEST:

\_\_\_\_\_  
Billy Thurmond, Chairman

\_\_\_\_\_  
Kristen Cloud, County Clerk

**DAWSON COUNTY BOARD OF COMMISSIONERS  
WORK SESSION MINUTES – THURSDAY, APRIL 6, 2023  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
4:00 PM**

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*Those present were Chairman Billy Thurmond; Commissioner Seth Stowers, District 1; Commissioner Chris Gaines, District 2; Commissioner Emory Dooley, District 4; Interim County Manager Vickie Neikirk; County Attorney Angela Davis; County Clerk Kristen Cloud; and interested citizens of Dawson County. District 3 Commissioner Alexa Bruce was not present.*

**UNFINISHED BUSINESS**

1. Discussion of Vape Ordinance Review- County Attorney Angela Davis (*Last discussed at the March 2, 2023, Work Session*)  
***This item will be placed on a future Work Session Agenda for discussion.***
2. Discussion of the Future Site for the Emergency 9-1-1 / Emergency Operations Center Building- Jim King on behalf of Jericho Design Group (*Last Discussed at the March 2, 2023, Work Session*)  
***Jim King on behalf of Jericho Design Group was not present, and this item will be placed on the April 20, 2023, Work Session Agenda.***

**NEW BUSINESS**

1. Presentation of Updated Mutual Aid Memorandum of Understanding with Fort Benning, Georgia- Emergency Services Director Troy Leist  
***This item, presented by Interim County Manager/Chief Financial Officer Vickie Neikirk, will be added to the April 6, 2023, Voting Session Agenda.***
2. Presentation of Request to Donate Surplus Equipment to the Country of Peru Fire Service- Emergency Services Director Troy Leist  
***This item, presented by Interim County Manager/Chief Financial Officer Vickie Neikirk, will be added to the April 6, 2023, Voting Session Agenda.***
3. Presentation of Request to Accept Donation of Home Depot Foundation Grant for Fire Station 1 Administration Remodel Project- Emergency Services Director Troy Leist  
***This item, presented by Interim County Manager/Chief Financial Officer Vickie Neikirk, will be added to the April 6, 2023, Voting Session Agenda.***
4. Presentation of Request for Approval to Proceed with Soliciting Bids for Special Purpose Local Option Sales Tax-Funded Road and Culvert Replacement Project- Public Works Director Robert Drewry  
***This item will be added to the April 6, 2023, Voting Session Agenda.***

5. Presentation of Request for the Donation of Required Right of Way and Permanent Easement Area to the Georgia Department of Transportation for Its Shoal Creek Road Bridge Replacement Project- Public Works Director Robert Drewry  
*This item will be added to the April 6, 2023, Voting Session Agenda.*
6. Presentation of Comprehensive Plan Update - Transportation Element- Planning & Development Director Sharon Farrell  
*This item will be added to the April 6, 2023, Voting Session Agenda.*
7. Presentation of Request for Additional Full-Time Human Resources Specialist- Human Resources Director Kristi Finley  
*This item will be placed on the April 20, 2023, Voting Session Agenda.*
8. Presentation of Board Appointment:
  - a. EMS Advisory Council
    - i. Bridget Rigby- replacing Don Patterson (Term: Through June 2024)  
*This item will be placed on the April 20, 2023, Voting Session Agenda.*
9. County Manager Report  
*This item was for information only.*
10. County Attorney Report  
*County Attorney Davis had no information to report and requested an Executive Session.*

APPROVE:

ATTEST:

\_\_\_\_\_  
Billy Thurmond, Chairman

\_\_\_\_\_  
Kristen Cloud, County Clerk



**DAWSON COUNTY BOARD OF COMMISSIONERS  
VOTING SESSION MINUTES – THURSDAY, APRIL 6, 2023  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
IMMEDIATELY FOLLOWING THE 4:00 PM WORK SESSION**

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Chairman Thurmond removed item No. 3 – “Minutes of the Planning Workshop & Retreat held on March 29, 2023,” under Section D. “Approval of Minutes” until additional documentation is received.

**ROLL CALL:** Those present were Chairman Billy Thurmond; Commissioner Seth Stowers, District 1; Commissioner Chris Gaines; District 2; Commissioner Emory Dooley, District 4; Interim County Manager Vickie Neikirk; County Attorney Angela Davis; County Clerk Kristen Cloud; and interested citizens of Dawson County. District 3 Commissioner Alexa Bruce was not present.

**INVOCATION AND PLEDGE OF ALLEGIANCE:** Chairman Thurmond

**ANNOUNCEMENTS:**

Chairman Thurmond announced that county offices would be closed April 7, 2023, in observance of Good Friday.

**APPROVAL OF MINUTES:**

Motion passed 3-0 to approve the Minutes of the Work Session held on March 16, 2023. Stowers/Gaines

Motion passed 3-0 to approve the Minutes of the Voting Session held on March 16, 2023. Dooley/Gaines

**APPROVAL OF AGENDA:**

Motion passed 3-0 to approve the agenda with the following change:

- Addition of a New Business Section following Unfinished Business to include item Nos. 1-6:
  - Updated Mutual Aid Memorandum of Understanding with Fort Benning, Georgia
  - Request to Donate Surplus Equipment to the Country of Peru Fire Service
  - Request to Accept Donation of Home Depot Foundation Grant for Fire Station 1 Administration Remodel Project
  - Request for Approval to Proceed with Soliciting Bids for Special Purpose Local Option Sales Tax-Funded Road and Culvert Replacement Project
  - Request for the Donation of Required Right of Way and Permanent Easement Area to the Georgia Department of Transportation for Its Shoal Creek Road Bridge Replacement Project
  - Comprehensive Plan Update - Transportation Element

