

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA – THURSDAY, APRIL 21, 2022
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE, GEORGIA 30534
4:00 PM**

NEW BUSINESS

1. Presentation of a Request for a Collaborative Agreement between Emergency Services and Faithful Guardian Training Center- Emergency Services Director Danny Thompson
2. Presentation of Emergency Rental / Repair of Generator for Government Center and Law Enforcement Center- Facilities Director James Tolbert
3. Presentation of 1st Quarter 2022 Financial Report- Chief Financial Officer Vickie Neikirk
4. Presentation of Community Room at Fire Station 8- Commissioner Tim Satterfield
5. Presentation of Request for Assistance from Georgia Mountains Regional Commission Concerning Grant Applications- Chairman Billy Thurmond
6. Presentation of Board Appointments:
 - a. Long Range Planning Committee**
 - i. Emily Bagwell- *replacing Jo Brewer*
 - b. Planning Commission (District 2 Alternate)**
 - i. Russ Chambers- *appointment* (Term: May 2022 through December 2022)
7. County Manager Report
8. County Attorney Report

****A Voting Session meeting will immediately follow the Work Session meeting.***

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



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: **Emergency Services**

Work Session: **4.21.22**

Prepared By: **Danny Thompson**

Voting Session: **4.21.22**

Presenter: **Danny Thompson**

Public Hearing: Yes _____ No **X**

Agenda Item Title: **Paramedic School Agreement**

Background Information:

Dawson County Fire & Emergency Services has identified a critical need to recruit and maintain our paramedic workforce. Currently, there is only one paramedic program within a 25-mile radius of Dawson County. There is a need to provide a geographically closer program for our personnel and provide more educational options. We are seeking to collaborate with Faithful Guardian Training Center. The department has determined that growing our own employees from within is more sustainable than hiring in this very competitive market.

Current Information:

Dawson County seeks to enter into a collaborative agreement with Faithful Guardian Training Center LLC (FGTC) for a 3-year period. Dawson County will provide classroom space to conduct on-site paramedic program. This partnership will enable Dawson County to provide a paramedic program in-house. This valuable tool will be used for recruiting future employees and thus ensuring a consistent pipeline of paramedics for years to come. FGTC will provide all needed medical equipment and medical liability coverage insurance as outlined in the contract.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
		3630-511101				

Recommendation/Motion: Approve agenda item

Department Head Authorization: FDT _____

Date: **4.4.22**

Finance Dept. Authorization: **Vickie Neikirk**

Date: **4.12.22**

County Manager Authorization: **David Headley**

Date: **4-12-2022**

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

Faithful Guardian, LLC and Dawson County Fire and Emergency Services Collaborative Agreement

1. Purpose of the Agreement

Faithful Guardian, LLC and Dawson County, Georgia, a political subdivision of the state of Georgia, by and through its Board of Commissioners, on behalf of the Dawson County Fire and Emergency Services, have agreed to work together to provide a SOEMS/T and CAAHEP approved paramedic cohort and classroom location at Fire Station 7 in the unincorporated area of Dawson County, Georgia. This agreement describes their understandings and commitments to this collaborative effort.

2. Scope and Duration

This agreement will become retroactively effective, by means of ratification by the signatures below, as of the date last signed below by both parties ("Effective Date"). While Faithful Guardian, LLC and Dawson County Fire and Emergency Services will work together to educate and train paramedic students, this agreement will guide the collaboration for the period beginning April 8, 2022 and ending April 8, 2025. As required by Section 2-115(a)(2) of the Dawson County Code of Ordinances, this agreement shall automatically and absolutely terminate on December 31, 2022, and on December 31 of each successive calendar year throughout the term of this agreement, without further obligation on the part of Dawson County, and shall automatically renew on January 1 of each successive calendar year under the term of this agreement absent thirty (30) days' written notice of non-renewal from either party. The scope and duration of the collaboration may be amended and/or extended through the joint written agreement of Faithful Guardian, LLC and Dawson County Fire and Emergency Services to amendments to this agreement. Notwithstanding the foregoing or anything to the contrary under this agreement, and to the extent permitted by law, in the event this agreement is not renewed by either party after December 31 of any given year under the term hereunder, and a class has commenced and is not yet complete, then the parties agree to reasonably cooperate and maintain a reasonable working relationship such that the class may be completed at the current location or as otherwise determined by the parties; the foregoing is intended to ensure that the parties make all reasonable efforts to allow the class to continue, except for circumstances where Dawson County Fire and Emergency Services cannot reasonably do so (including but not limited to an event where the County decides it does not have the adequate appropriated funds for the Lead Instructor payroll) or except for when Faithful Guardian, LLC has breached this agreement and the same has caused early termination hereunder, and furthermore the parties agreeing to reasonably work together to complete the class shall not be construed as requiring any further obligation under this agreement on either party and thus the terms and conditions of this agreement have no force or effect on either party after termination.

3. Decision-making structure & authority

All “significant decisions” regarding collaboration will require a written agreement by both collaborative partners. Significant decisions will include decisions regarding eligibility for services provided through collaboration, the nature of the services to be provided, and decisions regarding seeking and using funding to carry out collaboration activities, or any decision or action that may increase either party’s liability or obligations hereunder.

Faithful Guardian, LLC and Dawson County Fire and Emergency Services each hereby identify the three (3) named people below within their own organization which will serve on the Leadership Committee for the collaboration (should any of the named persons be removed by their organization or otherwise no longer hold the said position, then the organization shall first promptly notify the other organization in writing and replace the position within a reasonable amount of time. Each member of the Leadership Committee will be authorized to represent their organization in joint collaborative decision-making. Each organization will be responsible for ensuring that the person granted authority to represent their organization is kept informed regarding the operation of the collaboration and the identification of issues for joint discussion. Each participating organization will make all parties hereunder to the collaboration aware, in writing, of any limits in the authority of their representative representatives holding the positions on the Leadership Committee to bind their organization to collaborative decisions and will establish a clear process for their representatives to become fully capable of committing to the organization.

