

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA – AUGUST 19, 2021
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534
4:00 PM**

NEW BUSINESS

1. Discussion of Request to Expand Department of Family & Children Services (DFCS) Board by Two New Board Member Positions- DFCS Board Chair Tina Brady
 - a. Candidates for Appointment to Two New Board Member Positions (Terms: September 2021 through June 2026:
 - i. Sheila Glanzer
 - ii. Amy Jusak
 - iii. Jeff Perry

2. Presentation of Board Appointment:
 - a. **Department of Family & Children Services**
 - i. Niki Mincey- *replacing Joan Gilleland* (Term: September 2021 through June 2026)

3. Presentation of RFI #379-21 - Radio System Upgrade Consultant- Purchasing Manager Melissa Hawk / Sheriff's Office Chief Deputy Greg Rowan

4. Presentation of RFP #386-21 - Design Build Services for Two Artificial In-Filled Grass Surfaces- Parks & Recreation Director Matt Payne / Purchasing Manager Melissa Hawk

5. Presentation of Update to Subdivision Regulations- Planning & Development Director Jameson Kinley

6. Presentation of an Ordinance Amending Chapter 30 of the Code of Dawson County to Establish a Mechanism Whereby County Residents May Petition the Board of Commissioners for the Creation of Special Tax Districts to Fund Capital Improvement Projects- County Attorney Angela Davis

7. Discussion of Uses of American Rescue Plan Funding- County Manager David Headley

8. County Manager Report

9. County Attorney Report

****Executive Session may follow the Work Session meeting.***

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



August 9, 2021

TO: Dawson County Board of Commissioners
FROM: Cara Bowen, Director, Dawson County DFCS, County
RE: Request to expand board

The Dawson County Department of Family and Children Services' Board (aka Local County Advisory Board Charter) currently consists of five board members. The department's policy allows appointments of up to seven board members. I, along with the approval and support of the local DFCS board are respectfully requesting that the Board of Commissions approve an allotment of an additional two board members to the Dawson County DFCS board. I believe that adding two additional board members will be additional voices in the community and can advocate on behalf of the local county office concerning DFCS' legislative priorities and appropriations, and unmet needs in the community. I am attaching a copy of the Local County Advisory Board Charter policy that outlines the roles and responsibilities of the board and shows that the board can have up to 7 members. If approved, the Dawson DFCS board would like to nominate the following two individuals:

Jeff Perry

Amy Jusak

Thank you for your consideration and your continued support of Dawson County DFCS.



Division of Family & Children Services

DFCS Local County Advisory Board Charter

PURPOSE

The purpose of the local county Department of Family and Children Services (DFCS) board shall be to support the staff who protect the well-being of this state's children while preserving family integrity. The Local County Advisory Boards may review the administration of all welfare and public assistance functions for the county, including such programs as temporary assistance for needy families (TANF), supplemental nutrition assistance program (SNAP), employment services, child protective services, foster care, and adoptions. County Advisory Boards will assess the county's effectiveness in providing services to the community.

ROLES

The roles and responsibilities of local county board members shall be:

- Serve as an active liaison and a link between the county department and the local community.
- Advocate on behalf of the local county office concerning DFCS' legislative priorities and appropriations, and unmet needs in the community.
- Support the overall mission of the Division of Family and Children Services.
- Advocate for additional county funding for specific needs beyond state appropriations, and set standards for expenditures of county funds.
- Acquire knowledge of Division programs and services offered.
- Assess the county department's provision of services in relation to the needs of the community.
- Assist the County Director in building staff morale and motivating employees.
- Provide recommendations for improving local county operations via annual report.
- Submit Annual Report to the Division Director each year by December 15th.
- Assist the Regional Director in the selection process for the County Director should the position become vacant.

MEMBERSHIP

Per O.C.G.A. § 49-3-2 (amended via SB 138) the governing authority (Local County Board of Commissioners) shall ensure that all appointments made on or after July 1, 2015, are made from the following categories:

- (1) Pediatric health care providers;
 - (2) Appropriate school personnel;
 - (3) Emergency responders;
 - (4) Law enforcement personnel;
 - (5) Private child welfare service providers;
 - (6) Alumni of the child welfare system;
 - (7) Mental health care providers;
 - (8) Former foster parents; and
 - (9) Leaders within the faith-based community.
- Each board will have five to seven members.

- Terms of County Board Members are for five years, beginning on July 1st, and are staggered so that one term expires each year. A Board Member whose term has expired may continue to serve until a successor is appointed.
- Appointments to fill vacancies on County Boards caused by death, resignation, or disqualification before the expiration of a term are made for the remainder of the term.
- Board vacancies which occur for any reason, including but not limited to expiration of the term of office, shall be filled by new criteria within 90 days.
- No elected officer of the state or any subdivision thereof shall be eligible for appointment to the county board.
- Public Assistance recipients may not be appointed to the board since the appointment would create an illegal conflict of interest.
- As a matter of policy, the Division does not support the appointment of anyone who has immediate family members on the staff of the local office. The County Board Chair and/or the County Director shall make the Chairman of the County Commission aware of this policy.
- Any board member in one of the situations defined above is automatically and immediately disqualified for continued membership on the board. The County Director must advise the County Commission and request another appointment to fill the vacancy.
- All appointments should be reflective of gender, race, ethnic, and age characteristics of the county population.
- County Directors are responsible for timely notification to the Division Director and Regional Director of any changes to the membership of the county boards.

PROCEDURAL RULES

Meetings:

- Each DFCS Local County Advisory Board shall meet no less than once each quarter. The frequency will be determined by each local county board.
- Members of the county board shall serve without compensation, except that they shall be paid a per diem of not less than \$15.00 per month and shall be reimbursed for traveling and other expenses actually incurred in the performance of their official duties.
- The Chairperson and Vice-Chairperson are elected by the Board Members at the regular meeting each July. In case of an officer vacancy before that date, a new officer may be elected at any regular or called meeting.
- The County Director acts as Secretary to the Board.
- The Chairperson presides at Board Meetings and signs all official documents that require action of the Board.
- All County Board Meetings are open to the public. Any business shall be void if conducted during a closed meeting unless the Board is considering matters which are exempt from the open meeting requirement. Visual and sound recordings must be permitted during open meetings. Portions of the meeting may be closed; guidelines can be found in the *Official Code of Georgia Annotated* (50-14-1).
- **Robert's Rules of Order**, may be referenced for additional parliamentary procedures.

Minutes:

- The County Director, as Secretary to the Board, is responsible for the preparation and custody of the minutes and for writing letters as directed by the Board.
- Minutes of all Board Meetings must be recorded and are legal and public records of the Board's decisions. An agenda and official reports are to be presented to the Board in written form.
- At the following Board Meeting, the minutes of the previous meeting are to be read and approved by the Board. Any necessary corrections to the minutes should be made by recording the changes in the minutes of the current meeting. After the minutes of the previous meeting are approved, the Chairperson of the Board will sign the minutes to indicate approval.

- A copy of the minutes will be made available in the county office for public inspection. Copies of the approved minutes are no longer required to be sent to the State Office, however they may need to be attached to expenditures that are being sent to Regional Accounting, depending upon your initial county funds approval. If you have questions about this, please seek assistance from your Regional Accounting Office.

Reports:

Each Local County Advisory Board is required to submit an annual report no later than December 15th each year. This report shall be submitted to the Director of the Division of Family and Children Services regarding the effectiveness of the local county department's provision of services, the needs of the community, and its recommendations for improved operations of the county department. These reports can be mailed to:

Bobby Cagle, Director
 Georgia Division of Family and Children Services
 2 Peachtree Street | Suite 19.472
 Atlanta, Georgia 30303

Financial Responsibilities:

The County Director, in collaboration with the Local County Advisory Board proactively seeks out additional funding each year from local entities to supplement their budgets in meeting specific needs. These local funds are subject to the same internal control policy and procedures governing state and federal funds. A sample funding letter can be found on the Field Fiscal Services Website at <http://ffs.dhs.ga.gov/ffs/index.php>. Using this letter for County Funding approval will help eliminate unnecessary audit findings around county funds.

Local entity funds can be used for specific needs when state funds are not allowed, or there is a need to supplement state funds. Expenditures must be specified and be approved in the county's budget and Board Members approval must be documented in the board minutes.

Examples of these expenditures are:

- Travel
- Regular Operating Cost
- Equipment
- Foster Care Expenses (including haircuts, allowances, musical instruments/lessons, diapers, school activity fees, camps, photo packages, etc.)
- General Assistance to Clients (Indigent Care)
- Training/Staff Appreciation/DFCS related meeting expenses (including training material, meals/refreshments with an agenda.)
- Certificates or plaques of merit, achievement or retirement, etc. following Policy 803 of the DHR Personnel Policies titled Incentive Pay and Meritorious Awards
- Plaques to a retiring employee (Retirement Reception must be funded from outside of state or county funds.)
- Funds received from Interest on local County CD's and Savings accounts should remain on the DFCS' books, and can be used for Staff Appreciation Day/Luncheons where a meeting and luncheon occurs. An agenda for the meeting should be attached to the payment as supporting documentation.

County funds may also be used to provide additional compensation for agency staff. When approving funds for the purpose of compensating employees within the county DFCS office, use of these county

funds must comply with state policy as well as IRS guidelines for appropriate compensation of state employees. There is no authority, regardless of the funding source, for awarding across the board bonuses to state employees. Providing a bonus or other form of lump sum payment without specific authority to do so would violate the gratuities provision of the state constitution.

Examples of appropriate compensation expenditures include:

- Salary and fringe benefits
- Temporary or conditional salary supplements
- Ongoing salary supplements
- Lump sum incentive based payments

Payment of salary and fringe benefits may be used to augment local operations. Temporary or conditional salary supplements may be used in the same manner as state funded supplemental pay when state funds are not available.

Ongoing local funded salary supplements may be used to support retention efforts by the agency. A plan for providing monthly supplements must be submitted for review to state personnel by the Division before payments may be scheduled to begin. The plan must be funded for a minimum of one year, include all job titles to receive the supplement, and give any specific inclusion criteria such as tenure. All incumbents in a job title must be included when they meet other inclusion criteria.

Local funds may be used for one-time lump sum payments for incentive or meritorious awards. Incentive pay is a one-time lump sum payment and must be based on achievement of a pre-determined goal which does not become part of an employee's based salary. Meritorious award payments are a one-time lump sum payment based on extraordinary achievement which does not become part of base salary. Plans for lump sum payments to state employees must meet the provisions of DHR Personnel Policy #803, Incentive Pay and Meritorious Awards.

Local entity funds that are on the local DFCS' books cannot be used for state employee gratuities in the form of lump sum cash payments or gifts. A gift is defined in the Governor's Executive Order as anything of value exceeding \$25.00. This covers gifts from any funding source.

Examples of prohibited items include but not limited to:

- Gift cards of any amount
- Holiday hams or turkeys
- Replacement salary for furlough days
- Spa Retreats
- Out of pocket cost incurred by an employee while on the job, such as insurance deductibles if in an accident, towing, etc.
- Retirement reception or a Faithful Service Cash Award in lieu of a retirement reception

Dismissal from Board:

Please refer to the local Board of Commissioners for their specific policy regarding meeting attendance and dismissals from boards.

Liability Insurance:

County Boards are covered by general liability insurance for "errors, omissions or negligence" in job duties under the Tort Claims Liability Act. The Self Insurance Trust Fund provides for a maximum of

\$1,000,000 per person or \$3,000,000 for each occurrence. DFCS Board Members are included under the State of Georgia Fidelity Bond Insurance.

Public Announcements:

The time, place, and dates of regular meetings must be prescribed and made available to the public with a notice posted which gives this information. Whenever a meeting is to be held at a time or place other than the regular time or place, notice must be given to the public. This is done by:

1. Posting the changed date, time, or location for at least 24 hours at the regular meeting place
2. Giving at least a 24 hour notice in advance of the meeting to the legal organ, in which legal notices are published, in the county where the regular meetings are held.

Policy Statement of the Division of Family and Children Services

It is the policy of the Division of Family and Children Services that no applicant for or recipient of services of this agency shall, on the grounds of race, color, sex, age, religion, national origin, political affiliation or handicap, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity conducted or supported by the Division. This policy also applies to individuals, childcare facilities, and other agencies/organizations to whom the Division makes referrals or from whom it purchases services.

Legal authority assuring equitable participation in federally funded programs is provided in part from Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. The Division, however, is conscious of a moral obligation to deliver all services, whether federally financed or not, in a non- discriminatory manner.

It is also the policy of the Division that applicants/recipients of services, who feel that they have been discriminated against, have the right to a fair and prompt investigation of their complaint. Each county office must have written procedures for the handling of customer complaints and concerns.

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 DFACS BOARD MEMBER

Name Sheila L Glanzer

Home Address _____

City, State, Zip _____

Mailing Address (if different) Same

City, State, Zip Same

Telephone Number _____ **Alternate Number** NA

Fax Telephone Number NA

E-Mail Address _____

Additional information you would like to provide:

I would love to be able to serve the children of Dawson County. Thank you for this opportunity.