Stowers/Dooley

**PUBLIC COMMENT:**

Perry Betterton, Dawsonville, Georgia, spoke about his zoning and variance request that recently was denied by the Board of Commissioners (BOC). He said no one voiced opposition to his request at either the Planning Commission or BOC meetings. He said, however, that several members of the public “showed up to oppose another proposed rezoning to CIR on Stowers Road and Georgia 400 by Jim King.” He said the Planning Commission voted unanimously to deny King’s request. Betterton said the Planning Commission voted unanimously to approve his request. Betterton said, despite the public opposition to King’s request at the BOC meeting and the recommendation of the Planning Commission to deny the request, the BOC ultimately approved it “because it conformed to the Future Land Use Plan.” Betterton added, “At that same [BOC] meeting, zero people spoke in opposition to my rezoning [and] variance; however, the Board of Commissioners tabled my rezoning and, at that time, I was told it was in order to get more input from the DOT and to have the photometric light study performed.” He said he submitted the additional documentation requested ahead of the March 16 BOC meeting. “Without any further discussion, comments or questions, my application was then unanimously denied,” said Betterton. “Since no reasons were given for my denial, I asked my elected representative, Commissioner Gaines, following that meeting to give me a reason for my denial. He stated that it did not conform to the Future Land Use Plan. I asked him whether it was the requested zoning or proposed use that did not conform and he stated both the zoning and the proposed use. I asked how my requested zoning of CHB could be non-conforming since CHB’s directly across the road from mine. He told me that property was in a different Future Land Use District, and I told him it was in the same, exact Future Land Use classification as mine – Crossroads Commercial. He then said it was the proposed use that was non-conforming. A few days later, I received a denial letter from the county... if it didn’t affect my livelihood this letter would be funny.” He read a portion of the letter: “special use of a dog kennel and boarding facility in RA.” Betterton continued, “I’ve never proposed a dog kennel or boarding facility. I assume that’s a clerical error, but it kind of seems indicative of the level of consideration given by rezoning request. I played out all these facts in order to get to the point of my comment, and that is: it’s my understanding that the Future Land Use Plan is developed by a small group of people and does not have the force of law. Regarding the Stowers Road rezoning, one of the commissioners stated that, if you weren’t going to follow the Future Land Use Plan, there was no point in having one. Couldn’t the same thing be said about the Planning Commission? If you are going to override their recommendations as you did in both the cases of Stowers Road and my rezoning, why do we have a Planning Commission? And what about the voices of actual stakeholders in the county - Dawson County - and adjacent property owners? If you’re going to ignore the strong opposition, or lack of opposition in my case, what’s the point in receiving input from the public?”

**ALCOHOL LICENSE:**

*New Alcohol License (Brew Pub to Sell Beer, Wine and Cider) - Blue Duck Cider Company d/b/a Blue Duck Brewing & Cider*

Motion passed 3-0 to approve a New Alcohol License (Brew Pub to Sell Beer, Wine and Cider) - Blue Duck Cider Company d/b/a Blue Duck Brewing & Cider. Gaines/Stowers

**UNFINISHED BUSINESS:**

*Amendments to the Land Use Resolution (Tabled from the March 16, 2023, Voting Session)*

Motion passed 3-0 to approve Amendments to the Land Use Resolution. Stowers/Gaines

**NEW BUSINESS:**

Consideration of Updated Mutual Aid Memorandum of Understanding with Fort Benning, Georgia

Motion passed 3-0 to approve an Updated Mutual Aid Memorandum of Understanding with Fort Benning, Georgia. Dooley/Stowers

Consideration of Request to Donate Surplus Equipment to the Country of Peru Fire Service

Motion passed 3-0 to approve a Request to Donate Surplus Equipment to the Country of Peru Fire Service. Stowers/Gaines

Consideration of Request to Accept Donation of Home Depot Foundation Grant for Fire Station 1 Administration Remodel Project

Motion passed 3-0 to approve a Request to Accept a Donation of a Home Depot Foundation Grant for a Fire Station 1 Administration Remodel Project. Gaines/Stowers

Consideration of Request for Approval to Proceed with Soliciting Bids for Special Purpose Local Option Sales Tax-Funded Road and Culvert Replacement Project.

Motion passed 3-0 to approve a Request for Approval to Proceed with Soliciting Bids for a Special Purpose Local Option Sales Tax-Funded Road and Culvert Replacement Project. Dooley/Gaines

Consideration of Request for the Donation of Required Right of Way and Permanent Easement Area to the Georgia Department of Transportation for Its Shoal Creek Road Bridge Replacement Project

Motion passed 3-0 to approve a Request for the Donation of Required Right of Way and Permanent Easement Area to the Georgia Department of Transportation for Its Shoal Creek Road Bridge Replacement Project. Gaines/Stowers

Consideration of Comprehensive Plan Update - Transportation Element

Motion passed 3-0 to approve a Comprehensive Plan Update - Transportation Element, not to exceed \$68,000, for KCI Technologies Inc. to perform the update work; funds will come from General Fund's fund balance. Dooley/Stowers

**PUBLIC COMMENT:**

Lara Sturm, Marble Hill, Georgia, said she as well as her neighbors and family attending the meeting represent three properties on Afton Road and on Steve Tate Highway. "I'm here to speak with you, to you, about a situation that most of you probably are already aware of. Directly across the street from us is the new paintball field that our neighbor constructed. When you live in an area without an HOA, out in the country, you know that your neighbors might do annoying things. They could construct houses that are eyesores, keep vehicles in their yards that are not moved for years, have dogs that bark incessantly, or keep many goats with an odor that blows our way from time to time. All of these things and more have happened and, while mildly annoying, it's to be expected and is reasonable. What we didn't expect was that our neighbor would build a professional-grade paintball field less than 200 meters from my front door." Sturm said the field is directly adjacent to Afton Road and is approximately less than 50 meters from the road. "Our new neighbor, whose house isn't even complete, completed the paintball field," Sturm said. "He did us the courtesy of coming over to introduce himself and let us know that he and his friends would be playing paintball

for a couple of hours, here and there, on an occasional Saturday or Sunday and there might be a little noise; if this were true, I would not be here today. It has been nearly every weekend, all weekend long, since the field was completed recently. Last weekend was the first weekend in a month where I would walk in the garden without my earbuds in. My neighbor, Heather, read a book on her porch. My neighbor, Shelly, went outside with her dogs. This should be the norm, not the exception.” Sturm added that the paintball field is being advertised on Facebook. “Happily, for the moment, his inflatables are down and we can enjoy some normalcy and quiet,” she said. “However, until this paintball field is removed, we believe we’ll not be able to enjoy the peace and tranquility to which we would reasonably expect on a regular basis. Even as our neighbor asserts that this field is not commercial, events on the field are shared on social media and on [a] league website. Even if no money is involved, the noise level of these active weekends is unreasonable.” She mentioned pets also become scared due to the noise and “refuse to go outside.” Sturm said, “In addition to excessive noise pollution, I’m also concerned about the actual pollution caused by the thousand of paintballs discharged and how they will wash into our local streams, rivers and own water sources. Another concern is one of safety: paintball netting is designed to catch most, but not all, paintballs. If one paintball were to reach the street, it would be a bad day for a passing motorist. The location of the field and the extreme close proximity to the street and houses is unacceptable...”

