

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA - THURSDAY, JULY 14, 2016
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00 PM**

NEW BUSINESS

1. Presentation of request to add a full-time Appraiser III position – Mike Wenson and Chief Appraiser Kurt Tangel
2. Presentation of Bid #280-16 RFP State Route 53 Overlay District Development & Design Guidelines - Planning Director Rachel Burton

To view the solicitation documents click [here](#).

3. Board Appointment:
 - a. Dawson County Library Board of Trustees
 - i. Mary Tanner- *Replacing Angela Harben* (Term: July 2016 through June 2020)
4. Presentation of 2016 Millage Rate and Property Tax - Chairman Mike Berg
5. County Manager Report
6. County Attorney Report

**DAWSON COUNTY BOARD OF COMMISSIONERS
SPECIAL CALLED MEETING AGENDA
THURSDAY, JULY 14, 2016
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00PM**

A. ROLL CALL

B. EXECUTIVE SESSION

Backup material for agenda item:

1. Presentation of request to add a full-time Appraiser III position – Mike Wenson and Chief Appraiser Kurt Tangel



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Tax Assessors Office

Work Session: 07/14/2016

Prepared By: Mike Wenson & Kurt Tangel

Voting Session: 7/21/2016

Presenter: : Mike Wenson & Kurt Tangel

Public Hearing: Yes _____ No x

Agenda Item Title: Request to add an Appraiser III full time position

Background Information:

See Attached

Current Information:

See Attached

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
100	1550	511100			15,000	

Recommendation/Motion: Move to increase budget \$15,000 for fiscal year 2016.

Department Head Authorization: [Signature]

Date: 7/5/16

Finance Dept. Authorization: _____

Date: _____

County Manager Authorization: _____

Date: _____

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

HB202 and effect on the Dawson County Assessors Office

HB202 was passed in the spring of 2015 and contained 49 pages of legislation. The primary focus of the bill was to "provide for the comprehensive revision of provisions regarding ad valorem taxation, assessment, and appeal". This bill contained three different effective dates for defined sections of the bill. The bill adds significant responsibilities and potential consequences to the Assessor's office:

- 1. The new legislation has a requirement for the Assessors office to produce documents or information in 10 days if the appellant makes the request as defined in HB202 (Currently timeframe is 20 days).*
- 2. The Office now has a 180 day requirement to forward all appeals to the hearing choice of the appellant. In recent years the time to forward these appeals has been between 210 – 240 days.*
- 3. The new legislation allows more appellants to qualify for a Hearing Officer appeal. The value threshold for a Hearing Officer appeal was lowered to \$750,000 from 1 million. HB202 also allows the appellant to combine accounts to reach the \$750,000 threshold.*
- 4. Arbitration appeals can now proceed to Superior Court. Previously arbitration appeals were binding without the option to continue.*
- 5. A new 45 day time limit was placed upon the Assessors to accept or reject appraisals submitted with an appeal to the BOE (Board of Equalization). Previously the law only required us to consider information supplied by the appellant.*
- 6. Additionally HB202 requires that the office send all notices revolving around an appeal to the taxpayer, agent and attorney. Previously our responsibility was to only the individual representing the parcel that was appealed.*
- 7. The new legislation now requires us to provide specific information after we have forwarded the appeal if requested as defined in HB202 within seven days of our hearing. Prior to HB202 this was not a requirement.*
- 8. Additional time constraints have been added to the appeals that to go to arbitration.*
- 9. The Tax Assessors office must now notify the tax payer and everyone involved, with an appeal to Superior court of the "Settlement Conference" and court fees within 45 days. The new legislation also says the settlement conference must be within 30 days of our notification. Previously this was not a requirement.*

The majority of these additional responsibilities and potential consequences were to become effective January the 1st 2016. It is our understanding, that the 2016 effective date was put in place so as to give the counties time to adjust their budgets to fulfill their new obligations. During the 2016 budget process we requested an additional employee to meet these new obligations. At that time there was an expectation that the 2016 legislative session would bring changes to HB202 because of the strain it was placing on local governments, the Georgia Department of Revenue and the fact it did not pass with an overwhelming majority. Based on that expectation we agreed that we would hold off on the request to add the additional head until the legislature met to revise HB202. This unfortunately did not happen during 2016 legislative session. Without this additional head we will not be able to comply with HB202.

The new employee being requested by the Assessors office is essential to negotiate and resolve appeals, along with keeping up with all necessary time lines and documentation required from HB202.

ORIGINAL



Justin Power
Clerk of Superior and Juvenile Courts
Dawson County

25 Justice Way, Suite 1302
Dawsonville, GA 30534

Phone (706) 344-3510
Fax (706) 344-3511

June 26, 2015

Mr. Kurt Tangel, Chief Appraiser
25 Justice Way, Suite 1201
Dawsonville, Ga. 30534

RE: House Bill 202/Board of Equalization

Dear Mr. Tangel,

I would like to take this opportunity to express my appreciation for your professionalism and the expedient manner in which we are able to schedule Board of Equalization appeals. In the past few years, we made tremendous steps toward hearing each appeal during the same year appealed. However, even with our best efforts, that was not the case for 2014 and I am concerned we will have even more rollover in 2015 appeals. Our citizens and property owners expect and deserve a hearing of their property tax appeal as quickly as possible. It is not unreasonable to expect the hearing to be in the same year in which it was appealed.

Anticipating more appeals in 2015 and based on the new provisions of HB 202, it is my opinion you need additional staff to prepare appeals, so we can continue to serve the citizens in a more efficient manner.

Sincerely,

Justin Power
Clerk of Superior and Juvenile Courts

Backup material for agenda item:

2. Presentation of Bid #280-16 RFP State Route 53 Overlay District Development & Design Guidelines - Planning Director Rachel Burton

To view the solicitation documents click [here](#).



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Planning & Development

Work Session: 07/14/2016

Prepared By: Davida Simpson, Purchasing Director

Voting Session: 07/21/2016

Presenter: Rachel Burton, Planning Director

Public Hearing: Yes No

Agenda Item Title: Presentation of Bid #280-16 RFP State Route 53 Overlay District Development & Design Guidelines

Background Information:

The Board of Commissioners approved funds in the FY2016 budget for this project. This is a multi-year project and will go over the bid threshold over the lifetime of the contract. Currently, there is a GA400 Corridor Guidelines but they do not extend down SR 53. Having the guidelines will enable the County to be proactive in development and safeguard our unique community resources such as our rural, historic and scenic areas. A corridor study was conducted in 2005 but it was not completed due to budget restraints. Adoption of a SR 53 Corridor Overlay has been included in the Capital Improvement Element (CIE) since 2011, contained in the Comprehensive Plan since 2006 and has been included in the budget since 2015.

Current Information:

Three (3) proposals were received and evaluated. All three firms were interviewed and ranked. Staff is recommending the most responsible, responsive bidder B+C Studio who scored the highest and had the lowest price proposal.

Budget Information: Applicable: Not Applicable:

Budgeted Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
100	7410	521200-000	\$14,000	\$14,000	\$15,000	-\$1,000

Recommendation/Motion: Staff respectfully requests the Board to award #280-16 RFP State Route 53 Overlay District Development & Design Guidelines to the most responsive, responsible bidder, B+C Studios from Atlanta, GA, in the amount of \$46,000 over a three year period and accept the contract as submitted.

Department Head Authorization: Rachel Burton, Planning Director

Date: 07/05/2016

Finance Dept. Authorization: Vickie Neikirk

Date: 07/06/2016

County Manager Authorization: Randall Dowling

Date: 07/08/2016

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Bid documents can be found at www.dawsoncounty.org > Bids & RFPs> Under Evaluation, Exhibit A is the RFP, Exhibit B is the pricing, contract and presentation attached.

SR53 Overlay District Development & Design Guidelines Bid #280-16 RFP

WORK SESSION JULY 14, 2016



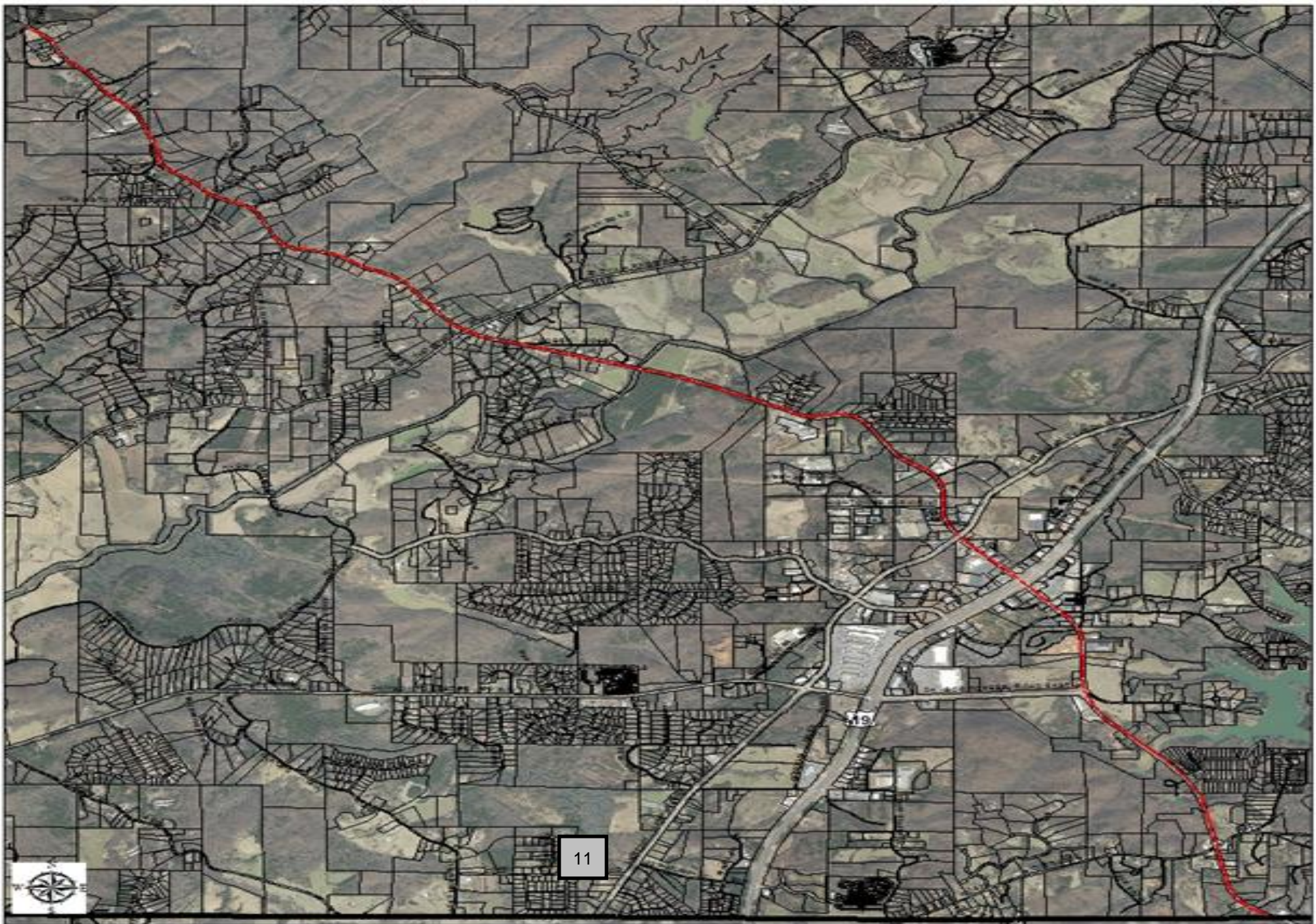
Overlay History

- ▶ The Board of Commissioners approved funds in the FY2016 budget for the study
 - ▶ FY2016 - \$14,000; FY2017 - \$7,500; FY2018 - \$7,500
 - ▶ Total Budget: \$29,000
- ▶ Project has been included in the budget since 2015
- ▶ Included in the CIE beginning in 2011
- ▶ SR 53 Overlay District is included in the Comprehensive Plan beginning in 2006
- ▶ The original corridor study was prepared in 2005 by The Jaeger Group
 - ▶ The overlay district was not completed due to budget constraints and has remained dormant since that time
 - ▶ Considered a secondary project to the GA400 Corridor Guidelines
 - ▶ An updated study is needed since the data has drastically changed in the last 11 years