Signature _____ **Date** 4/4/21

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 Dawson DFCS

Name Amy Jusak

Home Address _____

City, State, Zip _____

Mailing Address (if different) _____

City, State, Zip _____

Telephone Number 706-265-2611 Alternate Number _____

Fax Telephone Number 706-265-1134

E-Mail Address amanda.jusak@dph.ga.gov

Additional information you would like to provide:

Amy Jusak

County Office Manager Dawson Health Dept

54 Hwy 53 E

Dawsonville, GA 30534

Signature AJusak Date 8-9-21

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

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:
Dawson County Department of Family and Children Services

Name:
Jeff Perry

Home Address:

City, State, Zip:

Mailing Address (if different):
Same as above

City, State, Zip:
Same as above

Telephone Number: **Alternate Number:** /

Fax Telephone Number:
N/A

E-Mail Address:

Additional information you would like to provide:

Current Teacher at Dawson County High School. I started and continue to teach criminal justice. I am a retired Parole Chief, where I served 30 years in law enforcement in various capacities. I worked with Dawson County DFCS in 1987, serving as a Child Protective and Adult Protective Caseworker as well as being in charge of foster care and adoptions. My family and I are from Dawson County. I attend Liberty Baptist Church where I serve as a Deacon. In the past I have been a volunteer coach in several sports with the Dawson County Parks and Recreation. As a DFCS Board Member I look forward to the opportunity to serve the men, women and children of Dawson County.

Signature: Jeffery M. Perry **Date:** June 22, 2021

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 DFCS Board

Name Niki Mincey

Home Address

City, State, Zip

Mailing Address (if different)

City, State, Zip

Telephone Number 706-265-3246 ext 1736 **Alternate Number**

Fax Telephone Number

E-Mail Address niki.mincey@dawson.k12.ga.us

Additional information you would like to provide:

Dawson County Schools Family Service Coordinator/McKinney Vento Homeless Liaison

Signature *Niki Mincey*

Date 7-22-21

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



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: EMS/Public Works/Sheriff's Office

Work Session: 08/19/2021

Prepared By: Melissa Hawk

Voting Session: 09/02/2021

Presenter: Melissa Hawk/Greg Rowan

Public Hearing: Yes No

Agenda Item Title: Presentation of RFI #379-21 - Radio System Upgrade Consultant for Dawson County

Background Information:

During the February 2021 Work and Voting Sessions, the topic of an update to the current radio system was discussed. The BOC directed the then Public Works Director/SPLOST Coordinator to determine the cost of contracting with a systems expert consultant.

Current Information:

An RFI was released on March 22, 2021, for this work. The county received 7 information responses. The submissions were formatted and scored as a traditional RFP to determine the best vendor to perform services if approved by the BOC to do so.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Staff respectfully requests the Board to accept the information received; to professionally exempt the consulting services of Federal Engineering, not to exceed the amount of \$168,554; and to determine funds to utilize for services.

Department Head Authorization: Greg Rowan

Date: 07/20/2021

Finance Dept. Authorization: Vickie Neikirk

Date: 08/12/21

County Manager Authorization: David Headley

Date: 8-12-2021

County Attorney Authorization:

Date:

Comments/Attachments:



The Edge of The World

Photo By: Michele DeBlois

RADIO SYSTEM UPGRADE CONSULTANT FOR DAWSON COUNTY

WORK SESSION – AUGUST 19, 2021

Background for Upgrade in 2013

FCC Mandates VHF/UHF Narrow Banding

- ❖ In January 2010, the FCC mandated VHF/UHF Frequency Narrow Banding
- ❖ At that time, the County's radio system did not meet the new requirements. 25 kHz Wide Band System was in use.
- ❖ After much work, the consultants recommended that the County move to Narrow Band 12.5 kHz Systems.
- ❖ The deadline to be compliant was January 1, 2013.

FCC Reasons for the Mandate

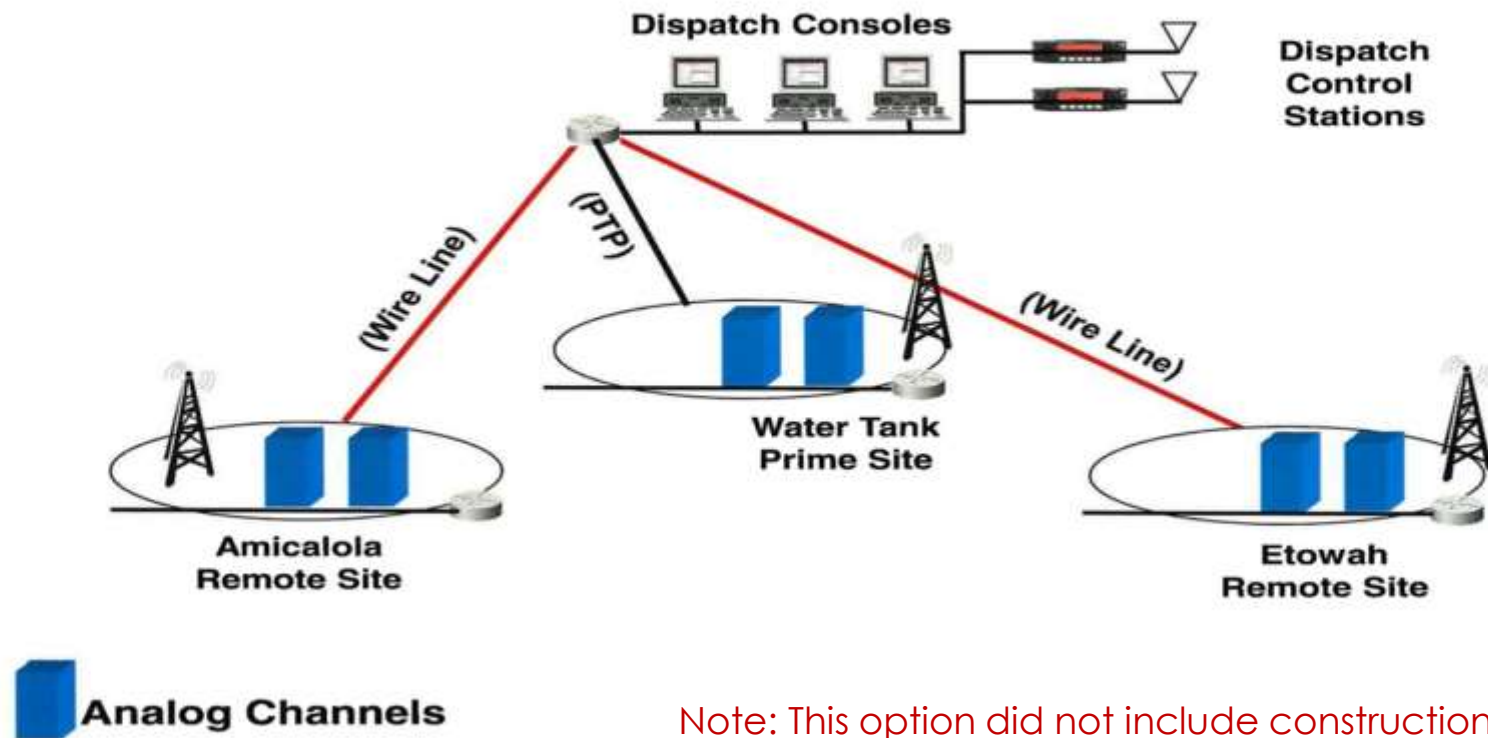
- ❖ Promote More Efficient Use of the VHF/UHF Land Mobile Bands
- ❖ Reduce Band Congestion
- ❖ Not Enough Spectrum for Licensees to Expand Current Systems
- ❖ Inability to Implement New Systems
- ❖ Narrow Banding Will Make New Channels Available
- ❖ Less Radio Interference

2012 Recommended Radio System Upgrade

- ❖ The below would have been accomplished if the four-phase recommendation was followed:
- ❖ Portable Radio In-Vehicle/Residence Coverage of County – 4 Tower Sites
 - ✓ Amicalola Falls - Existing
 - ✓ 250 Foot tower at GA 400, Hwy 53
 - ✓ 250 Foot tower in Downtown Dawsonville
 - ✓ 250 Foot tower in Southwest
- ❖ 6 Channel Seamless Trunked Comms (ALL)
 - ✓ Emergency Services
 - ✓ Sheriff
 - ✓ Board of Education
 - ✓ Public Works
- ❖ APCO Project 25 Standards
 - ✓ Public Safety User Standards
 - ✓ Competitive Subscriber Procurement
 - ✓ Grant Eligibility

Phase Completed by Motorola in 2013

PHASE ONE: Plan A2



Note: This option did not include construction of a fourth tower.

Current Issues with Coverage

- Lack of coverage throughout the county while using portable radios.
- East and West side of the County continue to experience heavy static causing interruption in signal or no signal at all.
- Lack of coverage inside buildings, including fire stations.
- Multiple instances of portable radios not transmitting to the consoles in the center.
- Bleed over on Dawson County Sheriff's Office frequency.
- No repeated tactical channel for working incidents.
- Mobile and portable radios do not pick up north above the Hwy 183/Hwy 136 merge.
- Inability to communicate with Hall/Forsyth/Cherokee Counties.
- No radio identifier
- No emergency button for the Sheriff's Office/Emergency Services/Public Works
 - Note: Although the Board of Commissioners have approved funding for the Sheriff's Office to receive emergency buttons, there is a major incompatibility problem with console to portable radios. Therefore, the installation has not been completed.

Background for Issuing 2021 RFI

- ❖ During the February 2021 Work and Voting Sessions, the topic of an update to the current radio system was discussed.
- ❖ The Board of Commissioners directed the then Public Works Director/SPLOST Coordinator to determine the cost of contracting with a systems expert consultant.
- ❖ A committee was formed and met during early March to discuss the method to acquire this cost.
 - The committee consisted of:
 - Public Works Director David McKee, Fire Chief Danny Thompson, Major Greg Rowan, E-911 Director Kristan Bean, Captain Ray Goode, Division Chief of Operations/Training Jason Dooley, Assistant E-911 Director Melinda Carder and Purchasing Manager Melissa Hawk
- ❖ Since there was not a specific budget approved for the upgrade consultant; Purchasing suggested acquiring the needed information through a Request for Information, noting within the document that the Board of Commissioners reserves the right to professionally exempt services and create a contract for services.

Procurement Approach and Procedure

- ✓ Advertised in Legal Organ
- ✓ Posted on County Website
- ✓ Posted on Georgia Procurement Registry
- ✓ Emailed notification through vendor registry
- ✓ Notification through County's Facebook and Twitter accounts
- ✓ Notification through Chamber of Commerce
- ❑ **7 responses received**

RFI Proposals Evaluation Team

- ✓ Major Greg Rowan
- ✓ Chief Danny Thompson
- ✓ E 911 Director Kristen Bean
- ✓ Captain Ray Goode
- ✓ Division Chief of Operations/Training Jason Dooley
 - ✓ Donated-Time Consultant – Tom Harter – Dawson County Citizen

Note: Mr. Harter did not participate in the scoring of the proposals
- ✓ Purchasing Manager Melissa Hawk - Facilitator

Tasks for Project

- ❖ Some scope of services requested are:
 - Task 1 – Current Radio Network and Technology Assessment Phase
 - Evaluate all County radio systems including, but not limited to, radio, subscriber, backhaul and radio dispatch systems.
 - Evaluate capacity requirements to support operations over the next ten years and the use of P25 Phase 1 and/or Phase 2 as potential solutions. Any system/solutions proposed are to meet P25 standards.
 - Incorporate consideration for disaster recovery in a mountainous environment.
 - Identify a system for 13 channels which will allow for additional channels as needed.
 - Identify both P25 portable VHF and 800 MHz plans to be presented to the Board of Commissioners with the proper information and backup documentation to allow the Board of Commissioners to make an intelligent decision on which system to implement; ensuring a 95% coverage throughout the County.
 - Task 2 – Project Design Plan Report Phase
 - Analyze alternatives including technologies available from competing vendors and develop a preliminary design concept and draft specifications based upon the defined and documented needs.
 - The design is to be based upon the operational requirements of Dawson County with the optimal technical and financial solution.
 - Upon completion of the analysis, prepare and submit a detailed Project Design Plan Report, to include budget estimates, to the County.

Tasks for Project (cont)

❖ Some scope of services requested are:

➤ Task 3 – Procurement Phase

- Develop the scope of work and deliverables, assume an active role in the Evaluation Committee, to include initial scoring, attend interviews (if any) of the top three proposers and score presentations, be involved with contract price negotiations (if any), following all County procurement ordinances and continue to work closely with the Purchasing Manager. Evaluate capacity requirements to support operations over the next ten years and the use of P25 Phase 1 and/or Phase 2 as potential solutions. Any system/solutions proposed are to meet P25 standards.
- Ensure the criteria for the acceptance test plan is incorporated in the contract between the equipment supplier and the County.

➤ Task 4 – Support and Implementation Phase

- Assume the role as Project Manager overseeing, in the County's interests, implementation of the selected system. The design is to be based upon the operational requirements of Dawson County with the optimal technical and financial solution.
- An implementation schedule will be prepared and submitted to the Dawson County Sheriff's Office Chief Deputy, to include each phase of the process, incorporating user acceptance, operational acceptance, alpha and beta acceptance, and contract and regulation acceptance testing. The acceptance criteria should include an operating period during which the system is in production without a failure for thirty (30) days; radio transmissions under full load; ensuring the Dawson County staff can operate the system without direct assistance; as well as any other applicable tests to ensure the system is operational as designed.