**ADJOURNMENT:**

**EXECUTIVE SESSION:**

Motion passed 3-0 to enter into Executive Session to discuss personnel and litigation. Stowers/Dooley

Motion passed 3-0 to come out of Executive Session. Gaines/Dooley

**APPROVE:**

**ATTEST:**

\_\_\_\_\_  
Billy Thurmond, Chairman

\_\_\_\_\_  
Kristen Cloud, County Clerk

**DAWSON COUNTY BOARD OF COMMISSIONERS  
SPECIAL CALLED MEETING MINUTES –  
WEDNESDAY, APRIL 19, 2023  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534  
12:30 PM**

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**ROLL CALL:** Those present were Chairman Billy Thurmond; Commissioner Seth Stowers, District 1; Commissioner Chris Gaines, District 2; Commissioner Alexa Bruce, District 3; Commissioner Emory Dooley, District 4; and County Clerk Kristen Cloud. Interim County Manager Vickie Neikirk and County Attorney Angela Davis were not present.

**APPROVAL OF AGENDA:**

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

**EXECUTIVE SESSION:**

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

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

**ADJOURNMENT:**

**APPROVE:**

**ATTEST:**

\_\_\_\_\_  
Billy Thurmond, Chairman

\_\_\_\_\_  
Kristen Cloud, County Clerk



Date of this notice: 02-07-2023

Employer Identification Number:

Form: SS-4

Number of this notice: CP 575 G

400 PACKAGE LLC  
ASHISH PATEL SOLE MBR

For assistance you may call us at:  
1-800-829-4933

IF YOU WRITE, ATTACH THE  
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN . This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

Taxpayers request an EIN for their business. Some taxpayers receive CP575 notices when another person has stolen their identity and are opening a business using their information. If you did **not** apply for this EIN, please contact us at the phone number or address listed on the top of this notice.

When filing tax documents, making payments, or replying to any related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear-off stub and return it to us.

A limited liability company (LLC) may file Form 8832, *Entity Classification Election*, and elect to be classified as an association taxable as a corporation. If the LLC is eligible to be treated as a corporation that meets certain tests and it will be electing S corporation status, it must timely file Form 2553, *Election by a Small Business Corporation*. The LLC will be treated as a corporation as of the effective date of the S corporation election and does not need to file Form 8832.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at [www.irs.gov](http://www.irs.gov). If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

**IMPORTANT REMINDERS:**

- \* Keep a copy of this notice in your permanent records. This notice is issued only one time and the IRS will not be able to generate a duplicate copy for you. You may give a copy of this document to anyone asking for proof of your EIN.
- \* Use this EIN and your name exactly as they appear at the top of this notice on all your federal tax forms.
- \* Refer to this EIN on your tax-related correspondence and documents.
- \* Provide future officers of your organization with a copy of this notice.

Your name control associated with this EIN is 400P. You will need to provide this information along with your EIN, if you file your returns electronically.

Safeguard your EIN by referring to Publication 4557, Safeguarding Taxpayer Data: A Guide for Your Business.

You can get any of the forms or publications mentioned in this letter by visiting our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions about your EIN, you can contact us at the phone number or address listed at the top of this notice. If you write, please tear off the stub at the bottom of this notice and include it with your letter.

Thank you for your cooperation.

Keep this part for your records.

CP 575 G (Rev. 7-2007)

Return this part with any correspondence so we may identify your account. Please correct any errors in your name or address.

CP 575 G

9999999999

Your Telephone Number Best Time to Call  
( ) -

DATE OF THIS NOTICE: 02-07-2023  
EMPLOYER IDENTIFICATION NUMBER: 92-2206631  
FORM: SS-4 NOBOD

INTERNAL REVENUE SERVICE  
CINCINNATI OH 45999-0023

400 PACKAGE LLC  
ASHISH PATEL SOLE MBR



**ARTICLES OF ORGANIZATION**

\*Electronically Filed\*  
Secretary of State  
Filing Date: 2/1/2023 9:32:56 AM

**BUSINESS INFORMATION**

**CONTROL NUMBER** 23028677  
**BUSINESS NAME** 400 package, LLC  
**BUSINESS TYPE** Domestic Limited Liability Company  
**EFFECTIVE DATE** 02/01/2023

**PRINCIPAL OFFICE ADDRESS**

**ADDRESS**

**REGISTERED AGENT**

<b>NAME</b>	<b>ADDRESS</b>	<b>COUNTY</b>
Ashish Patel		

**ORGANIZER(S)**

<b>NAME</b>	<b>TITLE</b>	<b>ADDRESS</b>
Ashish Patel	ORGANIZER	

**OPTIONAL PROVISIONS**

N/A

**AUTHORIZER INFORMATION**

**AUTHORIZER SIGNATURE** Ashish patel  
**AUTHORIZER TITLE** Organizer

# DAWSON COUNTY PLANNING AND DEVELOPMENT

## ALCOHOL LICENSING

Location & Mailing Address:

25 JUSTICE WAY, SUITE 2322  
DAWSONVILLE, GA 30534

Phone: 706/344-3500 x 42335

### APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

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

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

FOR OFFICIAL USE ONLY:

Name of Business: 400 Package, LLC

Date Received: \_\_\_\_\_ License Fee Enclosed: \$ \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

State License Number: \_\_\_\_\_

Local License Number: \_\_\_\_\_

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

1. TYPE OF LICENSE: (check one):  NEW  AMENDMENT (TRANSFER)
2. ADMINISTRATIVE AND INVESTIGATIVE FEE:  \$250.00 (Consumption on Premises)  
ADMINISTRATIVE AND INVESTIGATIVE FEE:  \$250.00 (Retail Package)  
ADMINISTRATIVE AND INVESTIGATIVE FEE:  \$250.00 (Transfer of License)  
*Note: Administrative/Investigative fees may be higher depending on the number of persons for which we conduct a federal and state background check.*  
ADVERTISING FEE:  \$ 40.00 (Distilled Spirits)  
(Consumption on Premises & Retail Package)

3. TYPE OF BUSINESS:
- |  |   |
|--|---|
| <input type="checkbox"/> Bona Fide Eating Establishment                        | <input type="checkbox"/> Indoor Commercial Recreation Facility            |
| <input type="checkbox"/> Super Market  | <input type="checkbox"/> Hotel/Motel                                      |
| <input type="checkbox"/> Convenience Store                                     | <input type="checkbox"/> Caterer (must have alcohol by the drink license) |
| <input checked="" type="checkbox"/> Package Liquor Store (see Item 14, Page 5) | <input type="checkbox"/> Other  |
- Explain: \_\_\_\_\_

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



# APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

**6. OWNER:**  
 (a) Full Name: Ashish Patel \_\_\_\_\_  
Social Security #

(b) Corporation or LLC Name (if applicable): 400 Package, LLC \_\_\_\_\_

(c) Location: 45 Heath Rd, \_\_\_\_\_  
Street Number Street Name

Dawsonville GA 30534 706-216-3177  
 City State Zip Code Phone Number

(d) Mailing Address: \_\_\_\_\_  
Street Number Street Name

Crompton GA 30017 \_\_\_\_\_  
 City State Zip Code Phone Number

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

(a) Full Name: \_\_\_\_\_  
Social Security #

(b) Address: \_\_\_\_\_  
Street Number Street Name

\_\_\_\_\_  
 City State Zip Code Phone Number

**8. TYPE OF OWNERSHIP:**

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

**9. FOR PARTNERSHIP ONLY:**

(a) Date the Partnership was formed: \_\_\_\_\_

(b) Attach Partnership Agreement

(c) List Partners:

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



## APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

**13. GENERAL INFORMATION:**

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

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

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

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

400 Parkway, LLC - Ashish Patel 100%

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

Name	Name or Business	Interest %
<u>N/A</u>		

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

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

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

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

*For the purposes of explanation and applicability of the Code:*

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

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

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



# APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

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

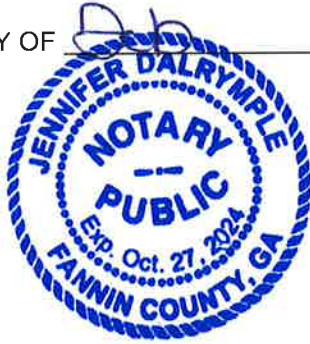
STATE OF GEORGIA, DAWSON COUNTY

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

*Ashish Patel*  
APPLICANT'S SIGNATURE

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

THIS 28 DAY OF Apr, 2023



*Jennifer Dalrymple*  
NOTARY PUBLIC

FOR OFFICIAL USE ONLY:

### PLANNING AND DEVELOPMENT REVIEW:

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

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

\_\_\_\_\_  
Planning and Development Director

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

\_\_\_\_\_  
Planning and Development Director

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

\_\_\_\_\_  
Planning and Development Director

FOR OFFICIAL USE ONLY:

### SHERIFF DEPARTMENT REVIEW:

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

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

\_\_\_\_\_  
Sheriff

**DAWSON COUNTY PLANNING AND DEVELOPMENT**

Alcohol Licensing  
25 Justice Way, Suite 2322  
Dawsonville, GA 30534  
(706) 344-3500 x 42335

**\* REGISTERED AGENT CONSENT FORM**

Avo Package, LLC  
Business Name

45 Heath Rd, Dawsonville, GA 30534  
Business Address

I, \_\_\_\_\_, do hereby consent to serve as the Registered Agent for the licensee, owners, officers, and/or directors and to perform all obligations of such agency under the Alcoholic Beverage Ordinance of Dawson County. I understand the basic purpose is to have and continuously maintain a Registered Agent upon which any process, notice, or demand required or permitted by law or under said Ordinance to be served upon the licensee or owner may be served.

This 28 day of Feb, 20 23.

  
Signature of Agent

ASHISH PATEL  
Print Name of Agent

\_\_\_\_\_  
Print Agent's Street Address

\_\_\_\_\_  
Print Agent's City - County - State - Zip Code

\_\_\_\_\_  
Agent's Phone Number

APPROVED:  
  
Sole Owner / Partner

\_\_\_\_\_  
Officer or Director Title

\*Note: Naming a Registered Agent is optional under the Consolidated Alcohol Ordinance of Dawson County.

# DAWSON COUNTY PLANNING AND DEVELOPMENT

## ALCOHOL LICENSING

Locating & Mailing Address:

25 JUSTICE WAY, SUITE 2322  
Dawsonville, GA 30534

Phone: 706.344.3500 x 42335

### PREMISE AND STRUCTURE FORM

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

1. **TYPE OF BUSINESS:**

- EATING ESTABLISHMENT
- INDOOR COMMERCIAL RECREATION ESTABLISHMENT
- CONVENIENCE STORE
- SUPER MARKET
- PACKAGE LIQUOR STORE
- HOTEL OR MOTEL
- OTHER (DESCRIBE) \_\_\_\_\_