Background

- ▶ Project has been made a priority by administration
- ▶ Area has been identified as a corridor targeted for more intense use by commercial developers
- ▶ Areas vary in use: commercial, rural, historic, and residential
- ▶ The intent is to preserve our community resources such as the historic, rural and scenic areas while balancing the benefits of economic development in order to maintain the high quality of life of the residents.
- ▶ SR 53 begins at the Dawson/Forsyth county line and extends for approximately 8 miles to Perimeter Road at the Dawsonville City limits

STATE ROUTE 53



Scope of Work

Vendor to provide all labor, materials, resources, and related services to:

- ▶ Create a **vision** for the ultimate physical development of the corridor including illustrated best practices for design standards that establish aesthetic guidelines for corridor development.
- ▶ Develop **goals, objectives** and **strategies** for implementation of the vision.
- ▶ Develop **design standards** for the corridor based on the adopted Dawson County Comprehensive Plan, adopted Development and Design Guidelines of the GA 400 Corridor, preferences of key stakeholders for corridor aesthetics and best practices within Dawson County.
- ▶ Develop a “State Route 53 Corridor Overlay District,” along with necessary amendments to the zoning ordinances and subdivision regulations to carry out the **sustainable development vision**.

Scope of Work – Cont'd.

- ▶ Develop and build **consensus** around the development vision with **key stakeholders** including **residents, businesses, property owners, citizens** and **elected officials** through **open meetings and Public Hearings**.
- ▶ Identify **opportunities** for proposed enhancements to beautify the corridor and **improve heritage tourism** while providing regulatory measures to **protect** the historic and scenic qualities of the corridor.
- ▶ Ensure **compatibility** with the Development and Design Guidelines of the GA 400 Corridor and include similar guidelines appropriate for the unique nature of the 53 Corridor.

Methodology

Phase 1 – Year 1	Phase 2 – Year 2	Phase 3 – Year 3
<p>Data Gathering Kickoff Meeting Staff's vision & goals for Corridor Refine Corridor width and termini Research history Public outreach GDOT design requirements Stakeholder input</p>	<p>Assessment & Planning Develop corridor plan and vision Define the district and produce code compatible language Create node plans Identify opportunities for heritage tourism Develop goals and objectives Draft foundational economic development recommendations</p>	<p>Project Implementation Action plan summary Regulatory coordination and review for compatibility Agency coordination Schedule Evaluation review of initial projects Security/Stewardship: Corridor security and safety, economic benefits, maintenance, education and promotion</p>
<p>Benchmarking Identify local, regional and national examples Extract and benchmark desirable standards</p>	<p>Standards & Planimetrics Draft corridor standards: Roads & Streets, site design standards, site amenities, landscaping, lighting, signage, building construction standards and sustainable maintenance requirements Draft code language and zoning sections: Definitions, design review committee, affirmations and applicability, review process and application procedure, variance procedure, incentives, appeals procedure and interpretations, violations, enforcement and penalty provisions</p>	<p>Revisions (as needed) Incorporation of pilot project input Revisions to documents Amendments to zoning documents Final Publication</p>
<p>Corridor Inventory Identify corridor environmental constraints & characteristics Determine transportation uses and traffic patterns Determine corridor demographics and usage trends Identify historic and cultural resources Identify key nodes and intersections, opportunities and development trends</p>		

IFB vs RFP

Given the nature of the project, qualifications must be provided for vendors completing work. Qualifications and methodology were driving force in this bid. Technical requirements made up 80% of the scoring criteria while pricing made up 20%. Based on these factors, the Request for Proposal method was selected as the best approach to this solicitation.

IFB – Invitation for Bid

- ▶ Price is driving force
- ▶ Must go with low bid unless legal justification/rationalization

RFP – Request for Proposal

- ▶ Price may be a factor
- ▶ Other criteria more important than price (technical requirements)
- ▶ Must award bid to the most responsible (can do work), responsive (met requirements & criteria) bidder – best score

Acquisition Strategy & Methodology

- ▶ Advertised in Legal Organ
- ▶ Posted on County Website
- ▶ Posted on GLGA Marketplace
- ▶ Posted on Georgia Procurement Registry
- ▶ Emailed notification through vendor registry
- ▶ Notification through County's Facebook and Twitter accounts
- ▶ Notification through Chamber of Commerce
- ▶ Notified previous vendors
- ▶ Emailed standby services vendors and other interested parties
- ▶ **Held an optional pre-proposal meeting May 13, 2016 – 3 attendees**
- ▶ **3 proposals received**

Evaluation Committee

- ▶ Rachel Burton, Planning & Development Director
- ▶ Niki McCall, Zoning Administrator
- ▶ Lisa Henson, Parks & Recreation Director
- ▶ David McKee, Public Works & SPLOST Director
- ▶ Davida Simpson, Purchasing Director (facilitator)

Evaluation Criteria

Company	Points Allowed	B+C Studio	The Jaeger Company	AMEC, Foster & Wheeler
Company Background and Structure, Staff Qualifications & Licenses/Certificates	25	22	24	24
Statement of Qualifications	25	21	24	22
Approach to Scope of Work & Methodology	10	8	10	8
Similar Work Experience & References	20	15	19	17
Price Proposal	20	16	12	17
TOTAL POINTS	100	82.00	89.00	88.00
INTERVIEW	+25	24.75	14.75	12.25
FINAL SCORING	+25	106.75	103.75	100.25

Pricing

Company	Pricing Phase 1 - Year 1	Pricing Phase 2 - Year 2	Pricing Phase 3 - Year 3	Other Fees	Total Pricing
B+C Studio	\$15,000	\$25,000	Hourly – Estimated NTE \$6,000/year	\$0.56/mile \$51/day	\$46,000
AMEC, Foster Wheeler	\$10,000	\$20,000	\$20,000	\$1,200 travel & per diem	\$51,200
The Jaeger Group	1A - \$19,760 1B - \$11,650	2A - \$27,390 2B - \$17,310	3A - \$20,580 3B - \$29,510	\$0.59/mile \$35/day	\$126,200

- All vendors provided rates for continuing services once plan is adopted
- Phase price varies since each vendor decides tasks to be completed and schedule
- All vendors reported project would be more efficient completed in less than 3 years but pricing would not change

Vendor Discussion

B+C Studio

- ▶ Established in 2001
- ▶ Staff of 14
- ▶ Specialize in Landscape Architecture, Urban Design & Planning
- ▶ Planning focus for local government planning, design and economic development initiatives
 - ▶ City of Oakwood Master Plan and Overlay District Design Guidelines
 - ▶ Multiple park and related public projects
 - ▶ Commercial developments
 - ▶ Gateway designs: Norcross, Morrow, Smyrna & East Point
 - ▶ Greenway Corridors: Proctor Creek (west side of Atlanta)

Recommendation

Staff respectfully requests the Board to award #280-16 RFP State Route 53 Overlay District Development & Design Guidelines to the most responsive, responsible bidder, B+C Studios from Atlanta, GA, in the amount of \$46,000 and accept the contract as submitted.

DAWSON COUNTY, GEORGIA

PROFESSIONAL SERVICES AGREEMENT
CONTRACT NO.: BID #280-16 RFP STATE ROUTE 53 OVERLAY DISTRICT
DEVELOPMENT & DESIGN GUIDELINES

THIS AGREEMENT between Dawson County, Georgia (hereinafter referenced as the “County”) and B+C Studio, Inc (hereinafter referenced as the “Consultant”) is hereby made and entered into this 21st day of July 2016 for professional services described in this Agreement.

In consideration of the mutual promises, covenants, and payment set forth herein and for other good and valuable consideration, the County and Consultant agree to perform in accord with the terms of this Agreement.

1. **Contract**

The Contract between the County and the Consultant, consists of the Contract Documents and shall be effective on the date this Agreement is executed by the last party to execute it. If any items in the Contract conflict with the State of Georgia law, law of the State of Georgia shall prevail.

This Agreement shall terminate absolutely and without further obligation at such time as appropriated and otherwise unobligated fund are no longer available to satisfy the obligations of the County under this Agreement.

2. **Definitions**

The following terms shall have the following meanings whether in the singular or in the plural:

2.1 *Agreement Execution.* The Agreement Execution means the date both parties execute this Agreement.

2.2 *Contract.* The word contract has the identical meaning as the word Agreement.

2.3 *Contract Documents.* The contract documents consist of this Agreement between the County and the Consultant, the request for proposals, addenda issued before the execution of this Agreement, the Consultant’s statement of proposal and required response forms, change order bids and modifications issued after execution of this Agreement, a written amendment to this Agreement signed by both parties, and a supplemental Agreement in the form of change work order signed by both parties.

2.4 *Contract Price.* The contract price means the total monies, adjusted in accordance with any provision set forth herein, payable to the Consultant pursuant to a change work order or a supplemental Agreement.

2.5 *Contract Time.* The contract time means the period of time stated herein for completion of work.

2.6 *Cost of Work.* The cost of work means the fixed price or estimated cost necessary to perform the work described in the scope of work or any change work order.

2.7 *County.* The County means Dawson County, Georgia, a political subdivision of the State of Georgia.

2.8 *Deliverables.* Deliverables means all reports, drawings, plans, designs, and other documents prepared by the Consultant identified in the scope of work as deliverable to the County.

2.9 *Drawings.* The drawings shall be the graphic and pictorial portions of the contract documents whether completed or partially completed.

2.10 *Liaison.* Liaison means the representative of the County who shall act as a liaison between the County and the Consultant for all matters pertaining to this Agreement including review of Consultant's plans and work.

2.11 *Project.* Project means a task or set of tasks assigned pursuant to a Change Work Order.