Offers Received/Score Summary

Tasks	CTA Consultants, LLC	Federal Engineering	Omnicom Consulting Group	Pallan Associates	Televate, LLC	Trott Communications Group	Tusa Consulting Services
Current Radio Network/Technology Assessment	\$35,000.00	\$37,073.00	\$33,880.00	\$26,940.00	\$24,240.00	\$28,500.00	\$28,760.00
Project Design Plan Report	\$22,500.00	\$15,619.00	\$18,880.00	\$11,760.00	\$28,496.00	\$18,900.00	\$11,740.00
Procurement Process	\$55,000.00	\$39,347.00	\$36,585.00	\$30,510.00	\$45,028.00	\$31,480.00	\$42,420.00
Support and Implementation	\$148,800.00	\$76,515.00	\$95,020.00	\$34,620.00	\$167,956.00	\$69,146.00	\$269,770.00
Total	\$261,300.00	\$168,554.00	\$184,365.00	\$103,830.00	\$265,720.00	\$148,026.00	\$352,690.00

COMPANY	COMPANY BACKGROUND AND STRUCTURE	EXPERIENCE & QUALIFICATIONS OF DEDICATED STAFF	PROJECT UNDERSTANDING/APPROACH TO SCOPE OF WORK	REFERENCES	MANAGEMENT PLAN	TECHNICAL SCORE	Cost/FINANCIAL	Total SCORE
CTA Consultants, LLC	44	109	90	36	41	64	8	72
Federal Engineering	42	120	88	40	40	66	15	81
Omnicom Consulting Group	33	112	88	36	37	61	14	75
Pallan Associates	39	106	84	35	35	60	20	80
Televate, LLC	37	112	90	37	40	63	8	71
Trott Communications Group	38	106	86	36	37	61	17	77
Tusa Consulting Services	46	126	103	48	46	74	1	75

Technical scores are rounded to nearest whole number. All evaluators are extremely pleased with Federal Engineering's proposal and in-person interview with the dedicated project engineer.

Staff Recommendation

Staff respectfully requests the Board to accept the information received; to determine funds to utilize for services; and to professionally exempt the consulting services of Federal Engineering to perform all tasks in RFI, not to exceed the amount of \$168,554.00.

- Project timeline for the Consultant's Scope of Work from Task 1 to the final work of testing of the system for acceptance of the project is approximately twenty-four months.
- Timeline for Tasks 2 through 4 would coincide with the construction of the new Emergency Operations/E 911 Center.
- Finance has recommended two options to fund this portion of the project.
 1. Usage of the overage in SPLOST Y1 collections
 2. Usage of the General Fund Fund Balance and place in a Capital Project Fund



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Parks & Recreation Department

Work Session: 08/19/2021

Prepared By: Melissa Hawk

Voting Session: 09/02/2021

Presenter: Matt Payne

Public Hearing: Yes No

Agenda Item Title: RFP # 386-21 - Design Build Services for Two Artificial In-Filled Grass Surfaces

Background Information:

On May 6, 2021, the Board approved SPLOST VI overage funds in the amount of \$1,595,000, to be used on several Parks & Recreation projects.

Current Information:

A Request for Proposal was released on June 5, 2021, for the design build services for two artificial in-filled grass surfaces. Four offers were received, with Sprinturf receiving a total score of 62. The not to exceed cost of the project is \$1,210,044, including a 10% contingency.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
324	6120	541200	\$1,300,000.00	\$1,300,000.00	\$1,210,044.00	\$89,956.00

Recommendation/Motion: Staff respectfully requests the Board to accept the offers submitted and to award a contract to Sprinturf, in the amount of \$1,100,040 with a contingency of \$110,004, not to exceed the amount of \$1,210,044.

Department Head Authorization: Matt Payne

Date: 08/04/2021

Finance Dept. Authorization: Vickie Neikirk

Date: 8/12/21

County Manager Authorization: David Headley

Date: 8-12-2021

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Presentation



The Edge of The World

Photo By: Michele DeBlois

RFP #386-21 DESIGN-BUILD SERVICES FOR TWO ARTIFICIAL IN-FILLED GRASS SURFACES

WORK SESSION – AUGUST 19, 2021

Background and Overview

- ❖ On May 6, 2021, the Board approved SPLOST VI overage funds in the amount of \$1,595,000.00, to be used on several Parks/Recreation projects. One of which is the installation of synthetic grass on two fields at Rock Creek Park.
- ❖ A Request for Proposal was released on June 5, 2021 for the design build services for two artificial in-filled grass surfaces.
- ❖ Total square feet for this project is 158,250.
- ❖ Contract period to be 6 months (180 calendar days) from the date of the Notice to Proceed to the acceptance of the turn-key project.

Procurement Approach and Procedure

BID ACCORDING TO POLICY

- ✓ Advertised in Legal Organ
- ✓ Posted on County Website
- ✓ Posted on Georgia Procurement Registry
- ✓ Emailed notification through vendor registry
- ✓ Notification through County's Facebook and Twitter accounts
- ✓ Notification through Chamber of Commerce
- ❑ **4 proposals received**

Scope of Work

- ❖ Some of the scope of work includes:
 - Project Design, which shall consist of three (3) phases;
 - Preliminary Design Phase: Draft drawings, draft written description of materials/equipment, draft detailed cost estimate and management plan with 4 basic sections:
 - Outline of services, staffing plan, pre-construction schedule, development of basic procedures & control systems – to be submitted within 15 calendar days of NTP
 - Detailed Schematic Design Phase: Updated drawings, updated written description of materials/equipment/updated detailed cost estimate and draft construction documents
 - Information shall incorporate all additions/deletions as directed by Parks/Recreation staff to the preliminary design documents – to be submitted within 15 calendars of approval of preliminary design
 - Final Design Phase: Final drawings, final written description of materials/equipment, final detailed cost estimate and final construction documents – to be submitted within 15 calendar dates of approval of detailed schematic design documents
 - Construction Services Phase:
 - Construction of the whole and all parts of the project in full and strict conformity of the contract. Turn-key construction to be completed within 125 calendar days upon approval by the County of the final design and construction plans.

Fields Included in the Scope of Work



Offers Received

Tasks	Charles Black Construction	Hellas Construction	Scroggs and Grizzel	Sprinturf
Preliminary Design Phase	\$14,800.00	\$1,000.00	\$42,775.00	\$7,938.00
Detailed Schematic Design Phase	\$11,500.00	\$2,000.00	\$35,751.00	\$7,938.00
Final Design Phase	\$23,500.00	\$3,000.00	\$13,036.00	\$15,877.00
Construction Services Phase	\$1,469,000.00	\$1,259,310.00	\$1,463,650.44	\$1,068,287.00
Total	\$1,518,800.00	\$1,265,310.00	\$1,555,212.44	\$1,100,040.00
Excavation/Replacement for Unsuitable Soils	\$100.00 per cubic yard	\$38.00 per cubic yard	\$31.08 per cubic yard	\$31.08 per cubic yard

Parks/Recreation Director Matt Payne is familiar with the work performed by Sprinturf and is very satisfied with the results.

Summary of Scores

COMPANY	COMPANY BACKGROUND AND STRUCTURE	EXPERIENCE & QUALIFICATIONS OF DEDICATED STAFF	PROJECT UNDERSTANDING /APPROACH TO SCOPE OF WORK	REFERENCES	MANAGEMENT PLAN	TECHNICAL SCORE	Cost/ FINANCIAL	Total SCORE
Charles Black Construction	30	65	66	29	28	43	18	62
Hellas Construction	22	51	51	24	23	34	22	56
Scroggs and Grizzel	26	57	62	27	24	39	18	57
Sprinturf	26	55	58	23	22	37	25	62

Although Charles Black Construction and Sprinturf both received a combined score of 62; the difference in cost was over \$400,000.00 and the surface materials were not that as specified nor submitted for approval according to the RFP directions.

Staff Recommendation

Staff respectfully requests the Board to accept the proposals submitted, to award a contract to Sprinturf, in the amount of \$1,100,040.00, with a contingency of \$110,004.00, not to exceed the amount of \$1,210,044.00.

The staff is requesting a 10% contingency due to the unknowns regarding the soil conditions of the current fields. All unused contingency funds will be returned to the SPLOST VI Fund balance for the Parks/Recreation Department.



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Planning & Development

Work Session: August 19, 2021

Prepared By: Robbie Irvin

Voting Session: Sept. 2, 2021

Presenter: Jameson Kinley

Public Hearing: Yes No

Agenda Item Title: Presentation of

Background Information:

Per the directive of the BOC in the May 2021 Moratorium Regarding Subdivision Plats and New Roads, the Planning department has worked to update the Subdivision Regulations. This update modernizes standards for platting and road design and construction.

Current Information:

In conjunction with the Public Works Department and the County Attorney's Office, the Dawson County Subdivision Regulations have been updated in the draft document attached hereto.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: _____

Department Head Authorization: _____

Date: _____

Finance Dept. Authorization: Vickie Neikirk

Date: 8/12/21

County Manager Authorization: David Headley

Date: 8-12-2021

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Draft document

**AN ORDINANCE OF THE
DAWSON COUNTY
BOARD OF COMMISSIONERS**

**TO AMEND CHAPTER 30 OF THE CODE OF DAWSON COUNTY TO PROVIDE A
MECHANISM FOR TAXPAYERS TO PETITION THE DAWSON COUNTY BOARD
OF COMMISSIONERS FOR THE CREATION OF SPECIAL AD VALOREM TAX
DISTRICTS TO FUND CAPITAL IMPROVEMENT PROJECTS**

WHEREAS, the Constitution of the State of Georgia, approved by the voters of the State in November 1982, and effective July 1, 1983, provides in Article IX, Section II, Paragraph I thereof, that the governing authority of the County may adopt clearly reasonable ordinances, resolutions, and regulations;

WHEREAS, Article IX, Section II, Paragraph VI (c) of the Constitution of the State of Georgia provides that the governing authority of the County may, by county ordinance or resolution, create special districts for the provision of local government services within such districts; and fees, assessments, and taxes may be levied and collected within such districts to pay, wholly or partially, the cost of providing such services therein and to construct and maintain facilities therefor; and

WHEREAS, the Board of Commissioners of Dawson County has determined that it is in the public interest to amend Chapter 30 of the Code of Dawson County, Georgia, by adding thereto a new article to provide a mechanism whereby County residents may petition the Board of Commissioners of Dawson County for the creation of special tax districts to fund, in full or in part, capital improvement projects of special benefit to the properties located within said tax district; and

WHEREAS, the Dawson County Board of Commissioners has determined to adopt an ordinance regulating these matters;

NOW THEREFORE BE IT ORDAINED by the Board of Commissioners of Dawson County, Georgia, as follows:

SECTION 1.

Chapter 30 of the Code of Dawson County, Georgia, is hereby amended by creating a new article, Article V – Capital Improvement Special Tax District, as shown in Exhibit A hereto.

SECTION 2.

If any section, provision or clause of any part of this Ordinance shall be declared invalid or unconstitutional, or if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application

of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent that this Ordinance would have been adopted had such invalid portion not been included herein.

SECTION 3.

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4.

This Ordinance shall become effective on _____, 2021, the public good demanding the same.

SO ORDAINED this ____ day of _____, 2021.

Dawson County Board of Commissioners

Billy Thurmond, Chairman

Attest:

By: _____
Kristen Cloud, County Clerk

[COUNTY SEAL]

Exhibit A

CHAPTER 30 - LICENSES, TAXATION AND MISCELLANEOUS REGULATIONS

ARTICLE V - CAPITAL IMPROVEMENT SPECIAL TAX DISTRICT

Sec. 42-250. – Petitions for Capital Improvement Special Tax Districts.

- (a) Administration. The public works director shall be responsible for administering the capital improvement tax district program as set forth in this article and shall:
- (1) Advise prospective petitioners for proposed capital improvement tax districts of the procedures required for the establishment of such districts pursuant to this article.
 - (2) Establish the boundaries of proposed capital improvement tax districts in accordance with such criteria and in such manner as deemed necessary and appropriate.
 - (3) Establish an orderly system of numbering capital improvement tax districts created pursuant to this article in conjunction with the county tax assessor and the county tax commissioner.
 - (4) Provide standard form petitions for use by prospective petitioners.
 - (5) Advise petition originators and interested parties of estimated assessment rates for owners of property lying within proposed capital improvement tax districts.
 - (6) Examine all filed petitions for completion and for compliance with the provisions of this article and determine whether the capital improvement project proposed by the petition is viable.
 - (7) Submit completed petitions for viable projects to the board of commissioners together with estimated costs, construction timelines, and assessment rates to owners of property lying within such districts, and with such other information and recommendations as the public works director may deem appropriate.
 - (8) Coordinate the capital improvement project within such districts upon final approval by the board of commissioners.
 - (9) Perform any and all other acts or duties necessary or proper for the attainment of the purposes set out in this article.
- (b) Definitions.
- (1) For the purposes of this article, “qualified capital improvement project” means an improvement to public property with a useful life of ten years or more, by new construction or other action, which specially benefits all real property within the capital improvement tax district, either by increasing the service capacity available

Exhibit A

to such properties, increasing the marketability or market value of such properties, or other special benefits as determined by the public works director and the board of commissioners. Such projects include, but are not limited to, road paving or surfacing, sidewalks, curbs, gutters, stormwater control structures, sanitary sewers, water lines, driveways, traffic control devices, and lighting fixtures.