2. **TRADE NAME OF BUSINESS:** 400 Package

LOCATION: 45 Heath Rd  
Street Number Street Name

Dawsonville GA 30534 706-216-3177  
City State Zip Code Phone Number

\_\_\_\_\_ Land Lot Map & Parcel Number

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

For package liquor stores, is this zoned Commercial Highway Business (C-HB) or Commercial Planned Comprehensive Development (CPCD) as required by the ordinance?  
yes no.  
**PROOF OF C-HB or CPCD ZONING IS REQUIRED FROM PLANNING AND DEVELOPMENT.**

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

TO RECTIFY SAME: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PREMISE AND STRUCTURE FORM**

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

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

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

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

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

(a) NUMBER OF SQUARE FEET OF TOTAL FLOOR AREA: \_\_\_\_\_

(b) NUMBER OF SQUARE FEET DEVOTED TO DINING AREA: \_\_\_\_\_

(c) SEATING CAPACITY EXCLUDING BAR AREA: \_\_\_\_\_

(d) DO YOU HAVE A FULL SERVICE KITCHEN? \_\_\_\_\_

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

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

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

(e) HOURS PREPARED MEALS OR FOODS ARE SERVED: \_\_\_\_\_

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

(g) HOURS OF OPERATION: \_\_\_\_\_

(h) MAXIMUM NUMBER OF EMPLOYEES ON HIGHEST SHIFT: \_\_\_\_\_

(i) NUMBER OF PARKING SPACES: \_\_\_\_\_

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

(k) **PACKAGE LIQUOR STORES:**

DO YOU COMPLY WITH ORDINANCE ARTICLE 5 SECTION 503 - POSTING OF LICENSE NUMBER?  
*Every licensee shall have posted on the front of the licensed premises the name of the licensee together with the following inscription, "County Retail Package Sales of Distilled Spirits License No. \_\_\_\_\_"*

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

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

## PREMISE AND STRUCTURE

### 7. FOR HOTEL/MOTEL ONLY:

- (a) NUMBER OF ROOMS AVAILABLE FOR HIRE TO GENERAL PUBLIC: \_\_\_\_\_
- (b) NUMBER OF SQUARE FEET OF FLOOR SPACE DEVOTED TO RESTAURANT: \_\_\_\_\_
- (c) NUMBER OF SQUARE FEET OF FLOOR SPACE DEVOTED TO DINING AREA: \_\_\_\_\_
- (d) SEATING CAPACITY EXCLUDING BAR AREA: \_\_\_\_\_  
EXPLAIN IF MORE THAN ONE DINING AREA: \_\_\_\_\_  
\_\_\_\_\_
- (e) DO YOU HAVE A FULL SERVICE KITCHEN? \_\_\_\_\_  
DOES THE FULL SERVICE KITCHEN CONTAIN A THREE (3) COMPARTMENT SINK? \_\_\_\_\_  
IS THE STOVE AND/OR GRILL PERMANENTLY INSTALLED AND APPROVED BY THE HEALTH AND FIRE DEPARTMENTS? \_\_\_\_\_  
IF THE ANSWER TO ANY OF THE IMMEDIATE FOREGOING IS NO, PLEASE EXPLAIN: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (f) HOURS PREPARED MEALS OR FOODS ARE SERVED: \_\_\_\_\_
- (g) HOURS THAT ALCOHOLIC BEVERAGES ARE SERVED: \_\_\_\_\_
- (h) MAXIMUM NUMBER OF EMPLOYEES ON THE HIGHEST SHIFT DEVOTED TO THE OPERATION OTHER THAN THE RESTAURANT: \_\_\_\_\_
- (i) MAXIMUM NUMBER OF EMPLOYEES ON HIGHEST SHIFT DEVOTED TO THE RESTAURANT OPERATION: \_\_\_\_\_
- (j) NUMBER OF PARKING SPACES: \_\_\_\_\_
- (k) NUMBER OF PARKING SPACES DEVOTED TO HANDICAPPED PERSONS: \_\_\_\_\_

### FOR ALL APPLICATIONS:

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

PREMISE AND STRUCTURE FORM

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

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

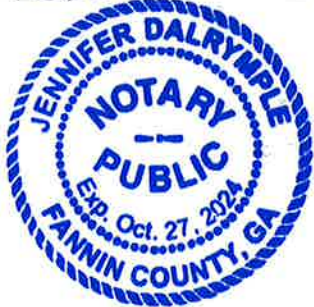
STATE OF GEORGIA, DAWSON COUNTY

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

*Ashish Patel*  
APPLICANT'S SIGNATURE

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

THIS, THE 28 DAY OF Feb, 2023.



*Jennifer Dalrymple*  
NOTARY PUBLIC

# DAWSON COUNTY PLANNING AND DEVELOPMENT

## ALCOHOL LICENSING

Location & Mailing Address:

25 JUSTICE WAY, SUITE 2322  
DAWSONVILLE, GA 30534

Phone: 706/344-3500 x 42335

### STATEMENT OF PERSONAL HISTORY

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

1. NAME: Patel Ashish N  
Last First Middle

RESIDENCE: \_\_\_\_\_  
Street Number Street Name  
AA 30017  
City State Zip Code Telephone Number

2. CHECK: (all that apply)

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

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

NAME OF BUSINESS: 400 Package, LLC

LOCATION: 45 Heath Rd  
Street Number Street Name P. O. Box

Dawsonville GA 30534 706-216-3177  
City State Zip Code Telephone Number

4. STATE THE PERCENTAGE OF OWNERSHIP OR INTEREST, IF ANY, IN THIS BUSINESS: \_\_\_\_\_

100%

5. STATE METHOD AND AMOUNT OF COMPENSATION, IF ANY, DIRECTLY OR INDIRECTLY: \_\_\_\_\_

6. DATE OF BIRTH: \_\_\_\_\_ PLACE OF BIRTH: INDIA

SSN: \_\_\_\_\_ SEX:  MALE     FEMALE    RACE: Asian

COLOR OF HAIR: Black COLOR OF EYES: Black

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

#### Requirements:

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

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





**STATEMENT OF PERSONAL HISTORY**

12. DO YOU HAVE ANY FINANCIAL INTEREST, OR ARE YOU EMPLOYED IN ANY OTHER WHOLESALE OR RETAIL BUSINESS ENGAGED IN DISTILLING, BOTTLING, RECTIFYING, OR SELLING ALCOHOLIC BEVERAGES? NO