2.12 *Specifications.* Specifications mean the written technical provisions including all appendices thereto, both general and specific, which form part of the contract documents.

2.13 *Sub-consultant.* A sub-consultant means any person, firm, partnership, joint venture, company, corporation or entity with an Agreement with the Consultant or Consultant's sub-consultants to provide part of the work required by a change work order.

2.14 *Change Work Order.* A Change Work Order shall mean a written order to the Consultant executed by the County, issued after execution of this Contract, authorizing and directing a change in the work or an adjustment in the Contract Price or the Contract Time. The Contract Price and the Contract Time may be changed only by Change Order.

2.15 *Work.* The work means any and all obligations, duties and responsibilities, including furnishing equipment, consulting, design, labor, and any other service or thing necessary to the successful completion of the project assigned to or undertaken by the Consultant under this Agreement or change work order.

3. **Compensation**

The County shall pay the Consultant the fee calculated in accord with "Exhibit A" and set forth in the project specified within as the Fee Proposal. The Consultant and County shall

periodically review project progress and schedules to insure timely completion of work and to determine the status of the estimated project budget.

The Consultant agrees that the Consultant shall not be compensated for customary overhead items that are not referenced within "Exhibit A". The parties agree that the County shall review and approve any proposed billing rate adjustments of the Consultant before any such billing rate adjustment shall be implemented.

The County reserves the right to insert a liquidated damages provision in any change work order.

4. **Scope of Services**

The Consultant shall provide professional services to the County. These services will be provided as determined by the circumstances and requests of the County. The general consulting services to be provided to the County include, but are not limited to, the following services: State Route 53 Overlay District Development and Design Guidelines.

5. **Personnel, Sub-Consultants and Suppliers**

Terms of Subcontracts. All sub-contracts and purchase orders with sub-consultants shall afford Consultant rights against the sub-consultant that correspond to those rights afforded to the County against the Consultant in accord with the terms of this Agreement, including the right to suspend or terminate the sub-contract. Further, the parties hereto agree that no relationship of agency or employment or otherwise shall be created between the County and any sub-consultant of the Consultant, and the Consultant shall insert a provision to this effect within all sub-contracts between the Consultant and any sub-consultant.

The Consultant shall remain responsible to the County for all acts, defaults, omissions or negligence of the Consultant's sub-consultants and suppliers.

6. **Personnel**

The Consultant shall employ and assign only qualified and competent personnel to perform any service or task involved in the Project. The Consultant shall designate one such person as a Project Manager, and the Project Manager shall be deemed to be the Consultant's authorized representative, who shall be authorized to receive and accept any and all communications from the County.

The Consultant hereby agrees to replace any personnel or sub-consultant at no cost or penalty to the County, if the County reasonably determines that the performance of any personnel sub-consultant is unsatisfactory.

7. **Notice of Personnel Changes**

The Consultant key personnel identified within the statement of qualifications/proposal shall not be changed or substituted without the prior written approval of the County.

8. **Warranty of Workmanship**

The Consultant warrants and guarantees to the County that all services furnished under the terms hereof shall be competent and that all materials furnished shall comply with the terms of the Project scope. The Consultant shall use that degree of skill and care ordinarily exercised under similar conditions by reputable members of Consultant's profession practicing in the same or similar locale at the time of performance and in compliance with the Project at issue.

9. **Payment to the Consultant**

The County shall pay to the Consultant on the basis of an executed task work order, and all invoices submitted by the Consultant shall be detailed to reflect the hours per task by personnel category and employee name at the billing rates referenced in "Exhibit A" and incorporated herein by reference. The billing rate shall include any other direct expenses. The Consultant shall not be entitled to payment for overtime. Invoices shall be paid per County policies and procedures, which is typically 30 calendar days from receipt. If any dispute arises regarding an invoice, then the Consultant may separate the disputed portion of the invoice and resubmit the undisputed portion of the invoice, which will be paid pursuant to County policies and procedures. The disputed portion of the invoice shall be paid upon resolution of the dispute. After completion by the Consultant of the work, the County shall pay the Consultant all outstanding invoices. The Consultant agrees that acceptance of final payment shall be full and final settlement of all claims against the County for work completed or performed, materials furnished, costs incurred, or otherwise arising out of a change work order, and shall release the County from any claim from the Consultant resulting from such change work order and project.

10. **Changes in Work and Extensions of Time**

County's Right to Order Changes. The County may unilaterally make changes in the services or the work within the general scope of the project, which may consist of additions, deletions or revisions. Any such change shall be communicated by change order.

11. **Claims by the Consultant**

The Consultant shall initiate a Notice of Claim or dispute against the County arising out of or related to this Contract or any change work order issued pursuant to this contract through a written notice submitted to the County. Such written notice shall be received by the County no later than fourteen (14) days after the event or the first appearance of the circumstances causing the claim and shall set forth in detail all known facts and circumstances supporting the claim. The Consultant hereby agrees and acknowledges that if the Consultant fails to provide written notice of a claim as set forth herein, then such failure shall constitute a waiver of any claim for additional compensation or time extension related thereto.

12. **Suspension & Termination**

If the County directs a suspension of performance because of no fault of the Consultant, then the County agrees to pay the Consultant as full compensation for such suspension the Consultant's reasonable costs actually incurred and paid costs, of demobilization and remobilization, preserving and protecting work in place, and storage of materials or equipment purchased for the project.

If the County lifts the suspension of performance, then the County shall notify the Consultant in writing, and the Consultant shall promptly resume performance of the work order unless the Consultant has exercised its right of termination.

13. **Termination by Consultant**

The Consultant may terminate this Agreement with the County by providing thirty (30) calendar days written notice. The Consultant shall continue until completion of any outstanding work orders or other ongoing projects unless otherwise agreed by the County, even if the Consultant must work to extend beyond the effective date of termination.

14. **Termination by the County**

The County may for any reason terminate performance under this Agreement by the Consultant for convenience. The County shall given written notice of such termination to the Consultant specifying when termination becomes effective, which shall be a minimum of thirty (30) days from the written notice.

Within sixty (60) days after the effective date of a termination for convenience by the County, the Consultant shall submit a termination claim to the County specifying the amount due. If the Consultant fails to complete a proper termination claim within sixty (60) days as set forth herein, then any claim for any sum due shall be deemed waived and no further sum shall be due the Consultant.

15. **Termination by the County for Cause**

If the Consultant persistently or repeatedly refuses or fails to pursue the work in a timely manner or to supply properly skilled workers or proper equipment or materials or if the Consultant fails to make prompt payment to sub-consultants for materials or labor or persistently disregards laws, ordinances, rules, regulations or order of any public authority having jurisdiction over the work or if the Consultant violates a material provision of this Agreement, then the County may by written notice to the Consultant terminate this Agreement. In such event, the Consultant shall not be entitled to receive any further payment until the work is completed. If the unpaid balance of the Agreement price exceeds the reasonable and necessary cost of finishing the work, then such excess amount shall be paid to the Consultant. However, if such costs exceed the unpaid balance, then the Consultant shall pay the difference to the County. This obligation for payment shall survive the termination of this Agreement.

16. **Indemnification**

The Consultant hereby agrees to indemnify and hold the County harmless from any and all claims, liability, damages, loss, cost and expense of every type whatsoever, including without limitation reasonable attorneys' fees and expenses in connection with the Consultant's performance of this Agreement, to the extent that the same results from the (1) negligent act, error or omission or willful misconduct of the Consultant, or (2) the breach by the Consultant of any material provision of this Agreement.

17. **Insurance**

The Consultant shall maintain in full force and effect at all times during the Contract period Comprehensive General Liability Insurance in an amount equal to at least \$500,000.00 per occurrence. The Consultant shall provide to the County Certificates of Insurance naming the County as additional insured party under the policy or policies of Comprehensive General Liability Insurance required.

The insurance policy or policies as aforesaid shall provide that thirty (30) days written notice be given to the County prior to cancellation thereof.

The Consultant shall maintain in full force and effect at all times during the Contract period Workers' Compensation Insurance as provided by Georgia law.

18. **Severability**

The parties agree that each of the provisions included in this Agreement is separate, distinct and severable from the other and remaining provisions of this Agreement, and that the invalidity of any provision shall not affect the validity of any other provision of this Agreement.

19. **Governing Law**

The parties agree that this Agreement shall be construed in accord with the laws of the State of Georgia and that venue for any dispute involving the terms of this Agreement shall be Dawson County, Georgia.

20. **Merger**

The parties agree that the terms of this Agreement, include the entire Agreement between the parties and that no other representation either oral or written may be used to contradict the terms of this Agreement. If there is any conflict between the terms of the contract documents, the latter shall prevail and take precedence.

21. **Notices**

Any notice to be given in accord with the terms hereof may be effected either by personal delivery, by registered or certified mail, postage prepaid with return receipt requested, or by recognized overnight delivery service. Notice shall be delivered as follows:

County:

Consultant:

22. **Condition Precedent – Litigation.**

The Consultant hereby agrees that as a condition precedent to the filing of any legal action against the County arising out of or related to this Agreement, the Consultant shall first provide the County thirty (30) days written notice of its intent to file such action. Such notice shall include an identification of the anticipated parties to the action and a description of all anticipated claims and causes of action to be asserted.

IN WITNESS WHEREOF, the parties have hereunto entered into this Agreement on the day and year first above written.

COUNTY:
DAWSON COUNTY, GEORGIA

CONTRACTOR:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

Attest:

By: _____

By: _____

Name: _____

Name: _____

Title: County Clerk

Title: _____

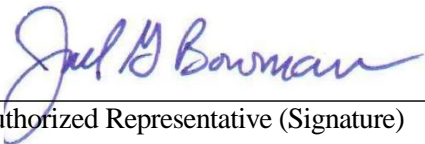


**280-16 RFP STATE ROUTE 53 OVERLAY DISTRICT DEVELOPMENT & DESIGN
GUIDELINES
VENDOR'S PRICE PROPOSAL FORM**

COMPANY NAME: B+C Studio

Provide all materials, equipment and labor needed to complete the Scope of Work as defined in the RFP.

Phase 1 – 2016	\$15,000
Phase 2 – 2017	\$25,000
Phase 3 - 2018	\$See Note
Travel/Per Diem	See Attached
Schedule	See Attached



 Authorized Representative (Signature)

5/26/16

 Date

Joel G. Bowman / President

 Authorized Representative/Title
 (Print or Type)

Note: Per RFP Section 11.D. Paragraph 3 "Dawson County is open to alternative solutions and methodology with regards to phasing, planning and implementation." Pricing annual lump sums for "pilot projects" is not congruent with the most common "pilot projects" implementation strategies we would use. Therefore, we are proposing a fee schedule and supplemental hourly fees for the initiation of pilot projects. See attached.