- (2) For the purposes of this article, “project costs” means all costs incurred to provide a qualified capital improvement project, including, but not limited to, planning, design, engineering, construction, land acquisition, land improvement, and administrative costs.
- (c) Petition by property owners.
- (1) The owners of residential parcels within either an existing subdivision or a discrete and definable area, or the owners of property lying within a discrete and definable area zoned for purposes other than residential use, may submit to the public works director a petition for the creation of a capital improvement tax district and the imposition of a special district ad valorem tax or special assessment to fund, in whole or in part, a qualified capital improvement project within the proposed district.
 - (2) The petition must contain the signatures of at least 75 percent of the owners of the property lying within the proposed capital improvement tax district in favor of such designation and must contain the following:
 - a. An accurate description of the property to be included by tax map parcel numbers as such numbers are used by the county tax assessor and the county tax commissioner;
 - b. A short and plain description of the qualified capital improvement project sought by the petition; and
 - c. A short and plain statement that the project costs for such improvements will be funded in whole or in part through a special district ad valorem tax on all property within the capital improvement tax district.
 - (3) The director of public works shall, within 60 days of receipt of a completed petition in accordance with the provisions of this article, determine whether the project proposed by the petition is viable whether such project constitutes a qualified capital improvement project as defined by this article. In determining whether the proposed project is viable, the public works director shall consider, among other factors, the financial feasibility of the project based on the anticipated special tax district revenues. If the public works director determines that the petition is complete and that the proposed project constitutes a viable qualified capital improvement project within the meaning of this article, the public works director

Exhibit A

shall provide written notice to the owners of the property lying within the proposed capital improvement tax district certifying that the petition has been deemed viable and that it will be forwarded to the board of commissioners for consideration.

- (4) Within 60 days of the certification of a viable petition by the public works director, the board of commissioners shall conduct a public hearing for the purposes of considering whether to establish a special district ad valorem tax or special assessment within the proposed district to fund, in whole or in part, the proposed qualified capital improvement project. At least 15 but not more than 45 days before the date of the hearing, the county shall publish a notice of the hearing within a newspaper of general circulation within the county. The notice shall state the time, place, and purpose of the hearing.
 - (5) Following public hearing, the board of commissioners shall be authorized, in its sole discretion, to create the petitioned for capital improvement tax district, to authorize the construction of improvements, and to authorize the levy of taxes to fund the project costs of the proposed improvements in whole or in part and upon such terms and conditions and in such manner as the board of commissioners may deem necessary or proper. The board of commissioners shall not be confined to the district boundaries or improvements identified in the petition and may modify the district boundaries, determine the improvements to be provided therein, and determine the manner in which such improvements shall be funded in its sole discretion.
 - (6) The board of commissioners shall be authorized in its sole discretion to fund the authorized project costs, in whole or in part, through grants, bonds, ad valorem taxes, special district taxes, special assessments, special purposes taxes, user fees, or any combination thereof.
- (d) Authority of board of commissioners to create or modify special districts and to make assessments.
- (1) The board of commissioners may establish special ad valorem tax districts, and taxes, fees, or assessments may be levied upon properties within such districts, under such terms and conditions and in such manner as the board of commissioners may deem necessary or proper in its sole discretion and in the absence of a petition from property owners.
 - (2) Nothing in this article shall be construed as a limitation on the board of commissioners' authority to establish or modify special ad valorem tax districts, provide for or discontinue capital improvements or for the provision of one or more local governmental services, or to impose or terminate taxes, assessments, or fees.
 - (3) The board of commissioners shall be authorized to grant exceptions to the literal terms of this article where special conditions or hardships exist.



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Administration

Work Session: 8/19/21

Prepared By: Vickie Neikirk

Voting Session: 9/2/21

Presenter: David Headley, County Manager

Public Hearing: Yes No

Agenda Item Title: Discussion of potential uses of American Rescue Plan (ARP) Funding

Background Information:

Dawson County will receive \$5,071,173. All uses have to be contracted by 2024 and expended by 2026. We have already received 1/2 of the funding. The other half is expected to be released next year about this time.

Current Information:

The use of this funding is stricter than the CARES funding the county received last year. The focus of this funding is to mitigate the effect of COVID-19 on the county and to provide financial resources to the county in areas of need.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: _____

Department Head Authorization: _____

Date: 8/12/21

Finance Dept. Authorization: Vickie Neikirk

Date: 8/12/21

County Manager Authorization: David Headley

Date: 8-13-2021

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

DAWSON COUNTY GOVERNMENT



PRESENTATION OF
POTENTIAL USES OF AMERICAN RESCUE PLAN FUNDING
(Coronavirus State and Local Fiscal Recovery Funds)

Presented by David Headley, County Manager

August 19, 2021

Dawson County Award

- The award was based on population and received directly from the U.S. Treasury.
- Dawson County received an award of \$5,071,173.
- We have received \$2,535,586.50.
- Remainder should be distributed next year.
- Restrictions on this money are much tighter than the CARES Act funding received in 2020.
- County must have the funds obligated by 12/31/24 and expended by 12/31/26. Covers eligible costs from 3/3/21 through 12/31/24.

Statutory eligible uses-According to the Interim Final Rule

- To respond to the COVID-19 public health emergency or its negative economic impacts.
- To respond to workers performing essential work during COVID-19 health emergency by providing premium pay.
- For the provision of government services to the extent of the reduction in revenue of such recipient due to the COVID-19 health emergency relative to revenues collected in the most recent full fiscal year prior.
- To make necessary investments in water, sewer or broadband infrastructure.

Dawson County loss of revenue due to COVID-19

\$1,898,552.51

Coronavirus State and Local Fiscal Recovery Funds					
Funds Calculation Worksheet (Data entry required in red highlighted cells)					
Step 1	Select the month your fiscal year ends from the drop-down menu.	December			
Step 2	Enter revenue amounts from the TED data for fiscal years 2017, 2018, and 2019.	FY17	\$ 34,760,628.00	The amount for each year includes all general fund revenue, enterprise funds (other than utilities), and intergovernmental revenues from state and local governments. Do not include utility revenue from gas, electric, water, and transit; proceeds from debt issuance; proceeds from the sale of any asset; or any federal intergovernmental revenue including federal pass through funds from the state.	
		FY18	\$ 37,977,183.00		
		FY19	\$ 41,951,048.00		
	Compound rate of growth	9.857%	This is the compound rate of growth for your city from FY2017 through FY2019.		
	Rate for calculations	9.857%	This is the greater of the compound rate of growth above and 4.1%.		
Step 3	Enter the actual amounts for the same revenue sources used to calculate revenue for FY17 through FY19 entered above.	Actual Revenue	Counterfactual Growth Rate	Counterfactual Revenue	CSLFRF Funds Available
	Actual revenue for calendar year 2020	\$ 44,187,596.00	109.857%	\$ 46,086,148.51	\$ 1,898,552.51
	Actual revenue for calendar year 2021	\$ -	120.686%	\$ 50,628,844.46	
	Actual revenue for calendar year 2022	\$ -	132.581%	\$ 55,619,312.40	
	Actual revenue for calendar year 2023	\$ 45	145.650%	\$ 61,101,689.07	



Carl Vinson
Institute of Government
UNIVERSITY OF GEORGIA

Chairman's Proposal

- To provide premium pay to:
 - Sheriff officers – 104 officers, \$3.00 per hour at cost of \$767,606
 - E-911 staff – 14 employees, \$2.00 per hour at a cost of \$ 65,607
 - FF/EMTs – 28 Full time at a cost of \$176,382
 - FF/EMTs – 8 Part time at a cost of \$11,246
 - “Roll in” cost of previous increases for Paramedics approved in April at a cost of \$238,067 + \$2.00 per hour Med Unit pay \$75,593

Total cost of this proposal is \$1,334,503 for one year.

Restrictions for Premium Pay

- Each person can only receive an aggregate of up to \$25,000.
- The County will have to provide justification to the U.S. Treasury for providing premium pay to anyone making more than \$79,116.15 per year.
- If premium pay results in an employee earning more than \$37.46/hr. written justification must be provided to the U.S. Treasury.
- Under ARP, there is no presumption that all public safety and public health personnel are “primarily dedicated” to responding to COVID.
- Counties must document and prove the extent to which the activities are dedicated to COVID.

County Manager Proposal

- To provide “one-time bonus” to all employees.
- Per ACCG, many counties issuing premium pay by this method are documenting via BOC action that all county employees are essential.

<u>ARP BONUS SCENARIO</u>			
	<u># of Ees</u>	<u>Per Employee</u>	<u>Cost</u>
Full time	296	\$ 2,000	\$ 592,000
Part time-Regular	89	\$ 1,000	\$ 89,000
Part time-Temp Pollworkers, Vol FF	79	\$ 500	\$ 39,500
Supplement	59	\$ 500	\$ 29,500
Grant	20	\$ 1,000	\$ 20,000
Total	543		\$ 770,000

*Add estimated 10% for FICA/Retirement

Set aside funding for COVID cases

- Last year, employees who had to quarantine or tested positive for COVID were provided with FRCCA leave. That program ended last year.
- Set aside \$100,000 to assist employees who test positive for COVID to provide “COVID leave” so they will not have to utilize their PTO. This would only **apply to those who provide a positive test not those who quarantine.**

Other uses

- County may elect to use this funding for investment in:
 - Broadband
 - Water and Sewer

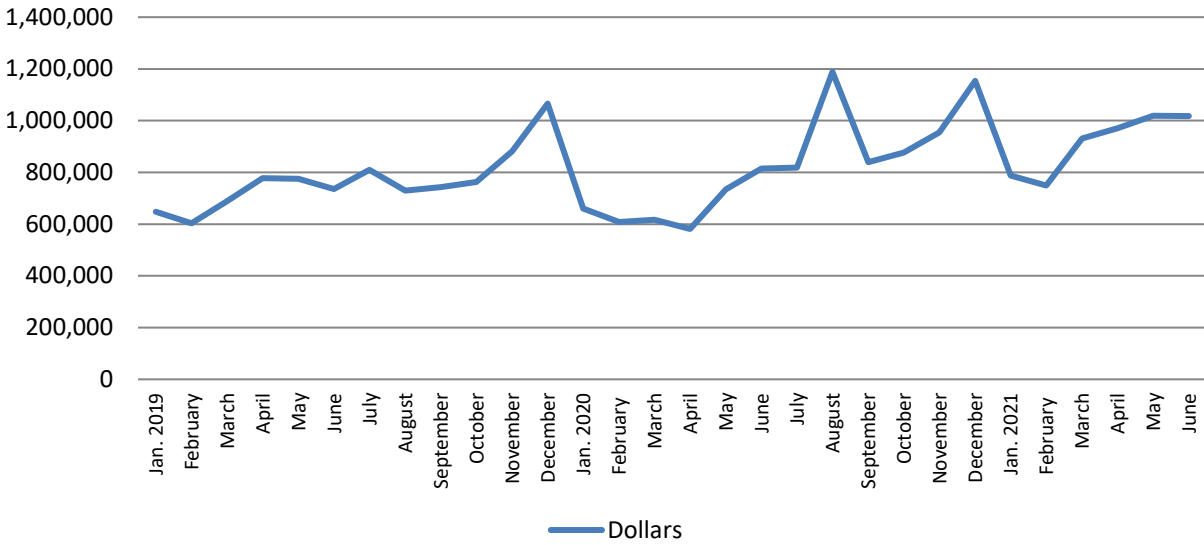
Other funding available from the State

- Additional funding can be requested from the state of Georgia through the State Fiscal Recovery Funds.
- This funding has to be applied for by August 1-31, 2021, including project descriptions and estimated cost.
- These projects must be for Water/Sewer Infrastructure, Broadband Infrastructure and Negative Economic Impact Projects.