The Leadership Committee will agree in writing upon an effective structure for operational management of collaborative activities and efforts. Both parties shall require that each member of the Leadership Committee keep their respective organization informed of collaborative progress and actively seek feedback regarding the collaboration from within their organization. Leadership Committee members will regularly discuss the progress of the collaborative effort and regularly share feedback from their respective organizations in order to ensure clear communication, issue identification, and problem resolution.

- i. FGTC Representatives to serve on the Leadership Committee-
 - 1. Thomas Woodruff, Executive Director
 - 2. Jordan Shelby, Director of Operations
 - 3. Katrina Hancock, Clinical Director
- ii. Dawson County Fire and Emergency Services Representatives to serve on the Leadership Committee
 - 1. Danny Thompson, Fire Chief
 - 2. Robert Lee, EMS Division Chief
 - 3. Jason Dooley, Operations Division Chief

4. Legal & financial structure:

Faithful Guardian, LLC and Dawson County Fire and Emergency Services will assign employees of their respective organizations to carry out the work of the collaboration. Each employee assigned to work with the collaboration will continue to function as an employee of their respective organization requiring the assignment. While Faithful Guardian, LLC and Dawson County Fire and Emergency Services will retain authority for hiring, performance review, and termination for each of their own employees, each organization agrees to reasonably coordinate the provision of feedback from the other participating organizations regarding the selection and evaluation of staff assigned to collaborative activities. Faithful Guardian, LLC and Dawson County Fire and Emergency Services will provide adequate supervision as necessary under the circumstance for both staff and volunteers in which they assign to collaborative activities.

Faithful Guardian, LLC and Dawson County Fire and Emergency Services will each retain sole responsibility and liability for the negligent actions of their staff and volunteers. Each party does hereby agree, to the extent allowed by law, to indemnify the other party that is *not at fault* (non-negligent), or their officers, agents, and employees that are also not at fault, from any and all injuries, claims, actions, lawsuits, damages, judgments or liabilities of any kind related to the parties obligations hereunder that are specifically underwritten and covered by an insurance policy by the at-fault party and that are caused by the negligent acts or omissions by that at-fault party, except, this indemnification obligation of the at-fault party shall not apply to the injury, claim, action, lawsuit, damage, judgment or liability caused by or contributed to by the negligence or recklessness or intentional act(s) of the other party, or its officers, agents, servants, or employees. Nothing contained in this agreement shall be construed to be a waiver of either party's sovereign immunity or any individual's qualified good faith or official immunities. Nothing herein shall be construed as creating any individual or personal liability on the part of any of County's elected or appointed officials, officers, boards, commissions, employees (including lead instructors), representatives (including those of the Leadership Committee), consultants, servants, agents, attorneys or volunteers.

Faithful Guardian, LLC and Dawson County Fire and Emergency Services agree that Dawson County Fire and Emergency Services will serve as lead agency for the purposes of acquiring classroom locations, providing the lead instructor and adjuncts, and local marketing efforts for the collaborative activities.

Faithful Guardian, LLC and Dawson County Fire and Emergency Services agree that Faithful Guardian, LLC will provide and be solely responsible for the cost and other obligations related to the administrative oversight, maintenance and coordination of educational staff, cohort and classroom materials, student management, and clinical site management, including but not limited to, adherence to SOEMS/T and CAAHEP accreditation compliance.

Dawson County Fire and Emergency Services agrees that it will enter into binding written agreements with Faithful Guardian, LLC for each paramedic cohort held, Dawson County Fire and Emergency Services will receive three (3) "tuition-free" cohort student slots, to include all fees noted in student fee section of this agreement. Each paramedic cohort taught onsite will be open to outside enrollment of private pay students. Class size will be a minimum of fifteen (15) but not more than thirty (30) students. All private pay cohort students will direct their tuition payments to Faithful Guardian, LLC.

Prior to commencement of the paramedic cohort training, Faithful Guardian, LLC shall require each student participating in the paramedic training class at the location contemplated hereunder to first sign the Release and Waiver Acknowledgement form, attached hereto as Exhibit "C" for reference; failure by Faithful Guardian, LLC to obtain any signature for the foregoing waiver and release form shall be considered a material breach of this agreement and Dawson County Fire and Emergency Services may immediately and absolutely terminate this agreement without further obligation.

5. Resource Commitment to the Collaboration

Each participating organization has agreed to commit resources to the collaboration. All participating organizations will contribute:

- i. The time and effort reasonably required for consistent representation of and participation by the organization on the Leadership Committee;
- ii. Careful attention to risk assessment and risk mitigation including maintaining appropriate insurance coverage and ensuring appropriate supervision of staff, and volunteers, and use of facilities and equipment contributed to the collaboration.
- iii. The resources of their organization required to ensure fulfillment of specific commitments described below;

Specifically, each organization agrees to provide the resources described below:

Faithful Guardian, LLC will provide the following:

- iv. Administrative oversight, maintenance, and coordination of educational staff, including but not limited to, adherence to SOEMS/T and CAAHEP accreditation compliance
- v. Comprehensive educational support including curriculum, lesson plans, course outlines, skill sheets, PowerPoints, lecture material and all required course paperwork.

- vi. Administrative oversight, maintenance and coordination of cohort attendees, including but not limited to, adherence to SOEMS/T and CAAHEP accreditation compliance.
- vii. Oversight, maintenance and coordination of clinical sites, clinical scheduling, and clinical skill verification
- viii. Adjunct instructors and will maintain the adjunct instructors on Faithful Guardian, LLC's payroll

Dawson County Fire and Emergency Services will provide the following:

- ix. Access to a primary classroom location and alternate classroom location
- x. Provide a lead instructor and maintain the lead instructor on the Dawson County Fire and Emergency Services payroll
- xi. Provide the SOEMS/T and CAAHEP required classroom equipment for each cohort
- xii. Administrative assistance with establishing and maintaining clinical site relationships
- xiii. Marketing support necessary to make the program successful

Students attending the cohorts will be responsible for the following:

- xiv. FGTC Elite Portal- \$199.00 (Virtual Online Classroom purchased through FGTC)
- xv. Course textbook- Price Varies (See textbook flyer- Textbooks may be used)
- xvi. Registration Fee for Program- \$75.00
- xvii. Course uniform- \$40.00
- xviii. HPSO Professional Liability Insurance- \$50.00
- xix. FSDAP- \$230.00
- xx. Shots/Titers- Prices vary depending on specific needs
- xxi. TB Skin Test- Price varies
- xxii. Advantage Student Background/Drug screen- Price Varies depending on what state the student has lived.
- xxiii. Medical Physical- \$69.00 (Price could vary)
- xxiv. National Registry Exam Fees
- xxv. Any additional clinical scheduling fees if required

6. Risk management strategies

Faithful Guardian, LLC and Dawson County Fire and Emergency Services agree that the Leadership Committee will complete an initial risk assessment for the work to be carried out through the collaboration, and will regularly update the assessment, or provide an assessment upon request

by either party herein, as the collaboration is expanded or changed, and review both the analysis and the risk mitigation strategies at least annually.

Each participating organization will consult with its insurance carriers to determine the extent to which the organization's insurance coverage will provide adequate protection for potential damages which may arise through participation in the collaboration. Each participating organization will seek additional insurance coverage, if needed, to mitigate its own risks and to protect the other organizations participating in the collaborative.

The collaborative risk assessment will include, at a minimum, consideration of risks relating to serving program participants, facilities and equipment, employment, volunteers, financial management, and compliance with SOEMS/T, CAAHEP and applicable laws and regulations.

7. Accountability process and problem solving

The Leadership Committee will meet regularly, at least once every month, to jointly evaluate the collaborative, including its progress toward meeting collaborative goals. Faithful Guardian, LLC and Dawson County Fire and Emergency Services are committed to open communication with each other with regard to strengths and limitations in the collaboration. The Leadership Committee will work together to address weaknesses and to improve outcomes.

8. Addition of new participating organizations

The Leadership Committee may, from time to time, recommend the addition of other organizations or governmental bodies to the collaboration. Upon the written agreement of Faithful Guardian, LLC and Dawson County Fire and Emergency Services, additional organizations or governmental entities may be invited to participate in the collaboration. If the invited organizations/entities decide to participate, Faithful Guardian, LLC and Dawson County Fire and Emergency Services will amend this collaboration agreement to include all participating organizations, with all participating organizations sharing equally in the rights and responsibilities described in this agreement.

9. Termination of this agreement

Each participating organization retains the right, for whatever reason, to withdraw from the collaboration upon giving the other participating organizations at least sixty (60) days' notice of its decision to withdraw. The withdrawal of any participating organization from the collaboration shall result in absolute termination of this collaboration agreement without further obligation on either party hereunder. The remaining organizations, if any, may choose to enter into a new agreement to guide their continuing work together. Each term of this agreement is material, and either party's breach of any term of this agreement shall be considered a material breach of the entire agreement and shall be grounds for immediate and absolute termination without further obligation on the part of the nonbreaching party. Upon termination hereunder, Faithful Guardian, LLC shall remove at its own expense all equipment, materials, and other personal property owned

by Faithful Guardian, LLC from the paramedic cohort and classroom location within forty-five (45) calendar days following termination; failure by Faithful Guardian, LLC to remove all equipment, materials, and other personal property shall result in the same becoming personal property of Dawson County Fire and Emergency Services and the same will be at their own discretion and disposal. Furthermore, in the event of early termination hereunder, Faithful Guardian, LLC's obligation to provide tuition for three (3) cohort students at the Dawson County Fire and Emergency Service's choice shall endure until the expiration of the cohort certification for the said class.

10. Extension or amendment of this agreement

This agreement, including any exhibits hereto, constitutes the complete agreement between the parties and supersedes any and all other agreements, either oral or in writing, between the parties with respect to the subject matter of this agreement. This agreement may be extended or amended only through unanimous agreement by Faithful Guardian, LLC and Dawson County Fire and Emergency Services. The decision to amend or extend the agreement, and language describing the agreed upon changes, shall be documented in writing, including the date of the amendment/extension, and the signatures of the chief operating officers of each participating organization.

11. Governing Law. This agreement shall be governed by and construed in accordance with the laws of the State of Georgia without regard to choice of law principles.

12. Nondiscrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and all other provisions of Federal law, Faithful Guardian, LLLC agrees that, during performance of this agreement, for itself, its assignees and successors in interest, Faithful Guardian, LLC will not discriminate against any employee or applicant for employment, any subcontractor, or any supplier because of race, color or belief, political affiliation, creed, national origin, gender, age or disability. In addition, Faithful Guardian, LLC agrees to comply with all applicable implementing regulations and shall include the provisions of this paragraph in every subcontract, if any, for services contemplated under this agreement.

13. E-Verify. Pursuant to O.C.G.A. § 13-10-91, Faithful Guardian, LLC shall:

complete the form attached hereto as Exhibit "A", averring that: (i) it will not perform any services in the United States and is exempt from compliance with United States immigration verification laws with respect to the services performed under this Agreement; or (ii) it has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91, and that will continue to use the federal work authorization program throughout the term of the Agreement; or (2) provide evidence that it is

an individual licensed in good standing under Title 26 or Title 43 of the Georgia Code, or by the State Bar of Georgia; or (3) provide a copy of its state-issued drivers' license accompanied by an affidavit that it currently has no employees and does not intend to hire any employees for purposes of satisfying or completing the terms and conditions of this Agreement.

In the event Faithful Guardian, LLC employs or contracts with any subcontractor(s) in connection with this Agreement, Faithful Guardian, LLC agrees to secure from such subcontractor(s): (a) attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 and Georgia Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit attached hereto as Exhibit "B", which subcontractor affidavit shall become part of the subcontractor agreement; or (b) evidence that the subcontractor is not required to provide such an affidavit because it satisfies the criteria of subsections (2) or (3) above. If a subcontractor affidavit is obtained, Faithful Guardian, LLC agrees to provide a completed copy to Customer within five (5) business days of receipt from any subcontractor.