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR PROPOSAL

Vendors Price Proposal Supplement

Travel/Per Diem

The following are based on the GSA Rates

Daily Rate of	\$51 / Day
Breakfast –	\$11 / Meal
Lunch –	\$12 / Meal
Dinner –	\$23 / Meal
IE –	\$5 / Occurrence
Lodging –	\$89 / Night
Mileage –	\$0.56/per mile

Hourly Rates

Principal	\$150.00
Director/Senior Associate	\$135.00
Senior Landscape Architect/Planner	\$115.00
Landscape Architect	\$ 95.00
Landscape Designer/Drafter	\$ 85.00
Administrative	\$ 45.00

Backup material for agenda item:

3. Board Appointment:

a. Dawson County Library Board of Trustees

i. Mary Tanner- *Replacing Angela Harben* (Term: July 2016 through June 2020)

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 Co. Library Bd.

Name MARY L. TANNER

Home Address 38 AHALUNA PL - DAWSON Co.

City, State, Zip JASPER, GA 30143

Mailing Address (if different) 10392 BIG CANOE

City, State, Zip AS ABOVE

Telephone Number _____ Alternate Number _____

Fax Telephone Number _____

E-Mail Address _____

Additional information you would like to provide:

Signature Mary L. Tanner Date 6-20-16

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

Return to: Dawson County Board of Commissioners
Attn: County Clerk
25 Justice Way, Suite 2313
Dawsonville, GA 30533
(706) 344-3501 FAX: (706) 344-3889

Mary LaFavre Tanner

Married 60 years to James Tanner, retired Georgia Tech professor, we have 3 children and 8 grandchildren and 1 great grandchild

HS in Hollywood

Nursing School in Atlanta, GA

Georgia Baptist Hospital School of Nursing

Georgia State University School of Nursing

Worked as a nurse at the following institutions:

Emory University Hospital

Doctor's Hospital, Atlanta.

Georgia Tech Infirmary

Mountainside Hospital, Jasper, Ga.

Volunteered with following Organizations:

Atlanta Alzheimer's Day Care Center

Good Samaritan Clinic, Jasper

Good Shepherd Clinic, Dawsonville

Held office in community and social groups in various places I have lived.

Backup material for agenda item:

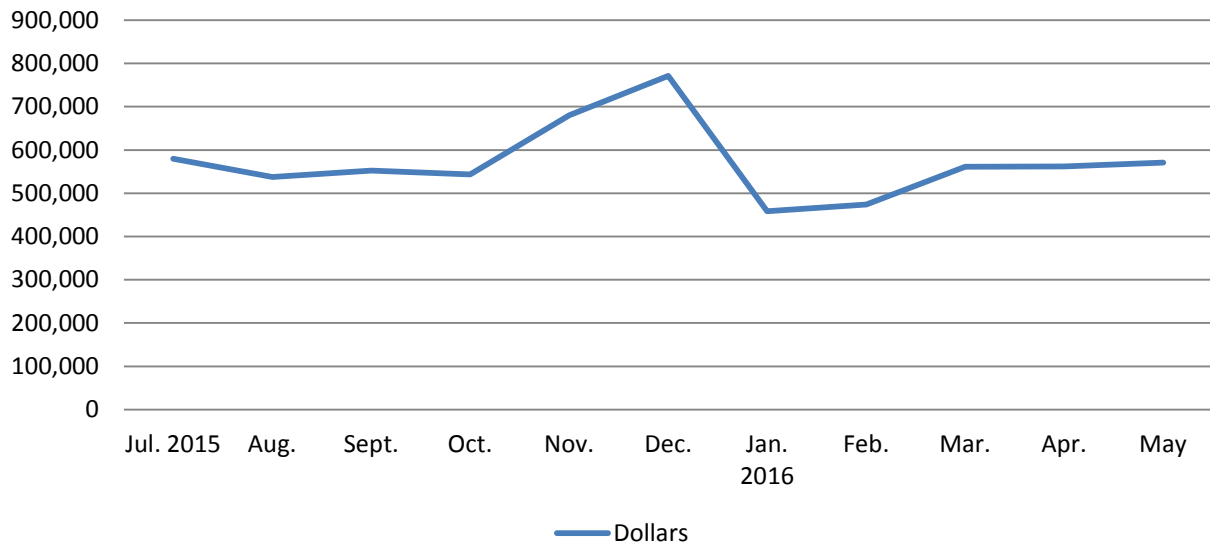
5. County Manager Report



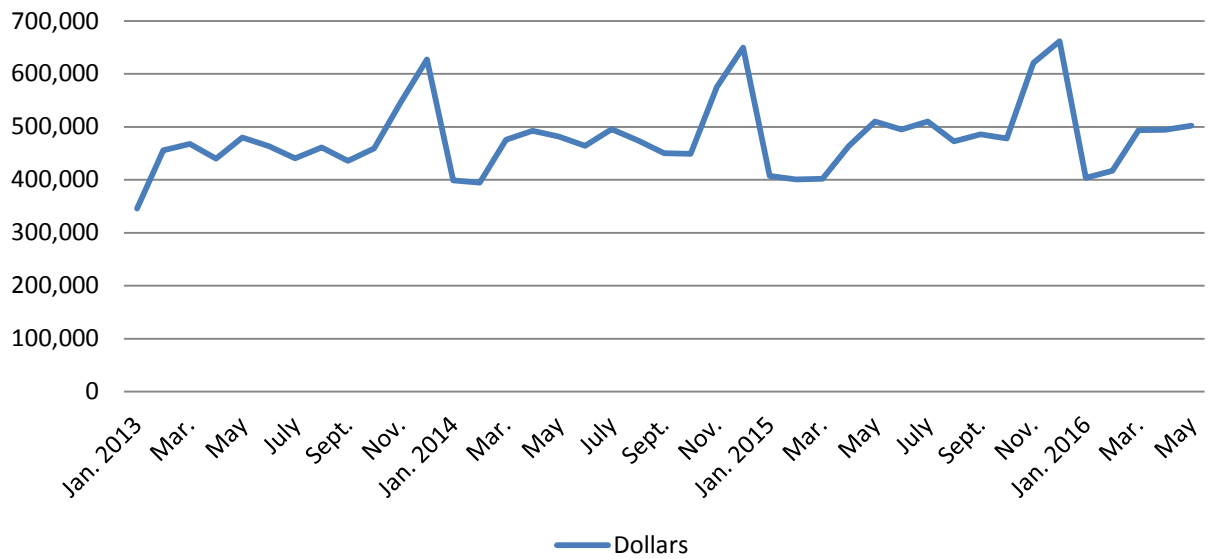
Key Indicator Report

June 2016

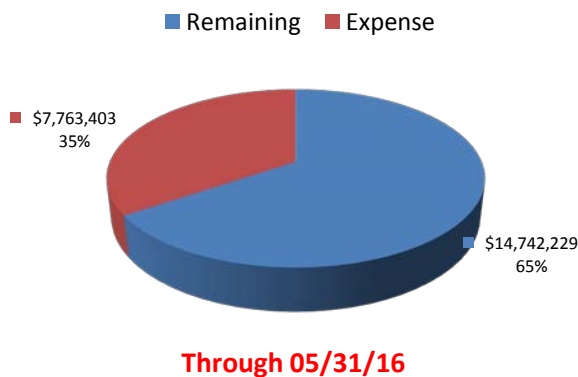
SPLOST VI COLLECTION CHART



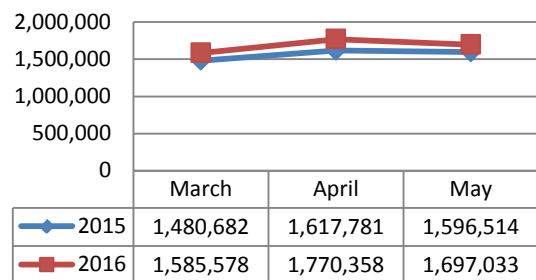
LOST COLLECTION CHART



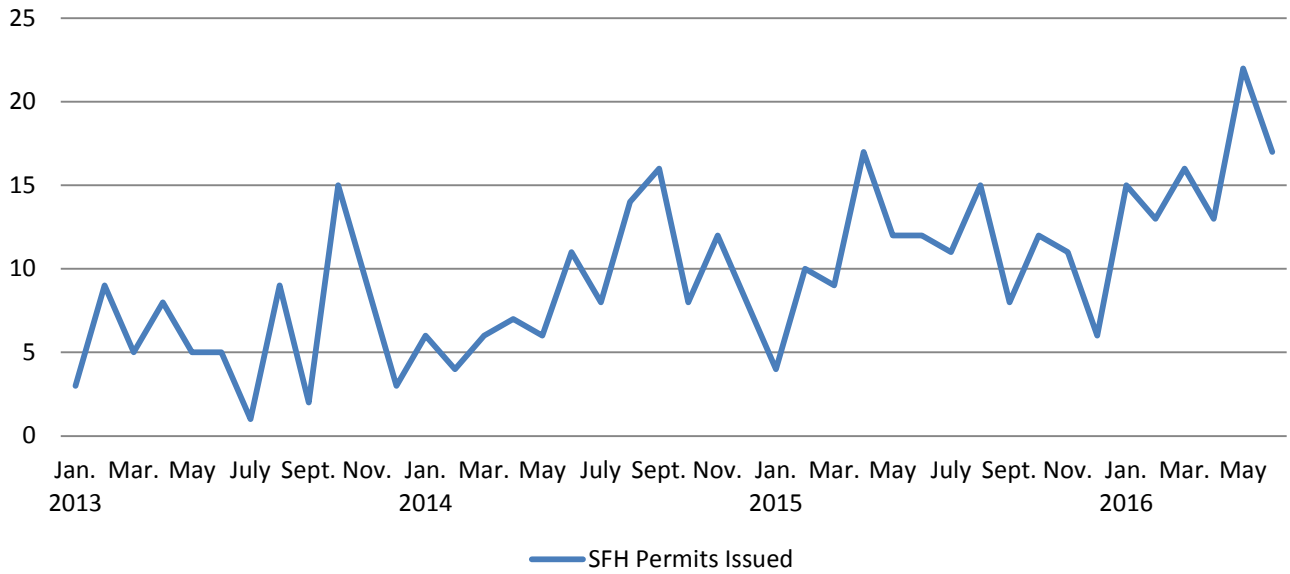
Budget



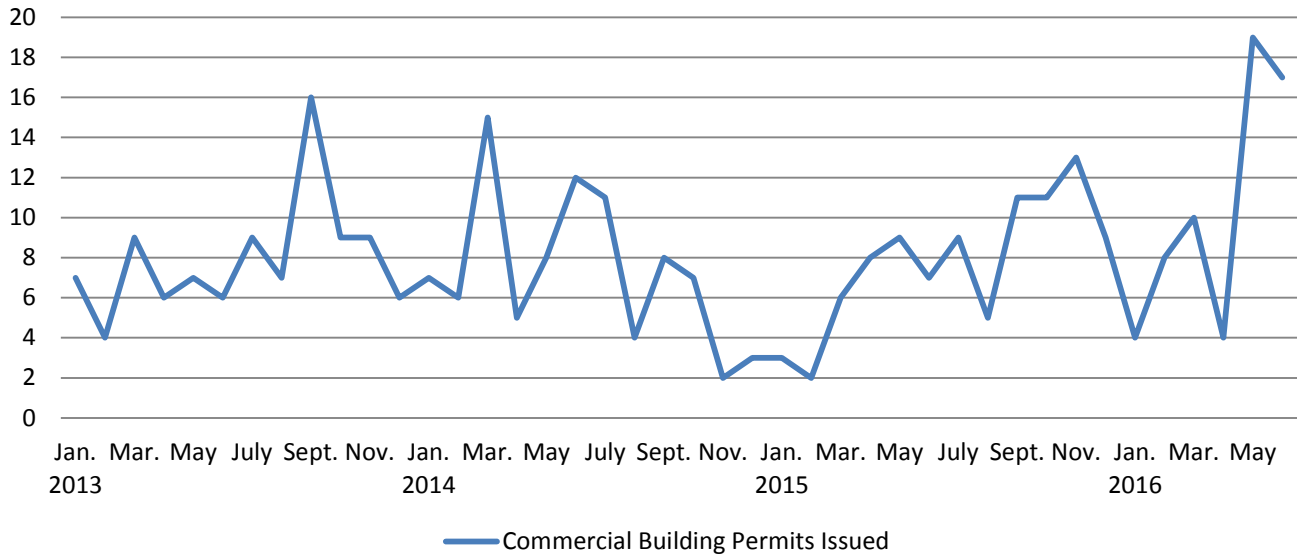
All Revenue Per Month



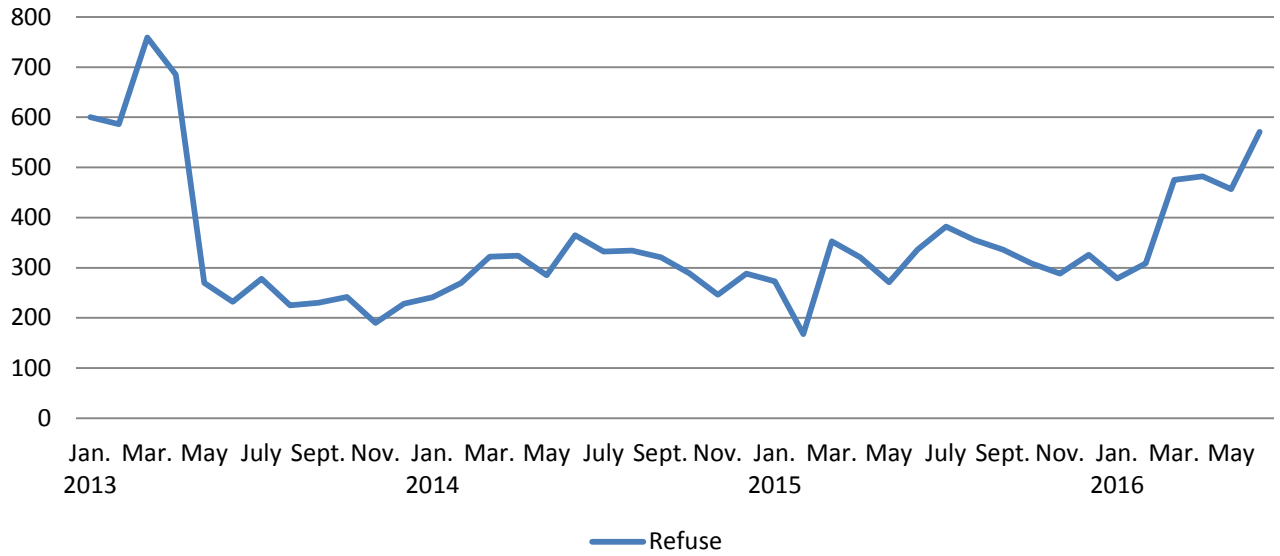
SINGLE FAMILY HOME BUILDING PERMITS ISSUED



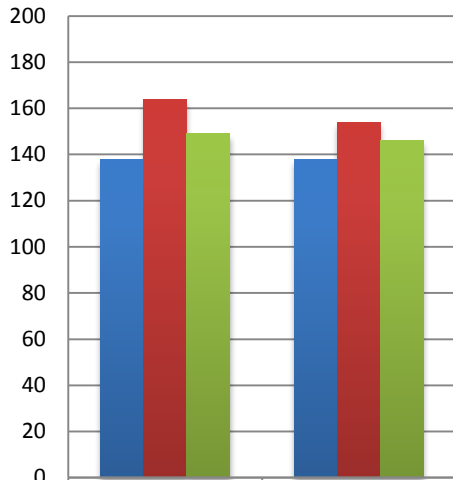
COMMERCIAL BUILDING PERMITS ISSUED



TRANSFER STATION TONNAGE COLLECTION

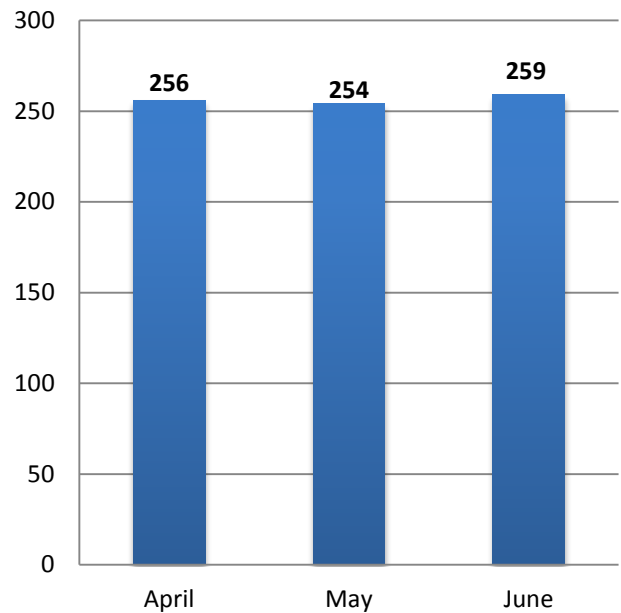


Inmate Population

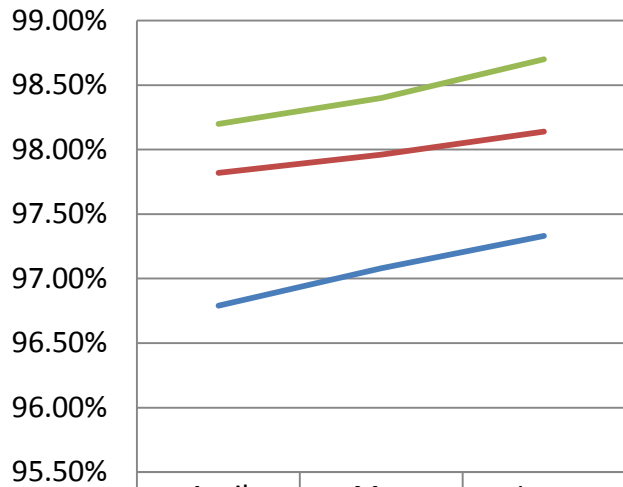


	June 2015	June 2016
Lowest Daily Count	138	138
Highest Daily Count	164	154
Daily Average	149	146

Number of Employees

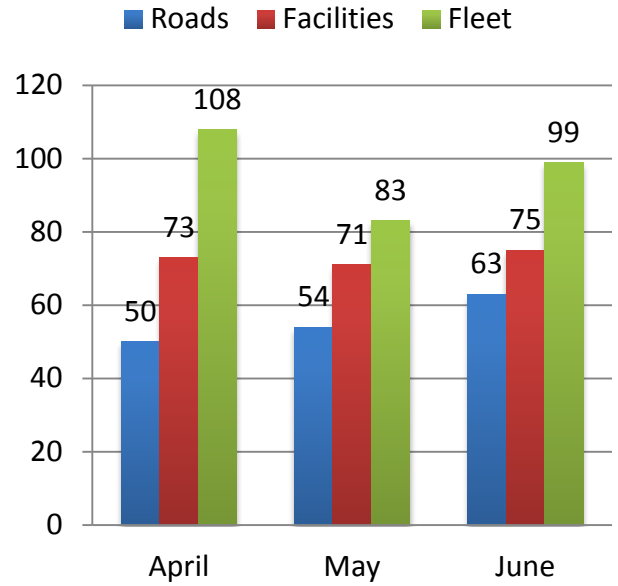


Property Collections

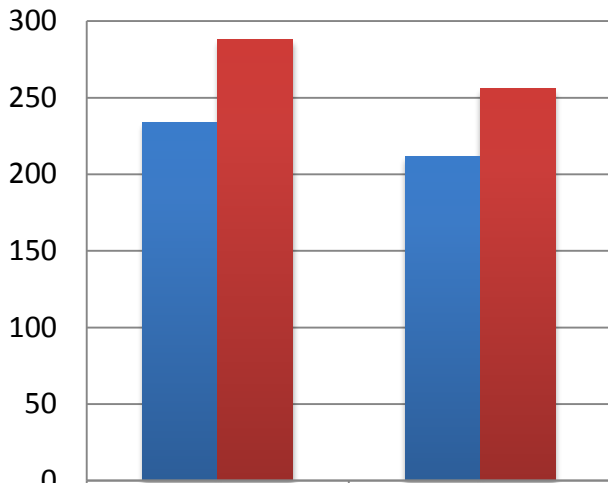


	April	May	June
2013	96.79%	97.08%	97.33%
2014	97.82%	97.96%	98.14%
2015	98.20%	98.40%	98.70%

Repair Requests (Public Works)



EMS/Fire Calls for Service



	June 2015	June 2016
EMS	234	212
Fire	288	256



Dawson County Board of Commissioners

Elections/Registrar Monthly Report – June 2016

- **New Applications/Transfers In: 107**
- **Changes/Duplicates: 2693**
- **Cancelled/Transferred Out: 11**
- **Total Processed: 2811**

HIGHLIGHTS

Voter Registration Projects:

- Voter Registration applications from the April 26, 2016 cutoff on hold until the July 26th General Primary Runoff certification = 354 total (194 from DDS, 46 Online Voter Reg (OLVR) 114 by mail/in-person).
- *Changes/Duplicate numbers above include credit for voting for the General Primary Election. (Any touch to the voter record constitutes a change). This should finalize credit for voting for May Primary.
- Process & mail 175 absentee ballot requests (by mail) for the Primary Runoff in July.

Elections Projects:

<u>Election Schedule for 2016:</u>	<u>Date</u>	<u>VR Cutoff</u>	<u>Advance Voting</u>
Presidential Preference Primary	3/1/16	2/1/16	2/8–2/26
	➤	50.94% turnout (comparable year of 2012 was 33.34%)	1909 voted early
General Primary/Special Election	5/24/16	4/26/16	5/2–5/20 (M-F~8a-5p) ~ Sat 5/14 (9a-4p)
	➤	33.47% turnout (comparable year of 2012 was 40.05%)	2056 voted early
General Primary Runoff	7/26/16	4/26/16	7/5–7/22 (M-F~8a-5p)
General/Special Election	11/8/16	10/11/16	10/17–11/4 (M-F~8a-5p) ~ Sat 10/29 (9a-4p)
General Election Runoff	12/6/16	10/11/16	As soon as possible after certification of General.
General Runoff (Federal Offices)	1/10/17	10/11/16	12/19/16-1/6/17 (8a-5p) ~ Sat 12/19/16 (9a-4p)

- Independent Qualifying for the November 8th General Election – June 27th, 9am – July 1st, noon.
 - ❖ One candidate qualified: District 2 Commission, Robert Wiley (pending petition approval).