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

13. HAVE YOU EVER HAD ANY FINANCIAL INTEREST IN AN ALCOHOLIC BEVERAGE BUSINESS THAT WAS DENIED A LICENSE? NO

IF SO, GIVE DETAILS: \_\_\_\_\_

14. HAS ANY ALCOHOLIC BEVERAGE LICENSE IN WHICH YOU HOLD, OR HAVE HELD, ANY FINANCIAL INTEREST OF, OR EMPLOYED, OR HAVE BEEN EMPLOYED, EVER BEEN CITED FOR ANY VIOLATIONS OF THE RULES AND REGULATIONS OF THE STATE REVENUE COMMISSIONER RELATING TO THE SALE AND DISTRIBUTION OF ALCOHOLIC BEVERAGES? NO

IF SO, GIVE DETAILS: \_\_\_\_\_

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

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

IF SO, GIVE DETAILS: NO

17. ARE YOU A REGISTERED VOTER? yes IN WHAT STATE? CA

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

1. NO Arrest

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**STATEMENT OF PERSONAL HISTORY**

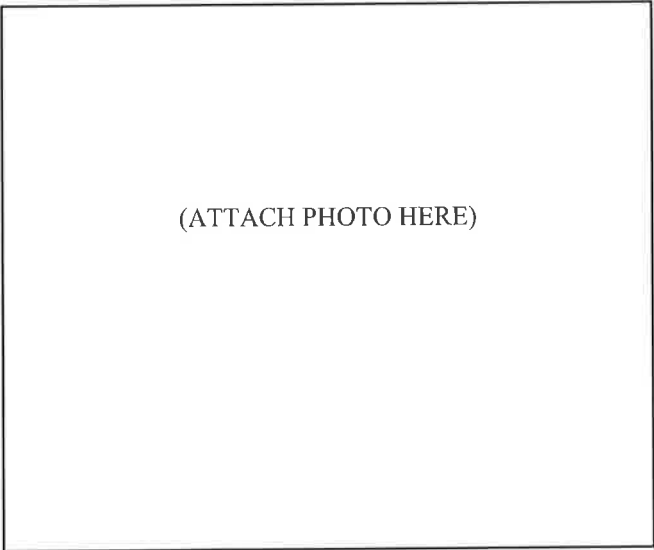
19. LIST BELOW FOUR REFERENCES (PERSONAL AND BUSINESS). GIVE COMPLETE ADDRESS AND PHONE NUMBER INCLUDING AREA CODE. IF GIVING A BUSINESS REFERENCE, NAME A PERSON AT THE LOCATION TO BE CONTACTED. DO NOT INCLUDE RELATIVES OR EMPLOYERS OR FELLOW EMPLOYEES OF PARTICULAR BUSINESS.

1. \_\_\_\_\_  
\_\_\_\_\_  
2. \_\_\_\_\_  
\_\_\_\_\_  
3. \_\_\_\_\_  
\_\_\_\_\_  
4. \_\_\_\_\_  
\_\_\_\_\_

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

No  
IF SO, GIVE DETAILS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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



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

**STATEMENT OF PERSONAL HISTORY**

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

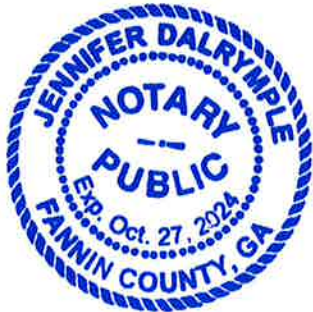
STATE OF GEORGIA, DAWSON COUNTY.

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

Ashish Patel  
APPLICANT'S SIGNATURE

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

THIS, THE 08 DAY OF Feb, 2023



Jennifer Dalrymple  
NOTARY PUBLIC

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

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

I am a United States citizen.

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

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

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

\_\_\_\_\_

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

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

Drivers License

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

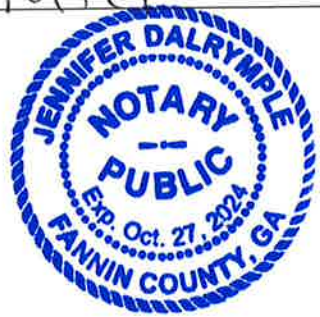
Executed in Blue Ridge (city), Georgia (state)  
*Ashish Patel* 2-28-2023

Signature of Applicant

Ashish Patel  
Printed Name

Date

Avu Package, LLC  
Name of Business



SUBSCRIBED AND SWORN BEFORE ME ON THIS 28 DAY OF Feb, 2023

Jennifer Dalrymple Notary Public  
My Commission Expires: 10-27-2024

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

**Dawson County, Georgia Board of Commissioners**

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

By executing this affidavit, the undersigned private employer verifies that it is exempt from compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm or corporation employs fewer than eleven employees and therefore, is not required to register with and/or utilize the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable revisions and deadlines established in O.C.G.A. § 13-10-90.

*Ashish Patel*  
Signature of Exempt Private Employer

Avo Package, LLC  
Printed Name of Exempt Private Employer

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

Executed on Feb, 28, 2023 in Blue Ridge (city), GA (state).

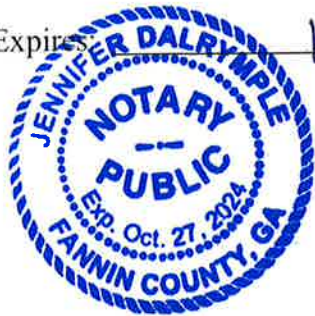
*Ashish Patel*  
Signature of Authorized Officer or Agent

Ashish Patel  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE 28 DAY OF Feb, 2023.