This agreement was unanimously adopted by designated representatives of Faithful Guardian, LLC and Dawson County Fire and Emergency Services on the Effective Date. The signature of the respective officers of each participating organization below, represents the full commitment of their organization to participate actively in the collaboration and implement fully all elements in this agreement.

Faithful Guardian, LLC
[Signature] 3-30-22
Manager/Member Date

ATTEST: [Signature] 03-30-22
Assistant Date

Dawson County, Georgia, by and through its Board of Commissioners

Billy Thurmond, Chair Date

ATTEST: _____
Kristen Cloud, Clerk Date

(COUNTY SEAL)

EXHIBIT "A"

STATE OF Georgia
COUNTY OF _____

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm, or corporation that is engaged in the physical performance of services on behalf of the **Dawson County, Georgia**: (1) provides all such services through employees working outside the US and none of these employees are subject to United States employment eligibility requirements; or (2) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91, and will continue to do so throughout the contract period. The contractor has the following number of employees:

___ 500 or more ___ 100 or more X Fewer than 100

In performing the contract to which this affidavit applies, the undersigned contractor will subcontract for the physical performance of services only with subcontractors who present an affidavit with the information required by O.C.G.A. § 13-10-91(b), unless the subcontractor shows that he/she is legally exempt from that requirement.

Contractor hereby attests that, if applicable, its federal work authorization user identification number and date of authorization are as follows:

834708
Federal Work Authorization User Identification Number

Collaborative Agreement
Date of Authorization


Faithful Guardian, LLC
Name of Contractor

Collaborative Agreement
Name of Project

Dawson County, Georgia
Name of Public Employer

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

Executed on 3-25, 2022 in Carroll County (county), GA (state).


Signature of Authorized Officer or Agent

Thomas Woodroff - President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 25 DAY OF March, 2022
Lora Michelle Hurtado
NOTARY PUBLIC

[NOTARY SEAL]

My Commission Expires:

12-02-2025



EXHIBIT "B"

STATE OF Georgia

COUNTY OF _____

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with **Faithful Guardian, LLC** on behalf of the **Dawson County, Georgia**: (1) provides all such services through employees working outside the US and none of these employees are subject to United States employment eligibility requirements; or (2) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91, and will continue to do so throughout the contract period. The contractor has the following number of employees:

____ 500 or more ____ 100 or more ____ Fewer than 100

In performing the contract to which this affidavit applies, the undersigned subcontractor will further subcontract for the physical performance of services only with subcontractors who present an affidavit with the information required by O.C.G.A. § 13-10-91(b), unless the sub-subcontractor shows that he/she is legally exempt from that requirement. Additionally, the undersigned subcontractor will, upon receipt of an affidavit from any lower-tier sub-subcontractor, forward the same to the contractor within five (5) business days of receipt. Subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

934708
Federal Work Authorization User Identification Number

03/25/2022
Date of Authorization

Faithful Guardian, LLC
Name of Subcontractor

Collaborative Agreement
Name of Project

Dawson County, Georgia
Name of Public Employer

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

Executed on 3-25, 2022
Carroll County (county), GA (state)

[Signature]
Signature of Authorized Officer or Agent

Thomas Woodruff - President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 25 DAY OF March, 2022
Lora Michelle Hurtado

NOTARY PUBLIC
[NOTARY SEAL]
My Commission Expires:

12-02-2025





DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Facilities

Work Session: 04/21/2022

Prepared By: Melissa Hawk

Voting Session: 04/21/2022

Presenter: James Tolbert

Public Hearing: Yes No

Agenda Item Title: Costs for Rental of Generator and Repairs to County-Owned Generator

Background Information:

At the March 3, 2022, Work Session, discussions were held between the County Manager, the Board of Commissioners and IT Director Herman Thompson regarding the dire situation regarding the county-owned generator and the need to have the engine repaired. In the meantime, the need for the county to rent a generator was discussed as well to ensure the Government Center and the Law Enforcement Center would have power should Georgia Power lose the ability to provide electricity.

Current Information:

All invoices have been received for the repairs, the generator rental and the tie cost for the rental generator. The repairs to the county-owned generator are in the amount of \$37,470.96. The rental of the generator totals \$6,434.70. The tie in cost of the rental generator is \$3,467.01. The total for the project is \$47,372.67. Staff requests that this item is moved to the Voting Session for ratification and budget increase to the Facilities Repairs/Maintenance and Equipment Rental Budgets for this project.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
100	1565	522200			\$40,938.00	
Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
100	1565	522320			\$6,435.00	

Recommendation/Motion: Staff respectfully requests the Board to determine the funding source to be used for payment and ratify the emergency repair/rental purchase.

Department Head Authorization: James Tolbert

Date: 04/12/2022

Finance Dept. Authorization: Vickie Neikirk

Date: 4/13/22

County Manager Authorization: David Headley

Date: 4-12-2022

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

VN- Finance recommendation is to use GF fund balance for this expense.



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Finance

Work Session: 4/21/22

Prepared by: Vickie Neikirk

Voting Session: _____

Presenter: Vickie Neikirk

Public Hearing: Yes No

Agenda Item Title: Presentation of financial report for 1st qtr. FY 22

Background Information:

Dawson County operates on a fiscal calendar of Jan. 1-Dec. 31. This is a financial update as of March 31, 2022.

Current Information:

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: No motion needed, this is for information purposes

Department Head Authorization:

Date:

Finance Dept. Authorization: Vickie Neikirk

Date: 4/12/22

County Manager Authorization: David Headley _____

Date: 4-12-2022

County Attorney Authorization: _____

Date: _____

Comments/Attachments:



DAWSON COUNTY GOVERNMENT

Financial Status Update

1st. Quarter 2022

April 21, 2022

Dawson County General Fund-as of 3/31/22

- Main operating fund of the County Benchmark= 25%

- Original FY 2022 Budget \$32,486,680
- Current FY 2022 Budget \$34,900,591

- Revenue Total YTD \$6,697,024 19.19% of budget
- Expenditure Total YTD \$7,093,772 20.33% of budget