Highlights of plans for upcoming month:

- Advance Voting tasks for the Republican Primary Runoff on July 26, 2016.
- Budget process
- Petition verification for Independent candidates (local & State, if applicable)



Dawson County Board of Commissioners

Dawson County Emergency Services Monthly Report – June 2016

Fire Responses	April	May	June
2014	254	266	266
2015	223	299	288
2016	276	259	256
EMS Responses	April	May	June
2014	163	224	194
2015	160	201	234
2016	209	259	212

Plan Reviews: 15

EMS Revenue:

- May 2015 - \$ 40,564.75
- May 2016 - \$ 60,836.14
- 33% increase

Plan Review and Inspection Revenue Total: \$ 4,821.38

- County: \$ 4,721.38
- City: \$ 100.00

Business Inspections Total: 21

- County Follow up: 6
- City Follow up: 0
- County Final Inspection: 9
- City Final Inspection: 1
- County Annual Inspections: 5
- City Annual Inspections: 0

HIGHLIGHTS

Dawson County Emergency Services Projects:

- Training hours completed by staff: 1,147
- Forcible Entry Training for all three career shifts and volunteers
- June 20 - 24: 7th annual Junior Fire Academy with 50 cadets for the week
- 55 participated in CPR training
- Public relations details: 3, connections with 20 kids and 6 adults
- Smoke detector installations: 8
- Search and Rescue: 2
- Fire investigation: 4, with 2 arson arrest
- Child safety seat installations: 10
- Total water usage: 52,750 gallons (EWSA: 25,000 gallons; city: 27,750 gallons)
- 8 Fires (Building 5, Brush 2, Vehicle 1)



Dawson County Board of Commissioners

Facilities Monthly Report – June 2016

- **Total Work Orders: 75**
- **Community Service Workers: 8**

HIGHLIGHTS:

- Historic Courthouse window replacement project (ongoing).
- Awning Project for the Government Center (ongoing).

MONTHLY REPORT
For Period Covering the Month of JUNE 2016

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Repaired gate and camera	Fleet shop
2	Working with metro waterproofing	Historic courthouse
3	Working with Townley on Demo	Old Jail
4	Interviewed and hired new person	Facilities
5	Hot and cold water valve replaced and sheet rock repair	Fire Station 3
6	Cutting shrubs county buildings	Dawson County
7	Generator issues at jail -now fixed	DCSO-LEC
8	Repaired lights parking lot	Courthouse
9	Repaired door	DCSO-LEC
10	Built wall and sheet rocked for new employee	Drug court
11	Had P.M . on HVAC Shumate	Government Center
12	State EI inspections 9 EI .. Hist. Courthouse out of service	Dawson County
13	HVAC P.M. done All county buildings	Dawson County
14	Had gas cut off and gas line capped plus power	Old Jail
15	Removed dog lot and fence	Old Jail
16	Repaired water leak lower lot	Government Center
17	Replaced breaker	Fleet shop
18	Cut grass and landscaped welcome to Dawson signs 400 south - north	Dawson County
19	Serviced both scagg lawn mowers 2010-2015	Facilities
20	Washed all facilities and IT trucks	Facilities
21	Working on budget for IT and Facilities	IT
22	After major power outage at Gov center we repaired elevator #3and generator repaired- IT servers went down no emails 3 days worked on problem day and night for 3 days	Government Center
23	Had all 9 elevators serviced 6-29-16	Dawson County
24	Repaired water leak	Fire station 4
25	Replaced battery at radio tower 1:00 am 6/27/2016	JC Burt Rd
26	Had HVAC issues Gov center after power outage worked with Shumate to resolve issue	Government Center
	Total number of Work Orders for the month of June 2016 = 75	Facilities
	Total number of Community Service Work for June 2016 = 8	Facilities

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

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

Noted By: _____

JAMES TOLBERT, Facilities Director

Prepared By: MVBosten, 061716



Dawson County Board of Commissioners

Finance Monthly Report – June 2016

FINANCE HIGHLIGHTS

- **LOST Collections:** \$503,691 – down 1.39% compared to 2015.
- **SPLOST Total Collections:** \$572,386 – down 1.39% compared to 2015. *(The County's portion of SPLOST collections are down 16.2% due to the change in distribution from 100% for SPLOST V to 85% for SPLOST VI as of July 2015.)*
 - \$486,528 – County Portion (85%)
 - \$85,858 – City Portion (15%)
- **TAVT:** \$71,669 – down 16.6% compared to 2015
- **See attached Revenue and Expenditure Comparison for 2016**
- **Total County Debt:** \$3,601,893.94
- **Audit Status:** 2015 Audit is complete and will be presented to the Board of Commissioners on July 7, 2016.
- **Budget Status:** The Chairman held the annual Budget Kickoff Meeting on June 27, 2016. Departments are to submit all budget requests to the Finance Department by July 15, 2016.

PURCHASING HIGHLIGHTS

Formal Solicitations

- None

Informal Solicitations

- Calcium Chloride Pellets
- Truck Mount Salt Spreader (Roads)
- Scott 4 Gas Monitor (DCES)
- Bobcat 84" Angle Broom (Roads)
- Fertilization for Parks
- Historic Courthouse Restoration – Painting of Windows & Casings
- Rental of Milling Machine for LMIG Projects
- Canopy/Awning Design & Specs for DCGC
- Engineering Services for Lumpkin Campground Road/Grizzle Road
- Etowah River Mitigation Bank Evaluation

Pending Projects

- SR 53 Overlay District Design Guidelines
- Ambulance Transport Billing

Work in Progress

- DCSO Vehicles – On Order
- Dawson Forest Road Rehab
- Dawson Forest Pipe Rehab
- Intermediate Jail Demo
- IT Servers (Revised)
- Ambulances (SPLOST VI) – On Order
- Park Field Rehabilitation
- Ford & Dodge Vehicles – On Order

Future Bids

- Heavy Truck Repair
- Sports Officials

Future Bids – SPLOST VI

- Dump Trucks
- Spreader Body Dump Truck
- Kelly Bridge Road Project (2)
- Steve Tate Highway Road Project (2)
- Pothole Patching Machine
- Awning at DCGC
- Water Filtration System for DCGC & DCSO

**Budget to Actual
May Collections Reported in June**

	Actual at 5/31/2016 (1)	Percent of Budget Actually Collected/ Expended	2016 BOC (2) Approved Budget	Over(Under) Approved Budget	Percentage Over(Under) Approved Budget
Revenue	\$ 7,543,985	33.52%	\$ 22,505,632	\$ (14,961,647)	-66.48%
Expenditures	7,763,403	34.50%	22,505,632	(14,742,229)	-65.50%
	<u>\$ (219,418)</u>	<u>-0.97%</u>	<u>\$ -</u>	<u>\$ (219,418)</u>	<u>-0.97%</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 5/31/2016 because revenue collections are 30 days behind. The LOST revenues for the month of May 2016 were received in June 2016.

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

\$ 22,458,521	Original Budget
\$ 28,777	Donation Carryover Balances
\$ 325	January Donations Received
\$ 3,088	February Donations Received
\$ -	March Donations Received
\$ 4,349	April Donations Received
\$ 10,572	May Donations Received
<u>\$ 22,505,632</u>	Revised Budget

**ACTUAL COMPARISON
JANUARY - DECEMBER 2016**

MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec*	YTD
2015 REVENUE	820,947	1,521,261	1,480,682	1,617,781	1,596,514	1,714,955	1,607,405	1,671,225	1,608,433	1,687,168	1,725,381	2,090,967	19,142,719
2016 REVENUE	921,793	1,569,223	1,585,578	1,770,358	1,697,033								7,543,985
% CHANGE	12%	3%	7%	9%	6%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-61%
2015 EXPENSE	1,105,357	1,407,334	1,444,093	1,552,000	1,759,627	1,794,836	1,587,590	1,440,349	1,785,738	2,050,779	1,583,577	1,860,010	19,371,290
2016 EXPENSE	1,189,206	1,474,618	1,591,524	2,015,669	1,492,386								7,763,403
%CHANGE	8%	5%	10%	30%	-15%	-100%	-100%	-100%	-100%	-100%	-100%	-100%	-60%
2015 Total Rev-Exp	\$ (267,413)	\$ 94,605	\$ (5,946)	\$ (245,311)	\$ 204,647	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (219,418)

REVENUE
 YTD 2015 7,037,185
 YTD 2016 7,543,985
 % Changed 7.20%

EXPEDITURES
 YTD 2015 7,268,411
 YTD 2016 7,763,403
 % Changed 6.81%

***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 Board of Commissioners

Human Resources Department Monthly Report – June 2016

POSITION CONTROL

- Positions approved by BOC: 432
- # of filled F/R Positions: 259
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 7
- # of filled P/R Positions: 49
- # of filled P/T Seasonal Positions: 14
- # of Supplemental Positions: 51
- # of Vacant Positions: 20
- #of Frozen Positions: 32
- % of Budgeted/Actual Positions: 88%

ADDITIONAL INFORMATION

- FMLA/LOA tracking: 6
- WC and/or P & L claims filed: 1
- Unemployment claims received: 0
- Performance Evaluations received: 5
- Payroll/Benefit changes keyed: 417

HIGHLIGHTS

Positions Advertised/ Posted: 3

- Facilities- Grounds Maintenance Worker
- Parks & Rec.- Athletic Assistant
- Public Works- Motor Grader Operator

Applications Received: 5

New Hires added into system: 6

- Heather Watson- D.A.'s Office
- Daniel Moore- Emergency Services
- Luciano Betancourt- Sheriff's Office
- Michael Johnston- Sheriff's Office
- Amy Reidling- Sheriff's Office
- Jennifer Beaujon- Treatment Court

Terminations Processed: 6

- Heather Watson- D.A.'s Office
- Frederick Buffington- Emergency Services
- Thomas Dutton- Emergency Services
- Adam Wade- Emergency Services
- Christopher Henson- Sheriff's Office
- Wesley Ramsey- Sheriff's Office

Additional Highlights for June

- Hosted Annual Employee Open Enrollment on June 2, 3, and 6
- Conducted quarterly Safety Committee Meeting on June 28
- Finalized Open Enrollment for the 2016/2017 year



Dawson County Board of Commissioners

Information Technology Monthly Report – June 2016

- **Calls for Service: 100**
- **Service Calls Completed: 100**
- **Windstream visits: 3**

Highlights:

- Working on server replacement project
- Gradually setting up new laptops for patrol cars
- Major server issues



Dawson County Board of Commissioners

Marshal Monthly Report – June 2016

- **Alcohol License Establishment Inspections:** 3
- **Alcohol Pouring Permits Issued:** 22
- **Animal Control Calls Handled:** 161
- **Animal Bites to Human investigated:** 2
 - 1 Quarantined – Passed
 - 1 tested positive for Rabies
- **Animals Taken to DC Humane Society:** 46
- **Dangerous Dog Classification:** 0
- **Citations Issued:** 2
- **Complaint Calls/In Field Visits:** 79
- **Erosion Site Visits:** 15
- **E-911 Addresses Issued:** 13
- **Non-conforming Signs Removed:** 65

HIGHLIGHTS

Sgt. Ken Moss continues to cross train with residential building inspections. Sgt. Moss did not pass the residential building test taken on June 29th.