*Jennifer Dalrymple*  
NOTARY PUBLIC

My Commission Expires 10-27-2024



# DAWSON COUNTY PLANNING AND DEVELOPMENT

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

(706) 344-3500 x 42335

## DISTILLED SPIRITS

### PROJECTED PURCHASES

### PROJECTED GROSS SALES

APPLICANT: Ashish Patel  
BUSINESS NAME: 400 Packages, LLC  
ADDRESS: 45 Henth Rd,  
Dawsonville, GA 30534

Please provide the following projections for your establishment:

	<u>Projected Purchases of Distilled Spirits (in liters)</u>	<u>Projected Gross Sales of Mixed Drinks</u>
Balance of Calendar Year 20 <u>23</u>	<u>1 Mill</u>	<u>-</u>
Calendar Year 20 <u>24</u>	<u>1.2 Mill</u>	<u>-</u>

USA Georgia  
GOVERNMENT OF GEORGIA  
COMMISSIONERS

020379

**DRIVER'S LICENSE**

DL NO. 020379  
CLASS C  
ASHISH NATVARBHAI  
PATEL

DOB EXP  
Restrictions A  
Iss 01/16/2018 End NONE

Sex M Eyes BLK  
Hgt 5'-06" Wgt 145 lb

DD: 332625898080044750

DONOR







DAWSON COUNTY SHERIFF'S OFFICE

SHERIFF JEFF JOHNSON

19 Tucker Avenue

Dawsonville, Georgia 30534

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



CRIMINAL HISTORY REQUEST

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

TO ENSURE ACCURACY, PLEASE PRINT AND PROVIDE COMPLETE INFORMATION.

Date of request: 02/01/23 Authorization good for: [ ] 7 [ ] 30 [ ] 60 [x] 90 [ ] 180 days

Agency requesting criminal history (name and phone #): Alcohol License

Full name: Ashish Patel Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

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

DOB: \_\_\_\_\_ Sex: M Race: Asian State of birth: INDIA

Height: 5'6" Weight: 150 Hair: Black Eyes: Black

Individual(s) authorized to receive criminal history: H. Byers

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

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

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

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

Case number or criminal history number used: 23-03-0039E

Date of inquiry: \_\_\_\_\_ Time of inquiry: \_\_\_\_\_ Operator's initials: \_\_\_\_\_

[Signature] SIGNATURE OF APPLICANT

[Signature] SIGNATURE OF RECEIVING PERSON

[Signature] SIGNATURE





GEORGIA CRIMINAL HISTORY NAME AND IDENTIFIER SEARCH

REQUESTED BY:

DATE: 20230313 PUR: E ATTN: ABYERS/ALCOHOLIC/AMARTIN

ARN: 23-03-0039E

RESPONSE DATE: 20230313

-----  
QUERY REQUESTED ON:

NAM/PATEL, ASHISH

DOB/

SEX/M

RAC/A

NO RECORD FOUND IN GEORGIA  
*Amanda Martin*  
DAWSON COUNTY SHERIFF'S OFFICE  
JEFF JOHNSON, SHERIFF

-----  
NO RECORD FOUND  
-----

END OF RECORD  
-----



# DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Human Resources

Work Session: 04.06.2023

Prepared By: Kristi Finley

Voting Session: 04.20.2023

Presenter: Kristi Finley

Public Hearing: Yes  No

Agenda Item Title: Request for additional full-time HR Specialist

**Background Information:**

The HR Department is the smallest staffed County department. Comparable departments that provide services to all County employees include Finance (staff of 7 employees) and I.T. (staff of 7 employees). Employee numbers and programs have grown significantly since 2019 and current staff is stretched thin. According to national statistics regarding staff to employee ratios, our department is currently operating at levels below the minimum standard (5 employees vs. our current staff of 3).

**Current Information:**

HR department requests one additional full-time HR Specialist. The position would be a non-exempt/hourly position, \$21.86/hr. Specific functions would include assistance with Risk Management services (Workers' Comp./ Property & Liability), Leave (FMLA, Medical, Military, etc.) services, Health and Safety programs and training, the Safety Discount program, and tracking of health benefit services; in addition to other general HR functions, programs and events. Staff members are required to be cross-trained for best practices.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

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

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

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

Finance Dept. Authorization: VLN

Date: 3/28/23

County Manager Authorization: Vickie Neikirk

Date: 3/28/23

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

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

**Comments/Attachments:**



**Dawson County**  
**Human Resources**

**Request for Additional  
Staff Member**

**2023**

# Who are we?

We are a dual department covering both Human Resources and Risk Management.

The HR Department has many functions but primarily it is widely viewed as “a resource for humans”. From managing the employee life cycle (i.e., recruiting, hiring, onboarding, training, and separations) and administering employee benefits, to monitoring and improving safety standards, we touch every employee that comes to, resides with, or leaves Dawson County employment. We also assist department leaders, outside agencies, and even citizens with our counsel, guidance, and departmental tools. We are a department that must maintain a laundry-list of daily business functions while providing an even greater amount of customer service and resources to others.

Our HR team is strategic, flexible, innovative, caring, ethical, discrete, and also motivational, but sadly, we are also stretched very thin. All three staff members are continuously working beyond capacity to meet preset deadlines as well as spontaneous requests.