- Break-even (rev to exp) does not usually occur until after 3rd quarter

Prior Year Comparison-General Fund

	<u>Adopted FY 22 Budget</u>	<u>Amended FY 22 Budget</u>	<u>Actual YTD</u>	<u>% Budget</u>
REVENUES	32,486,680	34,900,591	6,697,024	19.19%
EXPENDITURES	32,486,680	34,900,591	7,093,772	20.33%

	<u>Adopted FY 21 Budget</u>	<u>Amended FY 21 Budget</u>	<u>Actual YTD</u>	<u>% Budget</u>
REVENUES	30,788,031	31,234,970	5,998,612	19.20%
EXPENDITURES	30,788,031	31,234,970	6,531,663	20.91%

General Fund Revenues as of 3/31/22

	FY 2022 Budget	FY 2022 Actual YTD	% Of Budget	Total Budget % of Revenue
<u>REVENUES:</u>				
TAXES	17,639,980	3,874,908	21.97%	50.54%
L.O.S.T.	9,300,000	1,589,361	17.09%	26.65%
LICENSES & PERMITS	1,240,550	529,403	42.67%	3.55%
CHARGES FOR SERVICES	2,545,411	417,712	16.41%	7.29%
INTERGOVERNMENTAL REVENUES	338,500	116,443	34.40%	0.97%
FINES & FORFEITURES	301,000	100,789	33.48%	0.86%
INVESTMENT INCOME	42,050	1,390	3.31%	0.12%
DONATIONS	20,955	20,954	100.00%	0.06%
MISCELLANEOUS	333,498	46,064	13.81%	0.96%
OTHER FINANCING SOURCES	3,138,647	-	0.00%	8.99%
TOTAL	34,900,591	6,697,024	19.19%	100.00%

L.O.S.T. (Local option sales tax)

MONTH	2022	2021	% Change
January	801,628.52	693,526.54	15.59%
February	787,732.56	659,451.20	19.45%
March			
YTD Total	\$1,589,361.08	\$1,352,977.74	17.47%

YTD change = \$236,383.34

General Government Expenditures

GENERAL GOV. DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Board of Commissioners	176,206	32,597	18.50%
County Administration	251,523	52,330	20.81%
Elections/Registrar	388,305	94,610	24.36%
General Government	1,502,247	421,634	28.07%
Finance	630,443	169,360	26.86%
Information Technology	796,781	140,650	17.65%
Human Resources	256,940	48,018	18.69%
Tax Commissioner	496,400	108,344	21.83%
Tax Assessor	566,380	119,378	21.08%
Board of Equalization	21,621	-	0.00%
Risk Management	464,363	131,616	28.34%
Facilities	1,113,162	204,826	18.40%
Public Relations	110,468	16,454	14.89%
Total General Government	774,839	1,539,817	22.73%

Judicial Expenditures

JUDICIAL DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Superior Court	660,141	110,810	16.79%
Clerk of Court	674,001	155,841	23.12%
District Attorney	830,828	180,889	21.77%
Magistrate Court	494,375	107,983	21.84%
Probate Court	347,172	79,935	23.02%
Juvenile Court	354,599	31,135	8.78%
Public Defender	536,110	88,210	16.45%
Total Judicial	3,897,226	754,802	19.37%

Sheriff Expenditures

SHERIFF DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Sheriff	4,251,358	1,006,465	23.67%
Sheriff-K-9	34,350	5,646	16.44%
Sheriff-Jail	3,182,534	701,386	22.04%
Sheriff-School Traffic Mgmt.	60,000	4,416	7.36%
Sheriff-School Resource Officers	467,556	103,484	22.13%
Sheriff- Donations	49,287	-	0.00%
Sheriff-Court Services	869,330	196,115	22.56%
Sheriff-Special Event Officers	22,130	3,655	16.52%
TOTAL SHERIFF	8,936,545	2,021,167	22.62%

Public Safety Expenditures

PUBLIC SAFETY DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Marshals	279,072	43,968	15.76%
Fire	2,486,583	583,799	23.48%
Fire Marshal & Prevention	23,510	8,246	35.07%
EMS	2,843,635	687,955	24.19%
Coroner	129,352	24,790	19.16%
EMA	134,268	26,542	19.77%
Humane Society	160,000	40,000	25.00%
Total Public Safety	6,056,420	1,415,299	23.37%

Public Works Expenditures

PUBLIC WORKS DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Public Works -Admin	227,087	40,664	17.91%
Roads Department	1,701,046	297,504	17.49%
Keep Dawson Co. Beautiful	13,033	569	4.37%
Total Public Works	1,941,166	338,737	17.45%

Health & Welfare Expenditures

HEALTH & WELFARE DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Health Department	162,000	40,500	25.00%
Good Shepherd Clinic	30,000	7,500	25.00%
CASA	7,500	1,875	25.00%
DFACS	9,000	2,250	25.00%
Avita	35,300	8,825	25.00%
No one alone (NOA)	5,000	1,250	25.00%
Indigent Welfare	7,000	4,200	60.00%
Senior Center	111,254	22,158	19.92%
Senior Services Donations	77,745	2,631	3.38%
Medicare Silver Sneakers	6,260	650	10.38%
Total Health & Welfare	451,059	91,839	20.36%

Recreation & Culture Expenditures

RECREATION & CULTURE DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Park	1,239,203	280,094	22.60%
Park Donations	41,307	5,461	13.22%
Park Women's Club	219	-	0.00%
Park Pool	39,030	3,544	9.08%
War Hill Park	33,751	6,792	20.12%
Library	425,000	106,239	25.00%
Total Recreation & Culture	1,778,510	402,130	22.61%

Housing & Development Expenditures

HOUSING & DEVELOPMENT DEPTS.	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
County Extension	95,738	21,278	22.23%
Planning & Development	891,623	190,751	21.39%
Development Authority	240,000	60,000	25.00%
Total Housing & Development	1,227,361	272,029	22.16%

Other Financing Uses

OTHER FINANCING USES	FY 2022 Budget	FY 2022 Actual YTD	% of Budget
Transfer out to Family Connection	44,488	11,122	25.00%
Transfer out to Grants	688,912	10,410	1.51%
Transfer out to Capital	2,209,840	13,250	0.60%
Transfer out to Fleet	349,482	86,986	24.89%
Transfer out to E-911	464,700	116,175	25.00%
Transfer out to DCARGIS	80,043	20,011	25.00%
Total Other Financing Uses	3,837,465	257,954	6.72%