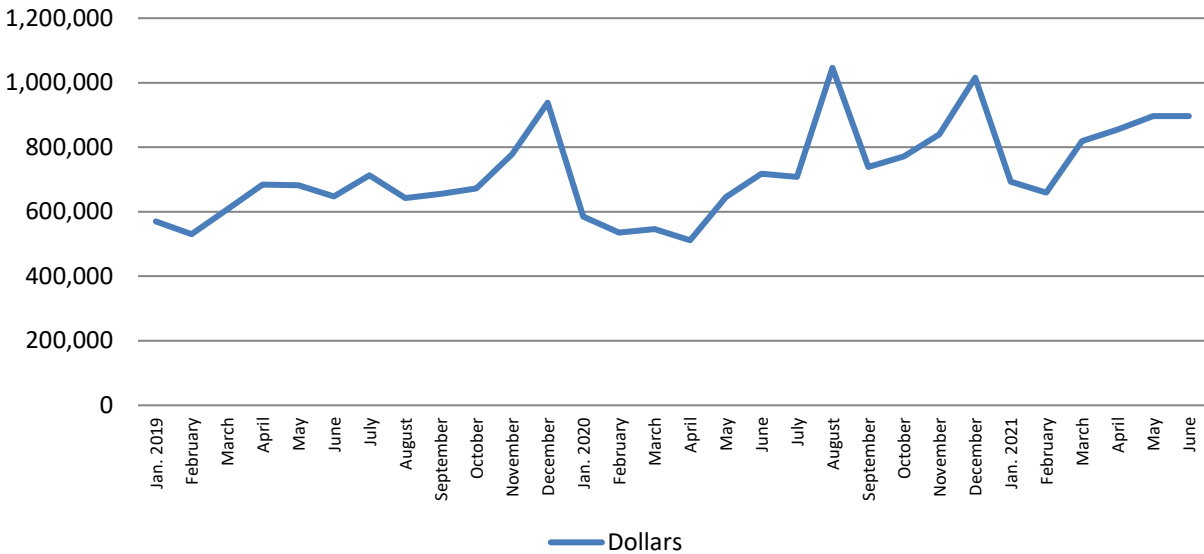


Key Indicator Report
July 2021

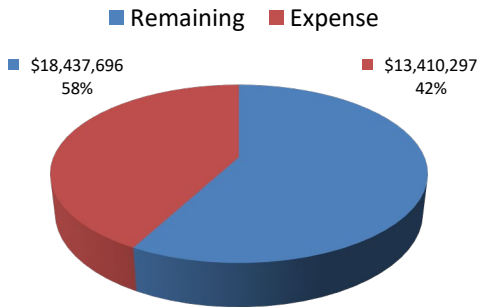
SPLOST VI COLLECTION CHART



LOST COLLECTION CHART

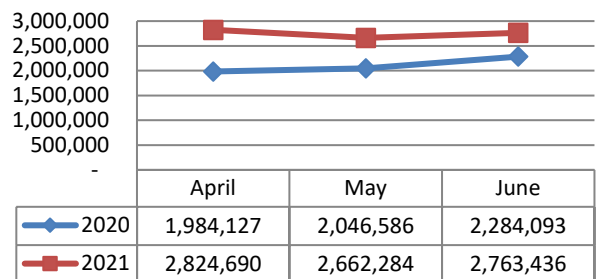


Budget

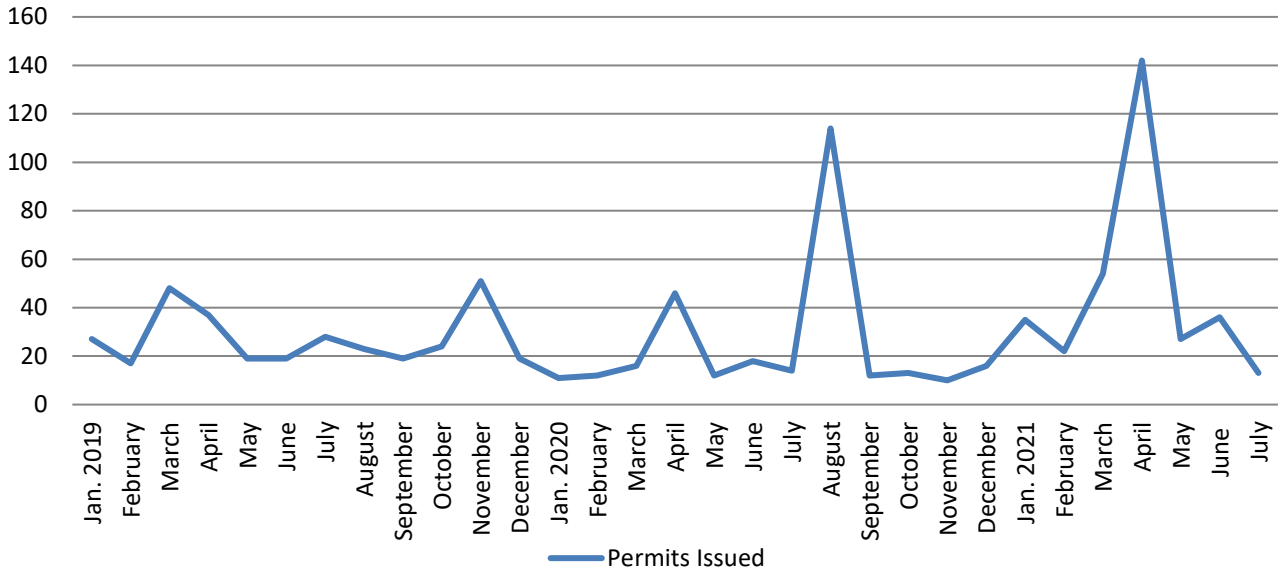


Through 06/30/2021

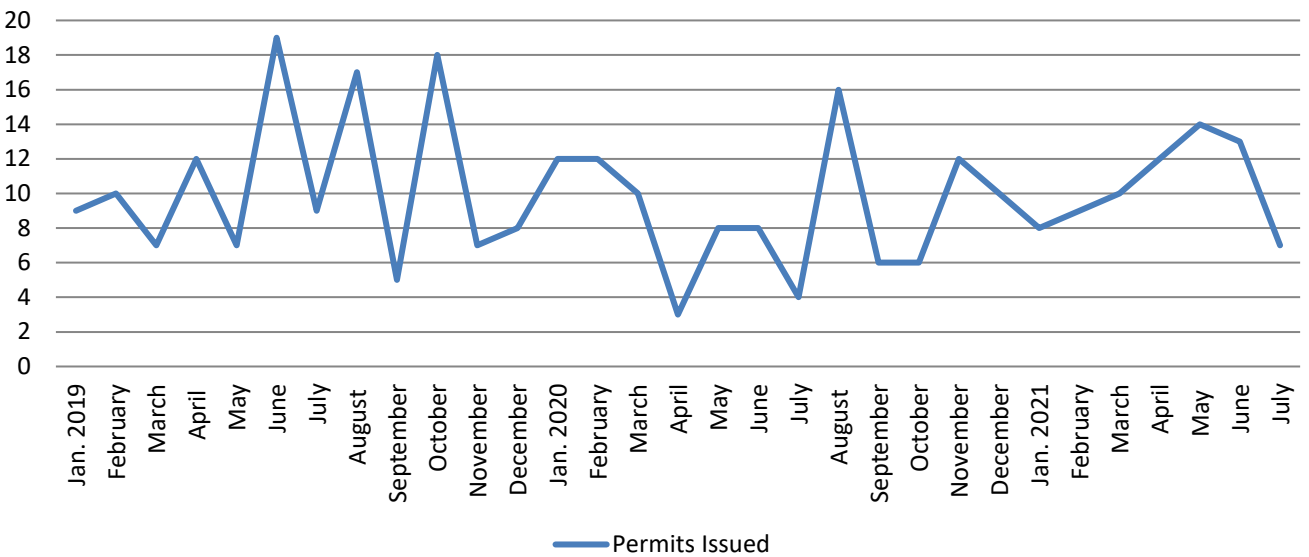
All Revenue Per Month



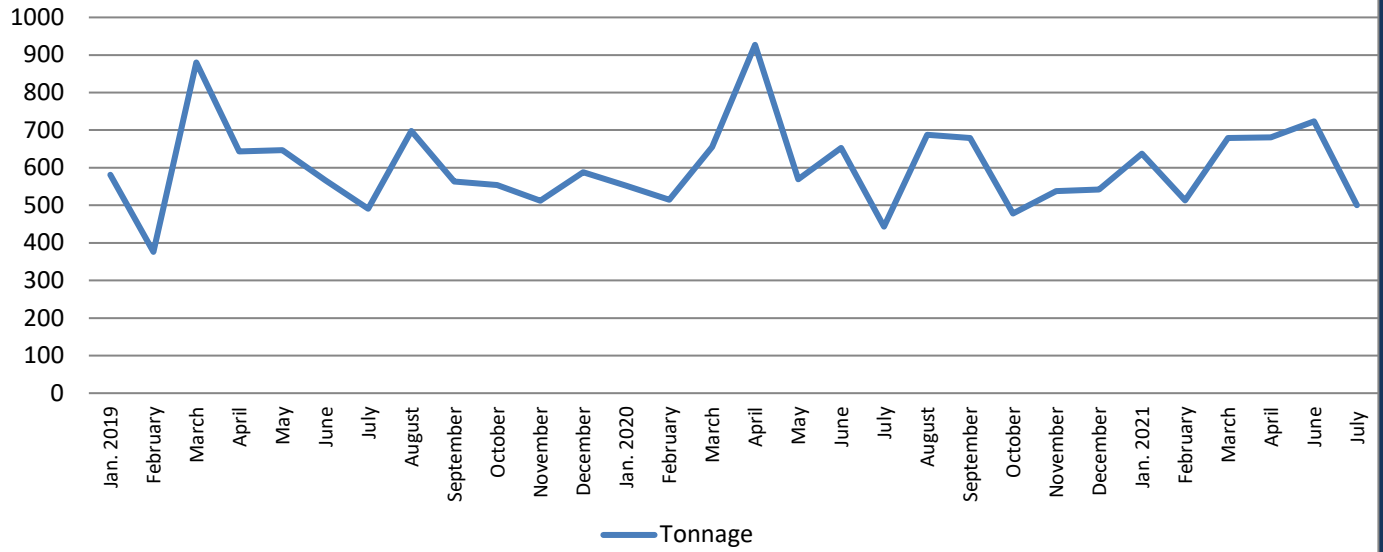
SINGLE-FAMILY HOME BUILDING PERMITS ISSUED



COMMERCIAL BUILDING PERMITS ISSUED

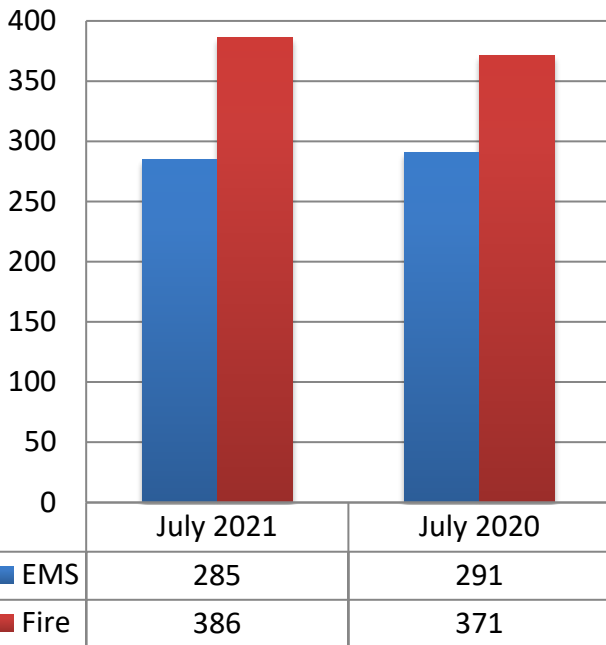


TRANSFER STATION TONNAGE COLLECTION

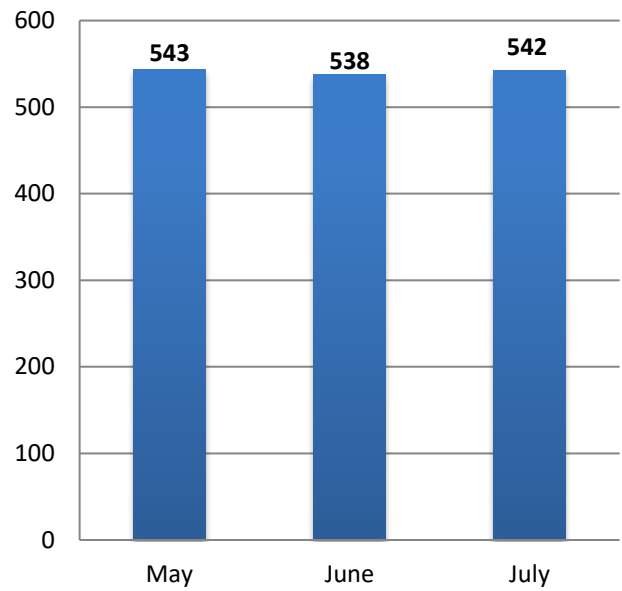


Transfer Station numbers were unavailable for May 2021.