Dawson County Board of Commissioners

Parks and Recreation Monthly Report – June 2016

- **Youth Sports Participants**
 - June 2016: 1284 down 11% compared to same month last year
 - YTD 2016: 7066 up 12% compared to last year
- **Facility Rentals/Bookings/Scheduled Uses:**
 - June 2016: 1157 down 12% compared to same month last year
 - YTD 2016: 6629 up 1% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - June 2016: 5018 up 28% compared to same month last year
 - YTD 2016: 12,310 up 5% compared to last year
- **Total Customers Served:**
 - June 2016: 7459 up 12% compared to same month last year
 - YTD 2016: 25,111 up 6% compared to last year

HIGHLIGHTS

Park Special Events:

- Movies in the Park - June 5th at WHP. Estimated 600 people attended.
- Seamless Summer Feeding Program continued through June. Estimated 75 meals were served per day at RCP.
- Rotary Days - June 25th. Estimated 600 people participated.

Park Projects:

- Field rehabilitation began on all fields at VMP and RCP. A total of almost 300 tons of dirt was added during the project, Turface blended into the top 1" of finished infield mix and sod cut outs completed. Sod will be added back to the necessary areas before project completion.
- 2017 DCPR budget preparation is complete and ready to present to the Chairman in August.
- Pool revenue for June was \$11,534, up 30% from June of 2015.
- WHP camping revenue for June was \$4,934 and Day Use was \$1,343 (down slightly from June 2015).
- All fields at VMP and RCP were aerated.
- Due to low water levels in Lake Lanier, the courtesy dock at WHP was moved out.

Athletic and Program Summary:

- Dizzy Dean 8U, 12U and 14U District Tournaments were held at VMP June 10-14; 16 teams participated.
- DCPR baseball all star teams participated in Dizzy Dean District Tournaments; 1 qualified for State tournament.
- Lady Tiger fundamental camp (June 6-10); 23 participated/Tiger fundamental camp (June 20-24); 48 participated.
- All Sports Day Camp was held June 13-17 and June 27-July 1 at RCP; 97 participated.
- 24 boys participated in the month long basketball camp held at VMP.
- Swim lessons at VMP Pool; 41 participated.
- Silver Splash program at VMP pool; 15 participated.
- Additional specialty programs: basketball lessons, dance classes, Tai Chi, Tennis Lessons, Yoga and Zumba
- UFA is currently registering for fall soccer.
- Adult co-ed softball leagues ended their 2016 summer season.
- Youth cheer uniforms were received; youth football uniforms were ordered.

On the Horizon:

- Fall baseball/softball/t-ball on-line registration
- July 11 @ 5:30PM: Park Board Meeting at RCP
- July 11-29: boys basketball camp at VMP
- July 18-20: cheer camp
- July 25: Football and cheer practice begin
- Adult Men's League summer softball season ends
- August 4: last pool is open (begin weekends only)
- August 12: Movies in the Park at VMP
- August 20: DCPR football games begin
- August 20: fall baseball, softball and t-ball practices begin
- August 22: DCPR 2017 budget presentation
- September 24: Pups in the Park at RCP

Rock Creek Park	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	totals
Tv Room	13	16	12	8	6	18							
Classroom	21	14	16	11	10	10							
Community Room	30	42	51	49	47	56							
Gyms	185	152	130	125	140	200							
Small Pav.	3	5	8	12	28	50							
Large Pav.	3	3	5	9	16	14							
Fields 7-16	20	22	155	160	145	150							
Soccer Fields	30	25	250	245	230	90							
Tennis Courts	10	15	15	20	30	35							
Weight Room	188	248	265	258	245	230							
2 story/upstairs	15	25	25	25	15	15							
Totals	518	567	932	922	912	868							
Veteran's Memorial Park													
Gym	105	75	51	45	55	60							
Small Pav.	0	0	4	5	7	10							
Large Pav.	0	0	6	7	9	10							
Pool	0	0	0	0	31	129							
Fields 1-6	0	16	90	75	65	60							
Football Field	0	0	0	0	0	5							
Other	15	15	15	15	15	15							
Totals	120	106	166	147	182	289							
Pool opened for summer													
T-Ball Participants	28	101	101	105	104	6							
BB Participants	65	238	238	239	243	75							
Adult League	0	0	120	255	340	345							
Basketball	278	60	0	0	0	0							
Football	0	0	0	24	173	179							
Cheer	0	0	0	0	70	69							
Wrestling	23	0	0	0	0	0							
Track	3	21	21	22	22	0							
Travel	65	80	90	90	90	90							
Instructional League	25	69	69	72	72	0							
Softball	18	116	116	117	121	54							
Soccer	247	265	252	252	252	252							
Swim Team	0	0	0	15	24	29							
Tournament Participation	0	0	0	100	100	185							
Volleyball		57	57	57	0	0							
Totals	752	1007	1064	1348	1611	1284							

Monthly Report Totals - 2016

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
All Sports Day Camps (1 & 2)	-	-	-	-	-	97							97
Basketball Lessons	8	19	16	10	12	10							75
Basketball Pre-Try Out Prep Camp	-	-	-	-	-	-							0
Battle of the Best Relay for Life Fundraiser	-	1,000	-	-	-	-							1,000
Boot Camp (all classes)	22	22	31	31	34	34							174
Breakfast with Santa	-	-	-	-	-	-							0
Camp of Ballers	-	-	-	-	-	-							0
Cheerleading Camp	-	-	-	-	-	-							0
Circuits & Supersets	-	-	8	8	-	-							16
Community Egg Hunt	-	-	2,000	-	-	-							2,000
Dance	40	40	40	40	40	-							200
Dance Camp	-	-	-	-	-	7							7
Fitness Sampler	6	-	-	-	-	-							6
Guard Prep Camp	-	-	-	-	-	-							0
Kangoo (all classes)	10	25	12	12	5	11							75
Kids Fit	-	-	-	-	-	-							0
Lady Tigers Fundamental Basketball Camp (girls)	-	-	-	-	-	23							23
Movies in the Park	-	-	-	-	-	650							650
Pool Swimmers	-	-	-	-	272	2,934							3,206
Pups in the Park	-	-	-	-	-	-							0
Rotary Day	-	-	-	-	-	600							600
Sandy's Basketball Camps	-	-	-	-	-	24							24
SilverSplash	-	-	-	-	-	15							15
Speed & Agility Camp	-	-	-	-	21	9							30
Spring Sports Opening Day	-	-	2,500	-	-	-							2,500
Swim Lessons	-	-	-	-	-	41							41
Tai Chi	5	4	5	5	5	3							27
Tennis Lessons	-	21	30	25	15	-							91
Tigers Fundamental Basketball Camp (boys)	-	-	-	-	-	48							48
Trunk or Treat	-	-	-	-	-	-							0
UFA Soccer Camp	-	-	-	-	-	11							11
Volleyball	-	57	57	-	-	-							114
War Hill Park Guests	-	-	33	209	471	492							1,205
Water Aerobics	-	-	-	-	-	-	-	-	-	-	-	-	0
Yoga	14	16	13	16	7	9							75
Zumba	-	-	-	-	-	-							0

105 1,204 4,745 356 882 5,018 0 0 0 0 0 0 0 12,310



Dawson County Board of Commissioners

Planning and Development Monthly Report – June 2016

- **Total Building permits Issued**
 - June 2016: 54 down 4%
 - YTD 2016: 259 up 27%
 - Single Family New Homes: 17 down 23%
 - Commercial Buildings: 17 down 11%
- **Business Licenses Issued:**
 - June 2016: 163 up 12%
 - YTD 2016: 950 up 9%
- **Total Building Inspections Completed:**
 - June 2016: 409 up 18%
 - YTD 2016: 2175 up 28%
- **Variances/Zonings Processed:**
 - June 2016: 3 flat
 - YTD 2016: 21 down 5%
- **Plats Reviewed:**
 - June 2016: 6 down 60%
 - YTD 2016: 63 up 43%
- **Total Stormwater/Erosion Inspections: 9**
- **Total Stormwater Warnings/Stop Work Orders Issued: 0**
- **Total Civil Plan Review Meetings: 0**
- **Total Building Plan Review Meetings: 3**

HIGHLIGHTS

Planning Projects:

- Senior Building Inspector Jason Holbrook passed the Commercial Plumbing Inspectors certification on June 29.
- GATEway Grant landscape plan has been approved. Received approved plans and attended kick-off meeting with GDOT Inspector. Received approved GDOT approved plans for Whitmire Road/GA 400 intersection improvements to verify if landscape plan requires revisions. Will bid project summer 2017 to install fall 2017.
- Jason Holbrook attended Northeast Georgia Inspectors Assoc. Mtg. for continuing education for ICC certifications.
- RFP for GA 53 Corridor Overlay District proposal will be presented at the July 14 work session.
- Staff is preparing a county comparison of fee schedules and revising Planning's current fee schedule as needed.
- Staff is preparing a pamphlet for distribution to assist home builders who are building homes themselves in order to reduce the amount of questions they June have and better serve their needs.

Newly Licensed Businesses:

- 9 Commercial based businesses
- 10 Home based businesses

Highlights of plans for upcoming month:

- July 19th Planning Commission Items: 3 variance cases (rear setback reduction for 2716 Bailey Waters Road; setback, buffer, and density variance requests for commercial portion of Riley Place on Dawson Forest Road (TMP 106-055-001); sign variance for wall signs on Publix store at 145 Forest Boulevard) and 1 rezoning case (rezoning 4.869 acres from C-PCD to RMF for proposed townhouse development, commercial portion of Riley Place on Dawson Forest Rd).
- Upcoming Plan Review Meetings:
 - July 7: Great Clips building plans
 - July 14: Outparcels 3 & 4 for Dawson Ma 53 ce (Kroger development) civil plans
- Niki McCall, Zoning Administrator, will attend a Microsoft Excel class on July 12th in Cumming.

Dawson County

New Business Licensing: June 2016

Dawson County has nine (9) new Commercial Businesses that have opened this month.