TOTAL GENERAL FUND EXPENDITURES BY FUNCTION

<u>EXPENDITURES:</u>	<u>FY 2022 Budget</u>	<u>FY 2022 Actual YTD</u>	<u>% Of Budget</u>	<u>% of all YTD Expenses</u>
GENERAL GOV. DEPTS.	6,774,839	1,539,817	22.73%	21.71%
JUDICIAL DEPTS.	3,897,226	754,802	19.37%	10.64%
PUBLIC SAFETY DEPTS.	6,056,420	1,415,299	23.37%	19.95%
SHERIFF DEPTS.	8,936,545	2,021,167	22.62%	28.49%
PUBLIC WORKS DEPTS.	1,941,166	338,737	17.45%	4.78%
HEALTH & WELFARE DEPTS.	451,059	91,839	20.36%	1.29%
RECREATION & CULTURE DEPTS.	1,778,510	402,130	22.61%	5.67%
HOUSING & DEVELOPMENT DEPTS.	1,227,361	272,029	22.16%	3.83%
OTHER FINANCING USES	3,837,465	257,954	6.72%	3.64%
TOTAL	34,900,591	7,093,772	20.33%	100.00%

Investment in Employees

GENERAL FUND BY CATEGORY

	BUDGET	YTD EXPENDITURES	% of Total Exp.
SALARIES/BENEFITS	21,569,887	4,516,159	63.66%
PURCHASED CONTRACTS/SERVICES	3,909,651	970,927	13.69%
SUPPLIES	3,224,869	563,257	7.94%
CAPITAL OUTLAY	45,760	8,200	0.12%
INTERFUND CHARGES	370,000	122,670	1.73%
OTHER COSTS	1,597,057	337,046	4.75%
DEBT SERVICE	345,902	317,560	4.48%
OTHER FINANCING USES	3,837,465	257,954	3.64%
TOTAL	34,900,591	7,093,772	100.00%

Almost 64 cents of every dollar spent YTD out of General Fund has been for salaries/benefits

Significant additions to GF Budget in FY 22

\$ 81,430 Fire Hydrants

\$ 2,075,410 Carryover for Comprehensive Security System
upgrade

\$ 61,736 Carryover for ACCG Risk Management funds

FY 21 Close out

FY 21 audit field work was performed last week. Auditors are working on results and will present to the Board at a future date.

Most of the year end budget adjustments were completed using funds already appropriated by the BOC.

It is anticipated that the General Fund will see an increase in fund balance as of 12-31-21.

FY 21 Year-end budget adjustments

Departments Exceeding Budget at 12/31/2021: (Budget Moves Approved by County Manager)

Juvenile Court

Indigent Defense - Child	\$ 20,619
Indigent Defense - Parent	\$ 6,030
	<u>\$ 26,649</u>

Budget Moved From:

100-00-1500-579001-000	Contingency - Legal Fees	\$ 2,469
100-00-1500-521201-000	Professional Svcs - Attorney	\$ 22,884
100-00-1500-579000-000	Contingencies	\$ 1,296
		<u>\$ 26,649</u>

Superior Court

Technical - Court Reporter	\$ 13,983
Intergov't - Hall County	\$ 3,148
	<u>\$ 17,131</u>

100-00-1500-521201-000	Professional Svcs - Attorney	\$ 17,131
		<u>\$ 17,131</u>

Coroner

Other Svcs - Morgue	\$ 3,220
	<u>\$ 3,220</u>

100-00-1500-511100-000	Salary - Contingency	\$ 3,220
		<u>\$ 3,220</u>

Other funds

<u>FUND</u>	<u>FY 2022 Budget</u>	<u>FY 2022 YTD Revenues</u>	<u>FY 2022 YTD Expenditures</u>
E-911	1,139,900	166,406	302,973
Family Connection	232,221	28,022	26,602
Grants Fund	2,346,197	483,449	519,988
Hotel/Motel	450,000	115,914	42,563
Capital Projects	2,656,420	33,585	201,517
Solid Waste Fund	626,713	40,719	88,828
Impact Fees	2,423,289	609,497	4,728

S.P.L.O.S.T. REVENUE (Special purpose local option sales tax)

MONTH	2022	2021 (SPLOSTVI)	% Change
January	\$910,941.49	\$787,979.46	15.60%
February	894,728.07	749,380.09	19.40%
March			
April			
May			
June			
July			
August			
YTD Total	\$1,805,669.56	\$1,537,359.55	
Change		\$268,310.01	17.45%

S.P.L.O.S.T. VI YTD EXPENDITURES

• Sheriff	\$223,899	Vehicles and equipment
• Fire	\$374,852	Debt payoff and small equipment
• Roads	\$ 91,303	Elliott Rd./Harry Sosebee Roundabout (\$630k encumbered)
• Parks	\$878,933	Park improvements
• IT	<u>\$ 15,510</u>	<u>IT equipment</u>
• Total YTD	\$1,584,498	

S.P.L.O.S.T. VII

- Collections began July 1, 2021
- Total collections through 3/31/22 = \$8,172,752.80

Total spent 1st. Qtr. \$18,673 (communications project for E-911)

Impact Fees

- Impact fees were re-instated in 2018.
- Over \$5.4 million has been collected since that time.
- Impact fees can only be used for capital improvement related to growth in the county. Not for salaries and other regular maintenance repairs and operations.
- Departments designated use of these funds are: Library, Parks, Emergency Services and Roads.
- Uses of Impact fees since 2018: Fire Truck \$122,000, Two ambulances \$746,054, Park Expansion \$1,020,191, Library \$41,684.

Notable Purchases/Projects-1st. Qtr.