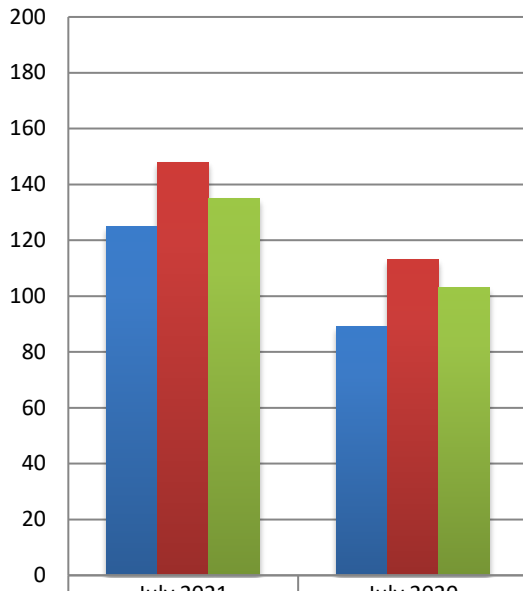
EMS/Fire Calls for Service



Number of County Employees

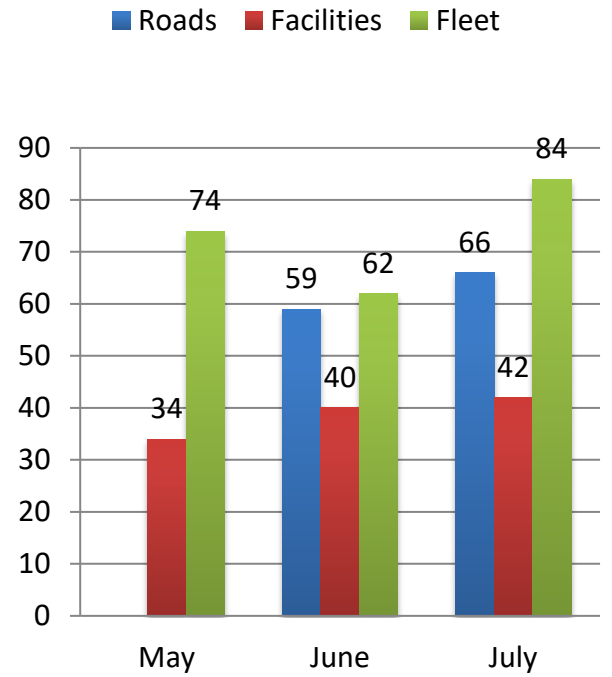


Inmate Population



Lowest Daily Count	125	89
Highest Daily Count	148	113
Daily Average	135	103

Repair Requests



Roads numbers were unavailable for May 2021.



Dawson County Board of Commissioners

Elections/Registrar Monthly Report – July 2021

- **New Applications/Transfers In: 250**
- **Changes/Duplicates: 173**
- **Cancelled/Transferred Out: 353** (248 cancelled thru the No Act for 2 General Election cleanup)
- **Total Processed: 776**

HIGHLIGHTS

Voter Registration Projects:

- Open positions filled; training underway with Voter Registration Specialist & Administrative Clerk respectively.
- Continual voter registration entry, scanning & filing daily.
- The second statewide voter registration cleanup is processed and mailed; the No Contact list maintenance process. These notices are being sent to voters who have not had any type of contact with election offices in at least 5 calendar years (O.C.G.A. 21-2-234). If a voter is mailed a No Contact notice, they must respond within 30 days to avoid being moved to inactive status. (Inactive status voters may still vote, if eligible, the vote “contact” would them active again). Dawson County has 282 contact notices mailed; \$138.18 postage (185,666 statewide).

Elections Projects:

- 2021 Election Calendar (remaining):
 - Municipal General Election November 2, 2021
 - Qualifying dates for two city council seats August 16-19 8:30-4:30 daily.
 - Voter registration cutoff October 5, 2021
 - Advance Voting October 12-29, 2021 8a-5p M-F
- Daily updates/checks to November Municipal General Election task list.
- Continuing to process SB 202 Omnibus Election Law; implementing necessary changes.
- Quarterly equipment battery charge complete.
- Continual clean up and equipment storage restructure.

Highlights of plans for upcoming month:

- Municipal candidate qualifying August 16-19, 2021 8:30-4:30 daily for Post 2 & 4 City Council seats.
- Budget 2022 presentation.
- Elections Coordinator will finalize election equipment training (4 classes).
- GAVREO (Georgia Voter Registration & Election Officials) conference is August 29-September 1, 2021. All certifications mandate annual 12-hour trainings in both voter registration and elections.
- Board of Elections & Registration monthly meeting scheduled for August 18, 2021 at 9:30 a.m. at 96 Academy Avenue.



Dawson County Board of Commissioners

Dawson County Emergency Services Monthly Report – July 2021

Fire Responses	MAY	JUNE	JULY		EMS Responses	MAY	JUNE	JULY		EMS Revenue		
2019	341	326	354		2019	260	259	289		2020	JUL	\$72,284.32
2020	320	343	371		2020	235	249	291		2021	JUL	\$78,949.72
2021	364	404	386		2021	268	278	285		9.22% increase from last year		

Plan Review and Inspection Revenue Total		Business Inspections Total	
		Final Inspections	Annual & Follow Up Inspections
County	\$2,950.00	6	96
City	\$.00	1	32

HIGHLIGHTS: Dawson County Emergency Services Projects			
Training Hours Completed by Staff	1984.07 hours	Fire Investigations	0
PR Detail	2	CPR Training per Individual	45
Smoke Detector Installations	1	Stop the Bleed Training per Individual	0
Search & Rescue	1	Child Safety Seat Installations	0
Swift Water /Water Rescue	0	Plan Reviews	11

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

Total Water Usage – 8,200 gallons			
Etowah Water	200 gallons	Pickens County	0 gallons
City of Dawsonville	0 gallons	Big Canoe	0 gallons
Forsyth County	0 gallons	Other	8,000 gallons



Dawson County Board of Commissioners

Facilities Monthly Report –July 2021

- **Total Work Orders: 42**
- **Community Service Workers: 3**

HIGHLIGHTS:

- *Had water heater replaced Fire Station #1
- *Met with Library staff to talk about major remodeling
- *Working with Townley to complete the berm @ Rock Creek
- *Working with Pro-Tec on major repairs on sprinklers/alarms on county buildings
- *Removed, sanded, painted and re-installed exterior doors @ Historic Courthouse
- *Had back flows installed on all county building in town



DAWSON COUNTY, GA

Where Quality of Life Matters

FACILITIES DEPARTMENT

MONTHLY REPORT

For Period Covering the Month of July 2021

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Added rock to islands in parking lot of Gov Center	Gov Center
2	Working on issues at Fire Station #8 and Senior Center	FS #8/Senior Center
3	Had water heater replaced Fire Station #1	FS #1
4	Repaired bay door Fire Station #2	FS #2
5	Worked on landscaping at Gov Center/Fire Station #2/Library	Gov Ctr/FS #2/Library
6	Met with Library staff to talk about major remodeling	Library
7	Working with Townley to complete the berm @ Rock Creek	Rock Creek
8	Working with Pro-Tec on major repairs on sprinklers/alarms	County Buildings
9	Had exterior doors repairs	New Senior Center
10	Removed, sanded, painted and re-installed exterior doors	Historic Courthouse
11	Evaluated four (4) companies for the installation of turf	Rock Creek Park
12	Had back flows installed on all county building in town	County Buildings
13	Worked on HVAC/Chiller	Gov Center
14	Had gate repaired	New Fleet/Public Works
15	Added cameras at Pavilion VMP and Rock Creek Park	VMP/Rock Creek Park
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26	Total Work Orders for the month = 42	Facilities
27	Total Community Service for the month = 3	Facilities

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

- Cutting of grass and landscape maintenance on all county properties
- Cutting of grass and landscape maintenance on all five (5) parks on the west side of county
- Cleaning of the new government center
- Emptying outside trash receptacles at county owned buildings
- Collecting and recycling of all county buildings, offices and facilities

Dawson County Board of Commissioners

Finance Monthly Report – July 2021

FINANCE HIGHLIGHTS

- **LOST Collections:** \$895,943 – up 24.84% compared to 2020
- **SPLOST Collections:** \$1,017,979 – up 24.84% compared to 2020; Total SPLOST VI projection of \$46 million reached in 2020; Total SPLOST VI collections: \$51,783,273
 - \$865,282– County Portion (85%)
 - \$152,697– City Portion (15%)
- **TAVT:** \$217,706 – up 12.6% compared to 2020
- **See attached Revenue and Expenditure Comparison for 2021**
- **Total County Debt:** \$2,467,813 (See attached Debt Summary)
- **Audit Status:** 2020 audit complete
- **EMS Billing Collections:** \$54,906 for June 2021; \$341,409 YTD
- **Budget Status:** FY 2022 Budget in process; Public budget hearings: August 23-27
- **Monthly Donations/Budget Increases:** \$41,002
 - 7 Fire Hydrants per BOC Approval (Fund Balance) - \$25,760
 - Passport Fees - \$5,740
 - Donations - \$9,502

PURCHASING HIGHLIGHTS

Formal Solicitations

- Construction Services for Comprehensive Security System Upgrade – Sheriff’s Office
- Design Build Services for River Park Canoe Launch Pad – Park & Rec
- Heavy Equipment Maintenance/Repairs - Fleet
- Comprehensive Upgrade of Security System
- Floor Replacement at Rock Creek Park Gym
- Single Restroom Addition at Splash Pad
- Artificial Turf at Rock Creek Park
- Batting Cage at Veterans Park

Informal Solicitations

- None

Quotes for less than \$25,000 this month

- Gasoline – Fleet Maintenance
- Diesel – Fleet Maintenance
- Vehicle Equipment for HEAT Units – Sheriff’s Office
- Lawn Maintenance for Gateway/Roundabouts – Public Works
- Design/Engineering Services for Thompson Bridge Realignment – Public Works

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

- None

Pending Projects

- Unified Solution for Inmate Communication
- Awaiting Delivery of New Vehicles

Work in Progress

- Land Use Resolution Update
- 400 Overlay Update
- 53 Overlay
- Energov Update
- Road Rehabilitation

Future Bids

- Install Soil Vapor Extraction System at Closed Landfill
- Annual Service Maintenance Contracts
- Inmate Banking/Commissary

Future Bids – SPLOST VI

- Pothole Patching Machine – Roads
- Water Filtration System for DCGC & DCSO – Facilities
- 2021 Capital & SPLOST Projects

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

- None

Budget to Actual

	Actual at 6/30/2021	Percent of Budget Actually Collected/ Expended	2021 BOC (2) Approved Budget	Over(Under) Approved Budget	Percentage Over(Under) Approved Budget
Revenue	\$ 14,249,022	44.74%	\$ 31,847,993	\$ (17,598,971)	-55.26%
Expenditures	13,410,297	42.11%	31,847,993	(18,437,696)	-57.89%
	<u>\$ 838,725</u>	<u>2.63%</u>	<u>\$ -</u>	<u>\$ 838,725</u>	<u>2.63%</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 6/30/2021 because revenue collections are 30 days behind. The LOST revenues for the month of June 2021 were received in July 2021.

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

\$ 30,788,031	Original Budget
\$ 151,209	Carryover Balances
\$ 1,941	January
\$ 44,412	February
\$ 249,377	March
\$ 340,272	April
\$ 231,749	May
\$ 41,002	June
	July
	August
	September
	October
	November
	December
<u>\$ 31,847,993</u>	Revised Budget

**ACTUAL COMPARISON
JANUARY - DECEMBER 2021**

MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec*	YTD
2020 REVENUE	1,270,151	2,149,916	2,256,958	1,984,127	2,046,586	2,284,093	2,423,070	2,467,239	2,841,996	6,357,842	2,624,293	4,138,047	32,844,319
2021 REVENUE	1,241,090	2,358,206	2,399,317	2,824,690	2,662,284	2,763,436							14,249,022
% CHANGE	-2%												-57%
2020 EXPENSE	1,891,343	3,111,473	2,310,296	1,947,487	1,975,746	2,299,611	2,239,179	1,380,393	2,517,171	3,109,636	2,113,825	3,386,130	28,282,290
2021 EXPENSE	1,985,299	2,033,313	2,512,686	2,275,690	2,273,529	2,329,779							13,410,297
%CHANGE	5%												-53%
2021 Total Rev-Exp	\$ (744,209)	\$ 324,892	\$ (113,370)	\$ 548,999	\$ 388,755	\$ 433,657	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 838,725

REVENUE
YTD 2020 11,991,831
YTD 2021 14,249,022
% Changed 18.82%

EXPEDITURES
YTD 2020 13,535,955
YTD 2021 13,410,297
% Changed -0.93%

*NOTE: Adjustments will be made during the year-end close out. The actual revenue and expenditure totals are subject to change pending normal year-end adjustments such as accruals and results of the audit.