# Why are we here today?

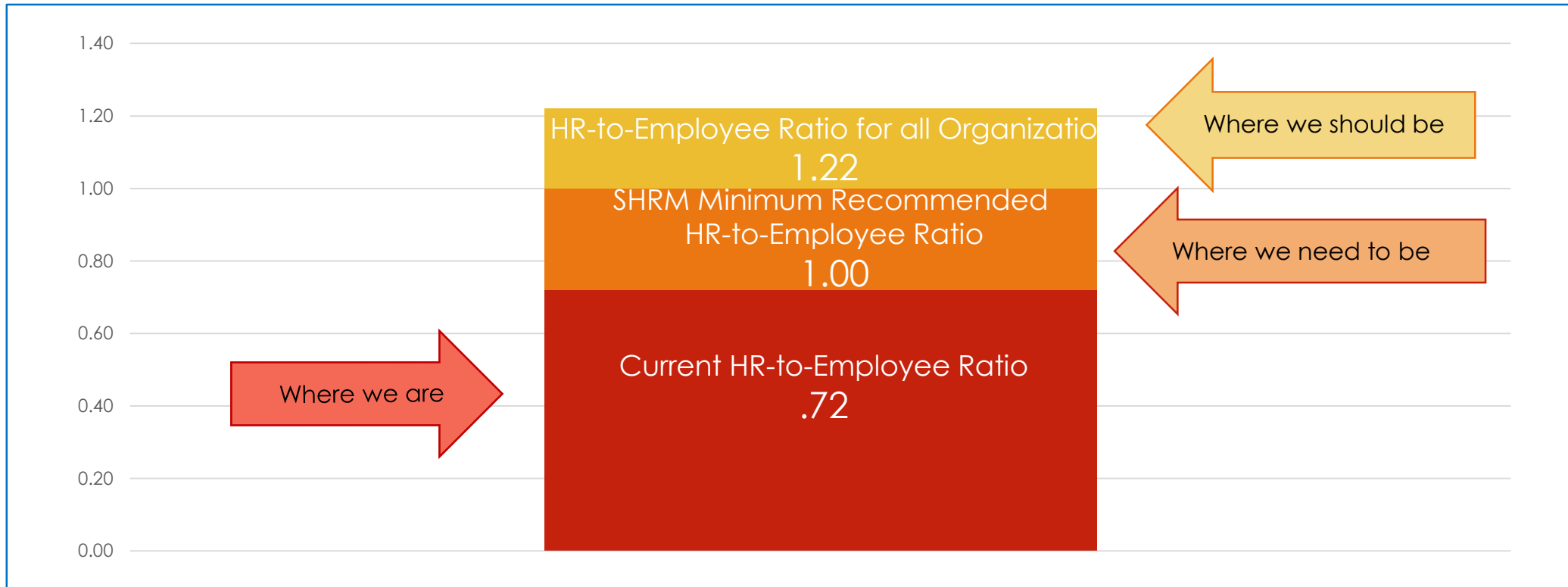
Our availability to progress our programs and resources has been restricted by our department's heavy workloads and crowded schedules. However, we want to do more than just barely maintain, we want to grow with the County to meet the demands and needs of the county departments and staff. We wish to continue to provide effective leadership, create additional training and development programs, expand our safety curriculum, grow our wellness programs, and meet our daily assignments effectively all while providing the best level of customer service to others.

We are here today, to ask for an additional staff member so we may better control and balance our current work load as well as plan productively for the future.

A company's most valuable asset is its employees and our HR Team believes that as well.

- A review of the last 7 years shows that Dawson County has grown exponentially in population and to meet increased service needs, we have expanded and added additional departments within county government. Equally so, we have seen an increase in employee staffing throughout a majority of the departments. HR has experienced this trickle-down effect as well by seeing an ever-increasing demand for internal services and resources while still maintaining the same HR staff count as we had in 2019.
- Dawson County employees currently total:
  - Full Time Employees: 323
  - Part Time Employees: 122
  - Supplementals: 56
  - Vacancies: 97
- The Human Resources department is currently only a department of three (3) staff members and remains the smallest staffed county department.
- Comparable departments that provide services to all county employees include: Finance (staff of 7 employees) and I.T. (staff of 8 employees).

# HR-to-Employee Ratio



- Dawson County currently has 419 FTE (Full Time Equivalent) and a current HR Staff of 3 members which results in an HR-to-Employee Ratio of .72
- The recommended Organizational Average HR-to-Employee Ratio is 1.22
- SHRM (Society for Human Resource Management) recommends that the minimum HR-to-Employee Ratio be 1 HR Staff member per every 100 FTE
  - That means on average, the HR staff should have at least 5 employees
  - **At a minimum, our HR Staff should be currently operating with 4+ staff members**



Annual Employee Status	2017	2018	2019	2020	2021	2022	2023
COUNTY ADMINISTRATION	3	3	3	4	4	4	4
EMERGENCY SERVICES (EMA / EMS / FIRE/ Volunteer FF's)	83	84	85	85	92	92	76
FACILITIES	11	11	11	11	11	11	11
FINANCE	7	7	7	7	7	7	7
FLEET	2	2	3	3	3	4	4
HUMAN RESOURCES (HR / Risk Management)	2	2	3	3	3	3	3
INFORMATION TECHNOLOGY (I.T. / GIS / Public Relations)	3	3	4	4	4	6	8
MARSHAL'S OFFICE (Animal Control / Code Enforcement)	2	2	3	3	3	4	4
PARKS & RECREATION	19	20	22	22	22	22	24
PLANNING & DEVELOPMENT (Permits / Zoning/ Stormwater)	9	8	9	9	11	12	12
PUBLIC WORKS ( Roads Dept. / Transfer Station)	24	25	27	27	27	26	26
SENIOR SERVICES (Senior Activities / Transit / MOW)	14	15	16	16	16	16	18



- ➔ The HR Department has consistently been the smallest staffed County department.
- ➔ The HR Department has only received one additional staff member in the last seven (7) years.
- ➔ Finance is the only other department that has not received an increase but they maintained with a staff of seven (7).
- ➔ County Administration converted x1FT to X2PT positions (in reception).
- ➔ Facilities did not increase in number but in FTE. In 2021, they converted x2PT positions into x2FT positions.

# Position Specifics:

HR department requests one additional full-time HR Specialist. The position would be a non-exempt/hourly position, \$21.86/hr. Specific functions would include assistance with Risk Management services (Workers' Comp./ Property & Liability), Leave (FMLA, Medical, Military, etc.) tracking and services, Health and Safety programs and training, the Safety Discount program, and tracking of health benefit services; this position will also assist with bi-weekly payroll functions in addition to other general HR functions, programs, and events. Staff members are required to be cross-trained for best practices.

Employees of the county deserve the very best and we want to provide them with nothing less.

Thank you for your consideration,

The HR Team

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 Region 2 EMS Advisory Council member

Name Bridget Lighty

Home Address \_\_\_\_\_

City, State, Zip Dawsonville, GA 30534

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

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

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

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

E-Mail Address brighy@dawsoncountyga.gov

Additional information you would like to provide:

FFI/PMDC DEES

Lead Paramedic Instructor - Faithful Guardian - Dawsonville Campus

Signature [Signature] Date 3/14/23

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

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