- Several vehicles on order for Sheriff and other departments
- LMIG Projects in process by Public Works
- Planning and discussions regarding the new Emergency Operations Center/Communications upgrade
- Completed construction of the Harry Sosebee Roundabout
- IT working on conference room upgrades, cyber security, phone system upgrade completed, new helpdesk system rolled out
- Turf fields at Rock Creek, Rock Creek Walking Trail, Canoe put-in ramp

CONCLUSION

The first quarter of 2022 has been a financially successful quarter and it is anticipated that the year will continue in a positive direction.

Thank you to all the Elected officials, Department Directors and Staff who work to make Dawson County a fiscally sound county government.

QUESTIONS????





DAWSON COUNTY BOARD OF COMMISSIONERS

April 21, 2022

Billy Thurmond
Chairman

Sharon Fausett
Commissioner
District 1

Chris Gaines
Commissioner
District 2

Tim Satterfield
Commissioner
District 3

Emory Dooley
Commissioner
District 4

Heather Feldman, Executive Director
Georgia Mountains Regional Commission
PO Box 1720
Gainesville, GA 30503
VIA EMAIL ONLY: hfeldman@gmrc.ga.gov

RE: Request for Assistance

Dear Heather:

Dawson County would like to request the assistance of the Georgia Mountains Regional Commission in preparing grant applications (e.g. CDBG, ARC, etc.) for the construction of a new health department to serve the citizens of Dawson County.

We look forward to working with you and your staff. If you have questions or need additional information, please feel free to contact County Manager David Headley at 706-344-3500, extension 42236, or dheadley@dawsoncounty.org.

Sincerely,

Billy Thurmond, Chairman
Dawson County Board of Commissioners

David Headley
County Manager

Kristen Cloud
County Clerk

VITA

EMILY C. BAGWELL

Post Office Box 183

Clermont, GA 30554

Telephone

E-mail: Emily@ecblaw.net

EMPLOYMENT

Emily C. Bagwell, Attorney at Law, LLC (November 2012 to present)

- Governmental Affairs, with an emphasis on property and casualty insurance issues before the Georgia General Assembly.
- Community Relations Projects for Northeast Georgia Health System
- Zoning and related work for Northeast Georgia Health System
- Hearing officer for school districts and counties on personnel and student issues
- General Business Issues

Whelchel, Dunlap, Jarrard and Walker, LLP, Partner (December 1999 – October 2012)

- General Business Practice, with an emphasis on employment, transactional matters and representing public entities.
- Workers' Compensation
- Health Care Law
- Governmental Affairs

Harben & Hartley, Associate (1993-1995); **Partner** (1995-1999)

- Specialized in representing school districts throughout Georgia.
- Extensive experience in presenting in group settings on legal issues to teachers, administrators, school board members.

Stewart, Melvin & Frost, Associate (June 1992 – November 1993)

EDUCATION

May 1992 **Washington & Lee University, J.D.**
Cum Laude; J. Hampton & Sallie Hester Price Scholarship

August 1989 **University of Georgia, A.B.**
Cum Laude, with high honors and departmental honors in Geology and History
Phi Beta Kappa; Mortar Board Honor Society; Golden Key Honor Society; Blue Key;
Delta Delta Delta Social Sorority, President (1998-1999)

BUSINESS/PROFESSIONAL AFFILIATIONS

Gainesville-Hall County Bar Association
State Bar of Georgia., Member
Active with the Georgia Council on Property and Casualty Insurance

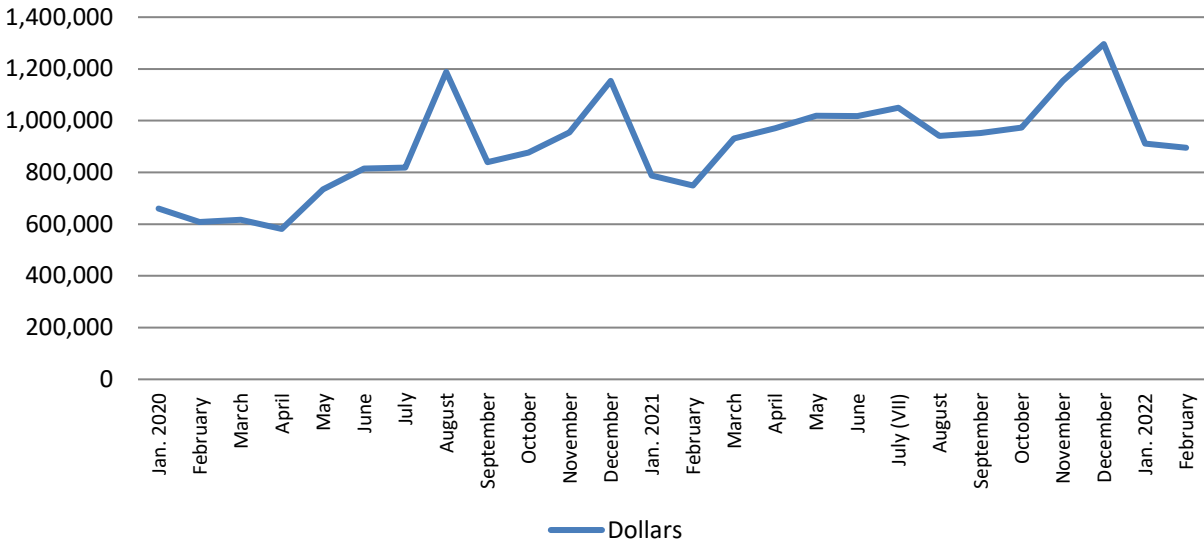
SELECTED COMMUNITY ACTIVITIES & RECOGNITIONS

Elachee Nature Science Center Board of Directors (2012 – present, President, 2020-2021; Secretary, 2018-2019)
Chicopee Area Woods Park Commission (2017-present)
Greater Hall Chamber of Commerce, Chairman (2009-2010); Board of Directors; Audit and Finance Committees (2012-present); Chairman, Education & Community Development (2002 – 2003); Chairman, Government Affairs (2003 – 2004); Co- Chairman, HallMark Committee (2004-2005, 2005-2006); (Silver Shovel Award 1994 and 2002)
United Way of Hall County, Campaign Chairman (2004 – Campaign exceeded goal of \$1.8 million); Board of Directors (2003-2006); Campaign Division Leader (1996, 1998, 2003),
Gateway House Women's Shelter Board of Directors (2003 – 2006; Vice Chairman – 2005; Chairman – 2006; Advisory Board 2007-present)
Leadership Georgia (Class of 2002)
Named 40 under 40 by Georgia Trend Magazine, 2003