DAWSON COUNTY LOST COLLECTION ANALYSIS

LOST COLLECTIONS BY SALES MONTH	2020									2021								
	2020 LOST			TAVT \$			TOTAL OF LOST & TAVT			2021 LOST			TAVT \$			TOTAL OF LOST & TAVT		
	\$ CHANGE	%CHANGE	TAVT	CHANGE	% CHANGE	TAVT	\$ CHANGE	% CHANGE	TAVT	\$ CHANGE	%CHANGE	TAVT	CHANGE	% CHANGE	TAVT	\$ CHANGE	% CHANGE	
JANUARY	585,076	14,660	2.57%	197,780	77,111	63.9%	782,856	91,771	13.28%	693,527	108,451	18.54%	190,308	(7,472)	-3.8%	883,834	100,979	12.90%
FEBRUARY	535,152	4,785	0.9%	162,878	66,319	68.7%	698,029	71,104	11.3%	669,451	124,300	23.23%	181,007	18,129	11.1%	840,458	142,429	20.40%
MARCH	546,172	(61,078)	-10.1%	163,568	57,003	53.5%	709,740	(4,076)	-0.6%	819,160	272,988	49.98%	246,536	82,968	50.7%	1,065,696	355,956	50.15%
APRIL	511,547	(172,733)	-25.2%	103,305	(56,401)	-35.3%	614,852	(229,134)	-27.1%	854,327	342,780	67.01%	218,835	115,530	111.8%	1,073,162	458,310	74.54%
MAY	645,955	(36,605)	-5.4%	164,494	58,439	55.1%	810,449	21,833	2.8%	896,340	250,384	38.76%	218,332	53,839	32.7%	1,114,672	304,223	37.5%
JUNE	717,680	69,992	10.8%	193,280	54,739	39.5%	910,959	124,731	15.9%	895,943	178,263	24.84%	217,706	24,427	12.6%	1,113,649	202,690	22.3%
JULY	707,901	(4,797)	-0.7%	171,205	12,706	8.0%	879,106	7,908	0.9%									
AUGUST	1,046,184	403,971	62.9%	171,212	14,294	9.1%	1,217,396	418,265	52.3%									
SEPTEMBER	739,021	83,636	12.8%	173,450	23,718	15.8%	912,471	107,354	13.3%									
OCTOBER	771,452	99,518	14.8%	185,115	27,059	17.1%	956,567	126,577	15.3%									
NOVEMBER	839,832	61,344	7.9%	181,214	52,912	41.2%	1,021,046	114,256	12.6%									
DECEMBER	1,015,493	77,095	8.22%	190,308	41,699	28.1%	1,205,801	118,794	10.9%									
Prorata Distribution(June)	606	(2,684)	-81.6%	0	0		606	(2,684)										
Prorata Distribution (Dec.)	1,100	(1,135)	-50.8%	0	0		1,100	(1,135)		1,144	538	88.7%						
TOTAL	\$ 8,663,171	\$ 535,967		\$2,057,809			10,720,980	\$966,700		\$ 4,819,891	\$ 1,277,703		\$1,272,724			6,091,472	\$1,564,586	

FY21 LOST & TAVT	6,091,472
FY20 LOST & TAVT	10,720,980
FY19 LOST & TAVT	9,755,416
FY18 LOST & TAVT	\$8,871,741
FY17 LOST & TAVT	\$8,094,043
FY16 LOST & TAVT	\$7,147,120
FY15 LOST & TAVT	7,024,812
FY14 LOST & TAVT	6,771,602
FY13 LOST & TAVT	6,287,973
FY12 CONVERTED	5,763,005
FY12	5,632,027
FY11	5,244,606
FY10	4,939,542
FY09	4,789,221
FY08	5,015,881
FY07	5,621,760
FY06	5,608,446
FY05	4,426,013
FY04	3,527,663

BELOW FIGURES INCLUDE TAVT CALCULATIONS

FY20 ACTUAL TO DATE	\$3,541,582
FY21 ACTUAL TO DATE	\$4,819,891
\$ DIFFERENCE	1,278,310
% DIFFERENCE	36.09%

FY20 ACTUAL TO DATE	\$4,526,886
FY21 ACTUAL TO DATE	\$6,091,472
\$ DIFFERENCE	1,564,586
% DIFFERENCE	34.56%

SPLOST 6

SPLOST COLLECTIONS BY SALES MONTH	Total Actual	Total Actual	Total Actual	Total Actual	Total Actual	Total Actual	County	City	%	Total Actual	County	City	%	2021	2021 Actuals
	2015	2016	2017	2018	2019	2020	(85%)	(15%)	Change 2020	2021	(85%)	(15%)	Change 2021	Projections	vs. Projections
JANUARY		458,716	502,157	604,751	648,202	659,726	560,767	98,959	1.78%	787,979	669,783	118,197	19.44%		Total SPLOST VI projection of \$46 million reached in 2020
FEBRUARY		474,268	514,143	521,238	602,699	607,910	516,724	91,187	0.9%	749,380	636,973	112,407	23.27%		
MARCH		561,400	608,288	703,497	688,532	616,984	524,437	92,548	-10.4%	930,667	791,067	139,600	50.84%		
APRIL		561,619	601,645	657,805	777,630	581,347	494,145	87,202	-25.2%	970,671	825,071	145,601	66.97%		
MAY		570,679	636,807	719,926	775,252	733,999	623,899	110,100	-5.3%	1,018,430	865,666	152,765	38.75%		
JUNE		582,823	660,473	675,757	735,862	815,415	693,103	122,312	10.8%	1,017,979	865,282	152,697	24.84%		
JULY	579,906	591,982	698,736	753,150	809,891	819,086	696,223	122,863	1.1%		-	-	-100.0%		
AUGUST	537,416	549,012	645,796	690,198	728,964	1,188,750	1,010,438	178,313	63.1%		-	-	-100.0%		
SEPTEMBER	552,590	580,089	682,219	665,171	743,147	839,517	713,589	125,928	13.0%		-	-	-100.0%		
OCTOBER	543,321	613,703	623,291	797,261	762,365	876,561	745,077	131,484	15.0%		-	-	-100.0%		
NOVEMBER	678,241	710,648	826,862	830,759	882,055	954,260	811,121	143,139	8.2%		-	-	-100.0%		
DECEMBER	771,324	807,105	910,697	958,016	1,065,726	1,153,910	980,823	173,086	8.3%		-	-	-100.0%		
Prorata Distribution (June)	2,318	1,707	1,031	2,607	3,739	687	584	103	-81.6%	1,304	1,108	196	89.7%		
Prorata Distribution (Dec.)		1,135	959	4,753	2,542	1,248	1,061	187	-50.9%		-	-	-100.0%		
SPLOST Jet Fuel Tax (July)				2,861											
TOTAL	6,708,332	\$7,064,885	\$7,913,104	\$8,587,749	\$9,226,607	\$9,849,401	\$8,371,991	\$1,477,410		\$5,476,412	\$4,654,950	\$821,462		-	

2015 \$ 3,665,116
 2016 \$ 7,064,885
 2017 \$ 7,913,104
 2018 \$ 8,587,749
 2019 \$ 9,226,607
 2020 \$ 9,849,401
 2021 \$ 5,476,412

Total SPLOST 6 Collections to date: \$51,783,273

DAWSON COUNTY
DEBT SCHEDULE
7/31/2021

DEBT DESCRIPTION	BANK/PAYEE	CURRENT SOURCE OF PAYMENT	DEBT ORIGINATION DATE	DUE DATE OF FINAL PMT	PRINCIPAL BAL AT 12/31/2020	NEW LOANS IN 2021	2021 PMTS TO DATE		BALANCE DUE	PENDING 2021 PAYMENTS		PROJECTED BAL AT 12/31/2021	NOTES
							PRINCIPAL	INTEREST		PRINCIPAL	INTEREST		
2012 EWSA Bonds	Community & Southern Bank	General Fund	5/14/2012	3/1/2027	2,475,000.00	-	275,000.00	36,630.00	2,200,000.00	-	32,560.00	2,200,000.00	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.
Fire Pumper Truck	BB & T	SPLOST VI	1/12/2018	1/12/2025	330,100.39		62,287.89	9,605.92	267,812.50			267,812.50	Pumper was purchased January 2018. First annual payment from SPLOST VI paid Jan 12, 2019. Annual Payments made in January each year.
Totals					\$ 2,805,100.39	\$ -	\$ 337,287.89	\$ 46,235.92	\$ 2,467,812.50	\$ -	\$ 32,560.00	\$ 2,467,812.50	



Dawson County Board of Commissioners

Fleet Maintenance and Fuel Center Monthly Report – July 2021

FLEET

- **Preventative Maintenance Performed: 30**
- **Tires Mounted: 18**
- **Repair Orders Completed: 84**
- **Labor Hours: 196.25**
- **Labor Cost Savings: \$ 10,793.75**
(Comparison of the Fleet Maintenance rate of \$25.00 per labor hour to outsourced vendors rate of \$80.00 per labor hour)
- **Parts Cost Savings: \$ 2,963.53**
(Comparison of Dawson County's parts discounts to outsourced markup; average 20%)
- **Total Cost Savings for July: \$ 13,757.28**

FUEL CENTER

- **Average Fuel Center Price Per Gallon:**
Gasoline: \$ 2.42
Diesel: \$ 2.38
- **Fuel Center Usage - Dawson County and Board of Education**
Gasoline: 11,889.9 gallons; 921 transactions
Diesel: 3,820.5 gallons; 106 transactions
- **Fuel Center Usage - Etowah Water and City of Dawsonville**
Gasoline: 1,429 gallons; 66 transactions
Diesel: 550.3 gallons; 19 transactions
- **Revenue from Etowah Water and City of Dawsonville: \$ 98.97**

HIGHLIGHTS

- Fleet Services continues to clean by sanitizing all commonly used areas.
- Fleet has received several new county vehicles we've ordered with a few we're still waiting on due to shortages and other things.



Dawson County Board of Commissioners

Human Resources Department Key Indicator Monthly Report – July 2021

POSITION CONTROL

- Positions approved by BOC: 605
- # of filled F/R Positions: 298
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 19
- # of filled P/R Positions: 89
- # of filled P/T Positions: 77
- # of Supplemental Positions: 59
- # of Vacant Positions: 65
- #of Frozen Positions: 27
- % of Budgeted/Actual Positions: 89.31%

ADDITIONAL INFORMATION

- FMLA/LOA/Military tracking: 0/0/2
- Unemployment Claims received: 0
- Property & Liability Claims: 5
- Worker's Compensation Claims: 3
- Performance Evaluations received: 0

HIGHLIGHTS

Positions Advertised/Posted: 7

- Emergency Services—Firefighter/Paramedic (Full Time) – 0
- Emergency Services – Firefighter/Paramedic (Part Time) -- 0
- Emergency Services – Firefighter/EMT (Full Time) -- 3
- Public Works – Roads Operator I – 2
- Facilities – Building Maintenance Mechanic – 2
- Facilities – Part Time Custodian – 3
- Sheriff's Office – Detention Officer – N/A
- General Application – 0

Applications Received: 10

New Hires added into system: 11

- Carolyn Edge – Emergency Services – FT Firefighter/EMT
- Nicholas Morfa – Emergency Services – FT Firefighter/EMT
- Johnny Irvin – Emergency Services – FT Firefighter/EMT
- Sean Cowan – Emergency Services – PT Firefighter/EMT
- Debra Vaughn – Board of Elections & Registration – Voter Services Specialist
- Grant Shope – District Attorney – Assistant District Attorney
- Jean Maryanski – Planning Commission – Alternate Board Member
- Seth Stowers – Planning Commission – Alternate Board Member
- Austin Harmon – Planning Commission – Alternate Board Member
- Susan Smith – Sheriff's Office – E911 Communications Officer
- Dominick Doyle – Sheriff's Office – Detention Officer
-

Termination/Resignation/Retirement Processed: 9

- Frank Abercrombie – Board of Equalization – Board Member
- Nancy Claudette Williams – Board of Equalization – Board Member
- Linda Moore – Elections & Reg. – Poll Worker
- Randall Dickerson – Facilities – Building Maintenance Mechanic
- Dennis Anderson – Emergency Services – PT FF/Paramedic
- Brock Johnson – Public Defender – Asst. Public Defender
- Stephen Daniel Hollaway – Sheriff's Office – Detention Officer
- Medrano Marcela – Sheriff's Office – Detention Officer
- Jeff Sosebee – Sheriff's Office – Patrol Captain

Promotions: 2 Transfers: 1 Re-Classed: 3 Personnel Updates: 3

Additional Highlights July:

Completed Annual Open Enrollment For health benefits.

Imported health premium deduction information from NFP to the HR system. Worked closely with Harris computer to design and implement a script to accept the file from NFP for the importation of the information. This resulted in improving the time the annual input of health deduction data took from approximately 3-4 days to 2-7 minutes. This change will also be used to import and export data between Dawson County and NFP on a bi-monthly basis resulting in saved labor costs and an increase of accuracy. This change benefited all Dawson County employees.