1. The Bee Shop – Retail Bee Keeping Supplies
91 West Hightower Drive
2. Chili's - Restaurant
60 Crossroads Boulevard
3. Corporate Auto Brokers – Automotive Repair
143 Grant Road East
4. War Hill Package – Retail Beer/Wine/Liquor – Ownership Change
40 War Hill Park Road
5. Home Loans Today – Mortgage Broker
137 Prominence Court
6. Radioshack – Retail Electronics – Ownership Change
157 Power Center Drive
7. Identico – Manufacturing Labels
51 Grogan Drive
8. Rockport – Retail Shoes – Ownership Change
800 Highway 400 South, Suite 1052
9. Soul Sisters Antiques – Retail Antiques
40 Hightower Parkway

Home Based Business has ten (10) new locations and Home Office Business Licenses.

1. Bretherton Consulting – Consulting Service
115 Indian Pipe Drive
2. RDS Secured Services – Security Service Consultant
198 Trillium Ridge
3. Simply Boutique – Internet Sales
448 Cowart Road
4. Southern Pride Maintenance – Lawn Care
201 Old Mill Creek Road
5. Paddleknot - Woodworking
1061 Chumbley Road
6. Critical Minds Advisory – Technology Consultant
74 Waterfront Park Court
7. Cronan Carpentry – Residential Contractor
2959 Monument Road
8. Rental Management
184 Audubon Court
9. DC Renovations – Home Maintenance
272 Mill Creek Drive
10. Cabe Farms – Poultry Farm
1225 Cleve Wright Road



Dawson County Board of Commissioners

Public Affairs Monthly Report – June 2016

Website Activity

- Page Views: 106,449
 - 41% increase from previous year; 23% decrease from previous month
- Unique Visitors: 18,287
 - 40% increase from previous year; 14% decrease from previous month

Social Media

- Contacts/Fans: (Facebook) 1,291
 - 30% increase from previous year; 2% increase from previous month
- Contacts/Followers: (Twitter)
 - 101% increase from previous year; 1% increase from previous month

Citizen Care

- 311 Calls: 13 (13 static/no connection/wrong number/telemarketer; 0 legitimate calls)

HIGHLIGHTS

Social Media and Website Promotions:

- June newsletter
- Movies in the Park
- Parks & Recreation rehab update
- Dawson Forest Road to be Repaved and Improved
- Courthouse Canopy
- Free Notary Public Training
- Celebrity Waiter Breakfast
- Miscellaneous events and department activities
- Questions Concerning Homeowners Insurance Premiums
- SR 400 Commercial Corridor to Get New Street Lights
- FEMA Meeting
- Celebrate Rotary Day
- Senior Center closed due to new flooring
- Independence Day / offices closed
- Dog Found Positive for Rabies
- Email System Impacted
- Job postings: 2
- Request for Proposal: 0
- Invitation to Bid: 0

Plans for Upcoming Month:

- July newsletter
- Senior Center Farmer's Market
- Notary Public Training
- Celebrity Waiter Breakfast
- Preparing for Citizens' Government Academy



Dawson County Board of Commissioners

Public Works Monthly Report – June 2016

ROADS:

- Work Orders: 63
- Mowing: 296.47 miles
- Gravel: 459.65 tons

TRANSFER STATION:

- Solid Waste: 570.94 tons
- Recycling: 26.21 tons
- Recycling scrap metal: 9.56 tons

FLEET:

- Repair requests: 99



Dawson County Board of Commissioners

Dawson County Senior Services Monthly Report – June 2016

SENIOR CENTER

- **Home Delivered Meals Served**
 - June 2016: 1,807 up 24% compared to same month last year
 - YTD 2016: 10,114 up 1% compared to last year
- **Congregate Meals Served**
 - June 2016: 530 up 4% compared to same month last year
 - YTD 2016: 2,990 up 11% compared to last year
- **Physical Activity Participation**(Tai Chi, Silver Sneakers, individual fitness)
 - June 2016: 536 up 41% compared to same month last year (Fitness class participants have increased over last year)
 - YTD 2016: 1,641 up 21% compared to last year
- **Lifestyle Management Participation**(art, bridge, bingo, awareness, prevention)
 - June 2016: 252 up 10% compared to same month last year
 - YTD 2016: 1,561 up 9% compared to last year

HIGHLIGHTS

June Events:

- Terrell County UMC youth group visited; entertained, washed cars, played cards & hosted ice cream social.
- Trip to Glo Crest Dairy, Captain D's, and Mountain Fresh Creamery on June 29th.
- New floors were installed (upstairs). Clients met at the gym at Veteran's Park during installation process.
- Silver Sneakers: Tues/Thurs; Bible study 1st Tues/every Thurs; Art/Jewelry classes: Thurs/Fri; Tai Chi: Mon/Wed.
- Water Aerobics continues on Mondays and Fridays with an instructor; free swim on Wednesdays.

Special Dates Coming Soon:

- July 5: Senior Safety
- July 6 & 20: Walmart
- July 7: Farmer's Market
- July 8, 22: Movie and Snack
- July 11, 18, 26: BINGO
- July 12: Georgia Cares
- July 13: Dollar Tree
- July 15: Ice Cream Social
- July 19: Nutrition Education
- July 25: Fall Prevention
- July 27: Bucket List Trip – Jaemore Farms
- July 29: GA Mountain Food Bank Painting Party

TRANSIT

- **DOT Trips Provided**
 - June 2016: 240 down 39% compared to same month last year (fewer Next Generation students)
 - YTD 2016: 1,829 up 13% compared to last year
- **Senior Trips Provided**
 - June 2016: 685 up 15% compared to same month last year
 - YTD 2016: 3,811 up 3% compared to last year
- **# of Miles**
 - June 2016: 8,142 up 2% compared to same month last year
 - YTD 2016: 48,186 up 10% compared to last year
- **Gallons of Fuel**
 - June 2016: 1,057 up 12% compared to same month last year
 - YTD 2016: 5,882 up 12% compared to last year

Backup material for agenda item:


6. County Attorney Report

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

Memorandum

To: Dawson County Board of Commissioners

Date: July 13, 2016

From: Joey Homans 

Re: County Attorney Report

1. SPLOST V-City. I am providing you another copy of the letter from the City's attorney dated July 5 and my reply dated July 8. I spoke with Mr. Miles on July 8 and explained that if City representatives seek to review the financial documents further, then we will schedule a time for the City representatives to meet with members of the Finance Department, Randy, and/or me to review those documents.

I received no further information from the City after the City's meeting on July 11.

2. Dawson Village Drive. The repairs to the road have now been completed, and the public nuisance abated.
3. Carlisle Road ROW. The only remaining issue associated with this project is the compensation due the Whitmire Estate and any other owner or claimed owner of that parcel. A hearing to close that case is scheduled for September 6. I filed a motion to close the case contending that the issues being raised are issues that should be addressed through the estate proceedings in Probate Court. I will update you after the hearing.

Joey

Dana B. Miles
dmiles@mhtlegal.com

July 5, 2016

VIA EMAIL: joey@fchhm.com
& US MAIL

Mr. Joseph A. Homans
Fox, Chandler, Hicks, Homans & McKinnon, LLP
P.O. Box 477
Dawsonville, GA 30534

Re: SPLOST V ORA and IGA request (3rd request)

Dear Joey,

Unfortunately, the detailed information that we previously requested twice was not provided. At this point, the City questions whether the County is trying to obfuscate what should be a very clear paper trail on the receipt and expenditure of public funds. We have twice before requested what was delineated as item 3 and 6:

3. Documents showing the amounts paid for by SPLOST V in detail by date, vendor/supplier/payee, amount and to which project the expense was allocated (i.e. Courthouse and Administration Building).
6. Documents showing or establishing the Sales Tax Account as required by Article 5 (b) of the Intergovernmental Agreement for SPLOST V between the City and the County and all activity in said accounts for 2009 through the present.

What we anticipated receiving and still have not received would be documents that would display receipt of revenue on sales tax collected, interest earned and disbursement of those funds to Winter Construction and other vendors associated with the construction of the Courthouse and Administration Building including contracts, purchase orders and invoices. We have received none of that documentation.

We have also previously requested twice, but not received any documents responsive to what has been delineated as item 7:

7. Documents showing or establishing the Debt Service Account, County Account and City Account as required by Article 5 (b) of the Intergovernmental Agreement for SPLOST V between the City and the County and all activity in said accounts for 2009 through the present.

The failure of the County to produce any documents reflecting in particular the City Account which was required to be established and maintained by the County leads to the inescapable conclusion that the County has breached the SPLOST V agreement by failure to establish and maintain the account for the City as it was required to do under the SPLOST V agreement.

This is the last and final request. If these documents are not produced and delivered to City Hall by no later than noon on July 11, please be advised that the City Council will vote at their regular monthly meeting at 5:00 pm on July 11 whether to pursue its legal remedies under the SPLOST V agreement as well as under state law by filing suit for against the County for injunctive relief, damages and the attorney's fees and expenses of litigation associated with such action by the City.

Sincerely,



Dana B. Miles

DBM/rf
cc: City of Dawsonville

LAW OFFICES
FOX, CHANDLER, HOMANS, HICKS & MCKINNON, LLP

125 MAPLE STREET
GAINESVILLE, GA 30501
POST OFFICE BOX 2515
GAINESVILLE, GA 30503
TELEPHONE (770) 534-7386
FACSIMILE (770) 534-7415

COPY

DAVID A. FOX, P.C.
ROBERT L. CHANDLER, P.C.
JOSEPH A. HOMANS
CATHERINE HENRY HICKS
GRAHAM MCKINNON IV, P.C.

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DAWSONVILLE, GA 30534
TELEPHONE (706) 265-3090
FACSIMILE (706) 265-3147

CHERYL H. KELLEY
THEODORE G. CASSERT

Please Reply to Dawsonville Office
July 8, 2016

CATHERINE T. CRAWFORD
OF COUNSEL

Via email: dmiles@mphtlaw.com
Hand Delivery: City Hall

Dana B. Miles
Miles Hansford & Tallant, LLC
202 Tribble Gap Road, Suite 200
Cumming, GA 30040

RE: SPLOST V Intergovernmental Agreement and Records Request

Dear Dana:


This letter will acknowledge receipt of your July 5 letter.

I request that you confirm that you received a thumbdrive with my letter dated April 28. I understand that a separate thumbdrive included with my May 31 letter was not received. Therefore, my office hand delivered the thumbdrive included with my May 31 letter on, or about, June 7. The thumbdrive included with my April 28 letter included an annual statement of the City account, an annual statement of the sales tax fund, annual statements of the debt service, annual statements for the construction fund, annual statements of the County fund, and monthly statements for the debt service. These documents respond to paragraphs #3 and #6 referenced in your July 5 letter. I am providing you via another thumbdrive with requisitions submitted from the County to Regions Bank for payment to contractors. Regions Bank wired funds to Winter Construction and other contractors pursuant to the requisition requests, and documents referencing the wire transfers are also provided on the thumbdrive. This same thumbdrive also contains the documents included on the thumbdrive on April 28.

These documents will respond to the City's request and should render any litigation regarding this matter unnecessary.

I will copy the documents, and you can retrieve the copies if you so request.

Respectfully,


Joseph A. Homans

JAH/II

July 8, 2016
Page 2

Cc: Chairman
County Commissioners
Randy Dowling