Dawson County Board of Commissioners

Information Technology – July 2021

- **Calls for Service:121**
- **Service Calls Completed: 121**

Highlights

- Budget Completed
- Reviewed county-wide backup procedures and options
- DCSO & Jail wiring for wireless access points
- DCSO & Jail wireless access point upgrades
- Rock Creek security camera wiring and additional cameras
- Veterans Park wiring and cameras at new pavilion



Dawson County Board of Commissioners

Planning and Development Monthly Report – July 2021

	JAN	FEB	MAR	APR	MAY	JUN	JUL	TOTAL
BUILDING PERMITS	85	58	84	177	62	76	38	580
HOUSE	35	22	54	142	27	36	13	329
GARAGE - POLE SHED	10	6	0	4	6	7	2	35
STORAGE BUILDING	0	0	1	0	3	3	1	8
ADDITIONS/REMODELS	10	10	8	8	5	8	2	51
FARM BUILDING	3	0	0	0	0	0	6	9
RETAIL - COMMERCIAL	8	9	10	12	14	13	7	73
MISC	19	11	11	11	7	9	7	75
MULTI - FAMILY	0	0	0	0	0	0	0	0
MOBILE HOME	5	1	2	1	0	3	1	13
ELECTRICAL	70	55	76	182	58	72	35	548
PLUMBING	48	34	63	148	41	48	23	405
HEATING & AIR	47	29	63	145	40	56	21	401
ZONING/VARIANCES	5	12	2	3	3	3	2	30
PLAN REVIEW - PLATS	5	2	2	11	8	10	2	40
PLAN REVIEW - SITE	2	1	11	5	10	7	6	42
PLAN REVIEW - BUILDING	8	7	4	9	8	3	3	42
PLAN REVIEW - SIGN	2	7	7	5	7	9	6	43
GRADING PERMITS-FULL	8	8	5	10	10	6	4	51
GRADING PERMITS-AGRI	1	0	0	0	0	0	0	1
BUSINESS LICENSE	293	173	267	154	155	199	164	1405
SIGNS	2	5	6	10	6	9	6	44
SHORT-TERM RENTAL	4	2	2	2	7	5	4	26
BED & BREAKFAST	0	0	0	0	0	0	0	0
PARADE/ASSEMBLY	0	0	0	2	0	0	0	2
TIMBER HARVESTING	1	0	0	0	0	0	0	1

- **Impact Fee Collection**

- July Residential: \$30,806.52
- July Commercial: \$117.78
- YTD 2021: \$839,157.09

- **Revenue**

- Planning
 - July 2021: \$46,076.09
 - YTD 2021: \$647,291.82
- Business Licenses
 - July 2021: \$24,421.94
 - YTD 2021: \$230,535.87

As of July 2021	2020	2021	%
	PERMITS	PERMITS	2020 to
BUILDING PERMITS	357	580	62%
HOUSE	129	329	155%
GARAGE-POLE SHED-BARN	24	35	46%
STORAGE BUILDING	12	8	-33%
ADDITIONS/REMODELS	44	51	16%
FARM BUILDING	6	9	50%
RETAIL-COMMERCIAL	57	73	28%
MISC.	85	75	-12%
MULTI-FAMILY	0	0	0%
MOBILE HOME	8	13	63%
ELECTRICAL	290	548	89%
PLUMBING	192	405	111%
HEATING & AIR	188	401	113%
ZONING/VARIANCES	22	30	36%
PLAN REVIEW - PLATS	49	40	-18%
PLAN REVIEW - SITE	7	42	500%
PLAN REVIEW - BUILDING	34	42	24%
PLAN REVIEW - SIGN	14	43	207%
GRADING PERMITS-FULL	33	51	55%
GRADING PERMITS-AGRI	1	1	0%
BUSINESS LICENSE	1287	1405	9%
SIGNS	29	44	52%
SHORT-TEM RENTAL	19	26	37%
BED & BREAKFST	0	0	0%
PARADE/ASSEMBLY	0	2	200%
TIMBER HARVESTING	1	1	0%

Marshal's Office 2021 Monthly Report

Activity	January	February	March	April	May	June	July	August	September	October	November	December	Total Activities or Revenues
Animal Control Cases	23	22	45	23	35	54	43						245
Animal Bites Investigated	1	2	4	4	1	1	5						18
Animals Quarantined	1	2	4	3	1	1	4						16
Animals Taken to DC Humane Society	13	11	48	13	28	56	34						203
Animal Control Citations Issued	0	0	2	3	0	0	0						5
Animal Control Court Cases	0	2	0	1	1	1	0						5
Code Compliance Cases	26	20	17	17	16	40	27						163
Erosion Site Visits	4	4	5	4	5	4	5						31
Code Compliance Citations Issued	0	0	1	2	7	1	0						11
Non-Conforming Signs Removed, Signage letters sent, Warning issued	0	42	0	60	6	10	0						118
Open Records Requests	1	2	2	3	2	2	2						14
Code Enf. Cert. Sent or Hand delivered	8	6	5	12	8	8	3						50
Alcohol Visits/Vape Audit Site Visits	0	0	28	4	0	1	19						52
Alcohol Pouring Permits Issued	39	30	67	28	18	33	48						263
Alcohol Phone Calls or e-mails	0	0	5	0	0	4	32						41
Certified Business Letters Mailed	2	5	3	0	2	10	3						25
Code Compliance Court Cases	0	0	0	37	2	2	0						41
Short term Rental Letters Sent	4	6	4	6	4	6	4						34
Short Term Rental Renewals	3	3	0	1	1	3	3						14
New Short Term Rentals	1	1	2	1	1	2	1						9
Sign Reviews Conducted	1	7	4	17	11	8	6						54
Signs Purchased	1	5	3	10	6	9	6						40
Monthly Short-term Rental Revenues	800.00	800	400	400	1200	1000	800						\$ 5,400.00
Monthly Donation Box Revenues	0.00	100	0	0	0	0	0						\$ 100.00
Monthly Excise Tax Revenues	\$ 39,012.8	40110.91	51308.03	48776.75	51702.32	55250.75							\$ 286,161.53
Monthly Pouring Permit Revenues	670.00	600.00	1340.00	540.00	360.00	660.00	960.00						\$ 5,130.00
Monthly Magistrate Revenues	0.00	100.00	0.00	150.00	450.00	324.00	0.00						\$ 1,024.00
Monthly Marshal's Revenues, (STOP WORK, Dangerous Dog, etc., APPEALS)	200.00	0.00	300.00	200.00	0.00	0.00	400.00						\$ 1,100.00
Monthly Sign Revenues	150.00	1050.00	900.00	1614.43	900	73	350.00	921.00					\$ 6,885.43



Dawson County Board of Commissioners

Parks and Recreation Monthly Report – July 2021

- **Youth Sports Participants:**
 - July 2021: 1,071 – down 44.5% compared to same month last year
 - YTD 2020: 18,866– up 155.0% compared to last year
- **Facility Rentals/Bookings/Scheduled Use:**
 - July 2021: 5,339 – up 24.7% compared to same month last year
 - YTD 2020: 40,545 – up 329.9% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - July 2021: 1,751 – up 126.8% compared to same month last year
 - YTD 2020: 11,537 – up 186.8% compared to last year
- **Total Customers Served:**
 - July 2021: 8,161 – up 16.9% compared to same month last year
 - YTD 2020: 70,948 – up 240.3% compared to last year

HIGHLIGHTS

Park Projects:

- A flood control berm is being redesigned at Rock Creek to help with flooding on soccer fields.
- Two of the soccer fields at Rock Creek will be turfed this fall.
- Rock Creek Rec. Center will be getting new floors throughout the building (excluding the gyms).

Athletic and Program Summary:

- Adult Boot Camp, Krav Maga, Pickleball, Tai Chi, Tennis clinics, Water Aerobics, Volleyball lessons, Yoga continue to go well.
- A new class is being added into the programs schedule at Rock Creek: Irish Dance
- Travel Team activities continue to go well.
 - 15 total teams registered (baseball, softball, basketball)
- Pickleball open play continues to go well. When weather cooperates, most of the players use the outdoor courts.
- Water Aerobics classes have been going well, with record numbers.
- The pool at Veterans Memorial Park and the splash pad at Rock Creek continue to stay busy.
- Summer tennis continues to go well, with maxed out sessions.

- Summer camps finished up July 22, 2021 – all camps went really well.
- The final Party at the Pool free swim event was held July 14, 2021 and went great!

On the Horizon:

- Fall baseball, softball, t-ball walk-in registration is scheduled for August 2-9, 2021 at Rock Creek.
- The final Water Aerobics session for this year begins August 3, 2021.
- The EPIC Day program will continue each month, with the next one scheduled for August 19, 2021.



Dawson County Board of Commissioners

Public Works Monthly Report –July 2021

Work orders: 66 as of July 28th
Gravel: (GAB and Rip Rap) 669 tons
Limb ROW: 0.8 miles
MOW ROW: 253.350 miles

Solid waste: 500.33 tons
Recycling: 19.42 tons
Recycling Tires: 10.94
Recycling Scrap Metal: 11.46

Rock Creek Berm Project:

Construction of the berm at Rock Creek is moving forward with final earthwork being completed to the site. Within the next two weeks final paving and landscaping will be applied to the earthen berm. A portion of the walkway is still closed to thru citizens. A clear path around the berm is still accessible for citizens to regain access back on the track after the posted closure signs.

Lumpkin Campground Round About:

All utility relocation has been completed and construction may now commence for the proposed RAB. The first phase of construction begins with a portion of Lumpkin Campground that must be closed for removal and installation of a CONTECH arch culvert system. A traffic detour plan was submitted to Dawson County from Vertical Earth for review and approval. This detour plan was reviewed by Dawson County Public Works, Forsyth County, and GDOT. After comments, recommendations, and revisions message boards were installed in the locations of the approved detour plan to give citizens two weeks' notice prior to the closure of the portion of Lumpkin Campground Rd. Additional detour signs will be added prior to the closing by Vertical Earth. The portion of the Lumpkin Campground will be closed beginning August 10th 2021 and continuing to possibly October 6th 2021. (Weather permitting). Public Works has worked closely with Public Relations to adequately communicate the closure to the citizen of Dawson County.

Rock Creek Park Restrooms

Robertson Loyla Roof Architects submitted to the county a design for the new restroom addition, after review, it was determined that additional pages and details will be necessary before we release the project for bid. After meeting with Duane Roof, Dawson County should have a revised set of plans by next week for review

Rock Creek Park Turf Soccer Field

On July 16th the RFP opening was held for the proposed two turf fields at Rock Creek Park. Dawson County received four contractors for the project. The contractor packets will now go through the evaluation system set up by the purchasing department.

Fire Station 2 Sanitary Sewer

Materials for the sanitary sewer are onsite and construction is ready to begin, the county will coordinate with Townley Construction for an estimated start date

Dawson Forest/53 Round About

Public Works has received three quotes for the realignment of Thompson Creek Park Rd. these quotes have been turned over to purchasing for the issuance of the PO and design services can commence for the project.

The design services include: the proposed realignment of Thompson Creek Park Rd, meets and bounds for ROW acquisition from Judd Hughes, Stormwater, utility, erosion control plans. Once design has been completed Dawson County will begin the permitting process and release the IFB

Shoal Creek/136 Round About

A meeting was held with SEI and GDOT with the design of the RAB, GDOT did have some comments and some additional revisions that needed to be made before final submittal the plans to GDOT. The plans will be submitted to GDOT within the next month. It was made clear during the meeting that GDOT will only assist in permitting and ROW along 136 only. Dawson County will fully fund this project design, ROW acquisition, and construction. This project will be a SPOLST funded project.

Rock Creek River Canoe Put In

A mandatory ~~prebid~~ meeting will be held on Monday August 2nd for the project. This project is a design build project. Details of what county staff is proposing includes, concrete walls, wingwalls, and ramp leading to the edge of the Etowah River, fencing, and relandscaping of the put in.



Dawson County Board of Commissioners

Dawson County Senior Services Monthly Report – July 2021

SENIOR CENTER

- **Home Delivered Meals Served**
 - July 2021: 2,191
 - YTD 2021: 15,327
- **Congregate Meals Served**
 - July 2021: 430
 - YTD 2021: 2,647
- **Physical Activity Participation** (Tai Chi, Silver Sneakers, Yoga, individual fitness)
 - July 2021: 538
 - YTD 2021: 1,601
- **Lifestyle Management Participation** (Awareness, Prevention, Virtual Learning)
 - July 2021: 963
 - YTD 2021: 4,386

TRANSIT

- **DOT Trips Provided**
 - July 2021: 146
 - YTD 2021: 933
- **Senior Trips Provided**
 - July 2021: 491
 - YTD 2021: 2,353
- **# of Miles**
 - July 2021: 6,781
 - YTD 2021: 39,622
- **Gallons of Fuel**
 - July 2021: 811
 - YTD 2021: 4,253

LOST and SPLOST Collections

Local Option Sales Tax (LOST) collections are up 24.91% for the same month in 2020 and up 36.11% for year to date. Special Purpose Local Option Sales Tax (SPLOST) collections are up 24.84% for the same month in 2020. Total SPLOST VI collections (July 2015 to present) are \$51,783,273.

**Please note this SPLOST payment is the final tax distribution under SPLOST VI. Next month's payment will be the first distribution received under SPLOST VII.*

June collections received in July are as follows:

LOST	\$896,340
SPLOST	\$1,017,979
County (85%)	\$865,282
City (15%)	\$152,697

Items Approved by the County Manager or Chief Financial Officer Since Last Report

Government Flooring	Parks & Recreation	Material/Labor for LVT Flooring at the Rock Creek Park Administration Building	IFB	Contract	\$39,555.86	Funding Source – Parks & Recreation Approved SPLOST VI Funds
Smart Communications	Sheriff's Office	Unified Solution for Inmate Communication	RFP	Contract	Up to \$90,000 Commission Fee Revenue Annually to the Inmate Welfare Fund	Funding Source – Inmate Welfare Revenue Fund

Nextran Truck Center	Public Works	Mack Pinnacle PI64T Day Cab Tractor	Cooperative Agreement	Purchase Order	\$133,173	Funding Source – Public Works Approved SPLOST VI Funds
Patrol Upfitters	Sheriff's Office	Upfit Sheriff's Tahoe with Equipment	Cooperative Agreement	Purchase Order	\$10,270.44	Funding Source – Sheriff's Office Approved SPLOST VI Funds