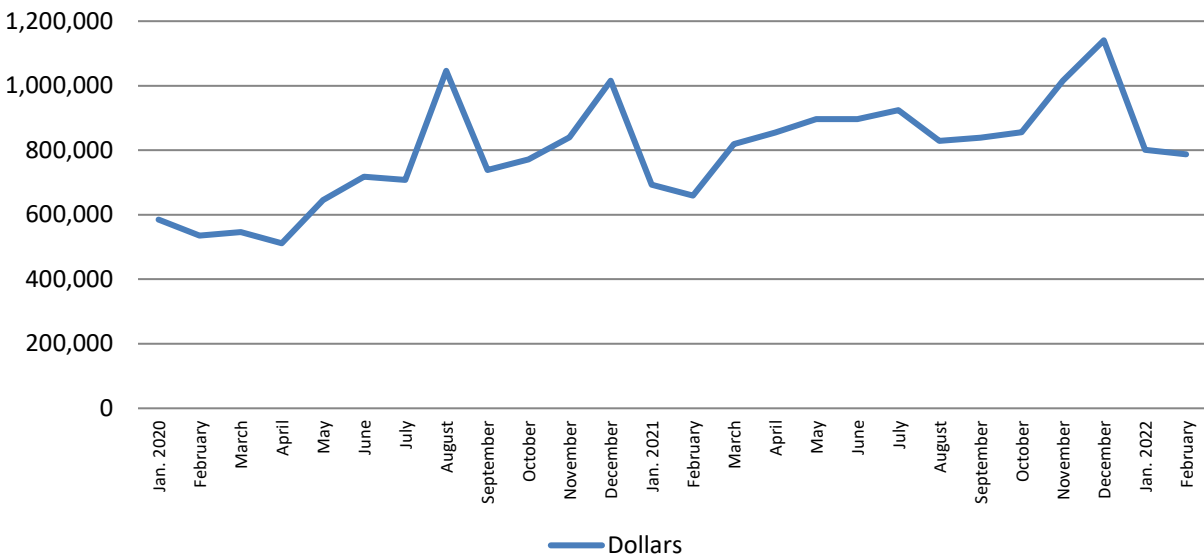


Key Indicator Report
March 2022

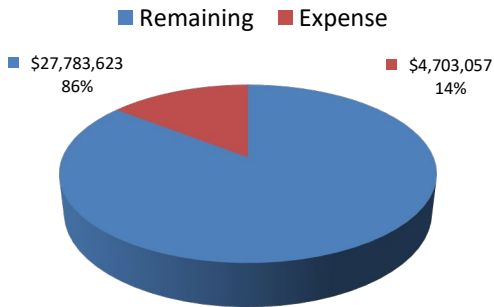
SPLOST VI and VII COLLECTION CHART



LOST COLLECTION CHART

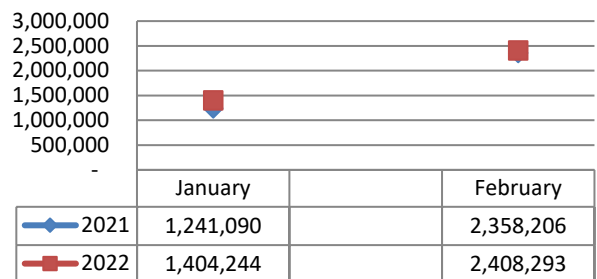


Budget

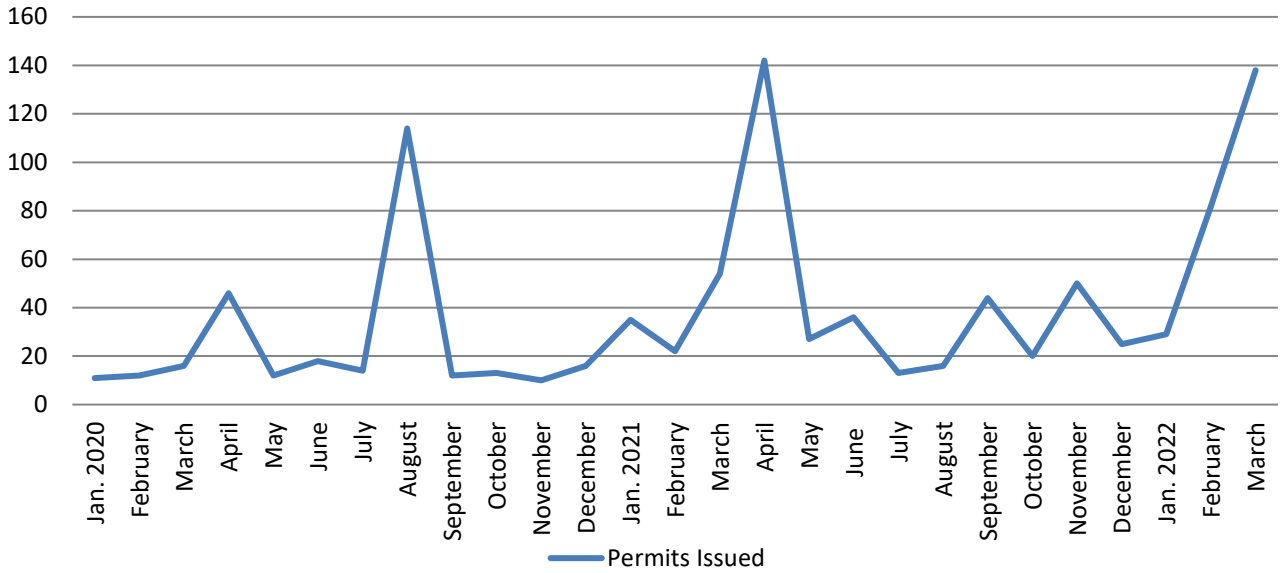


Through 02/28/2022

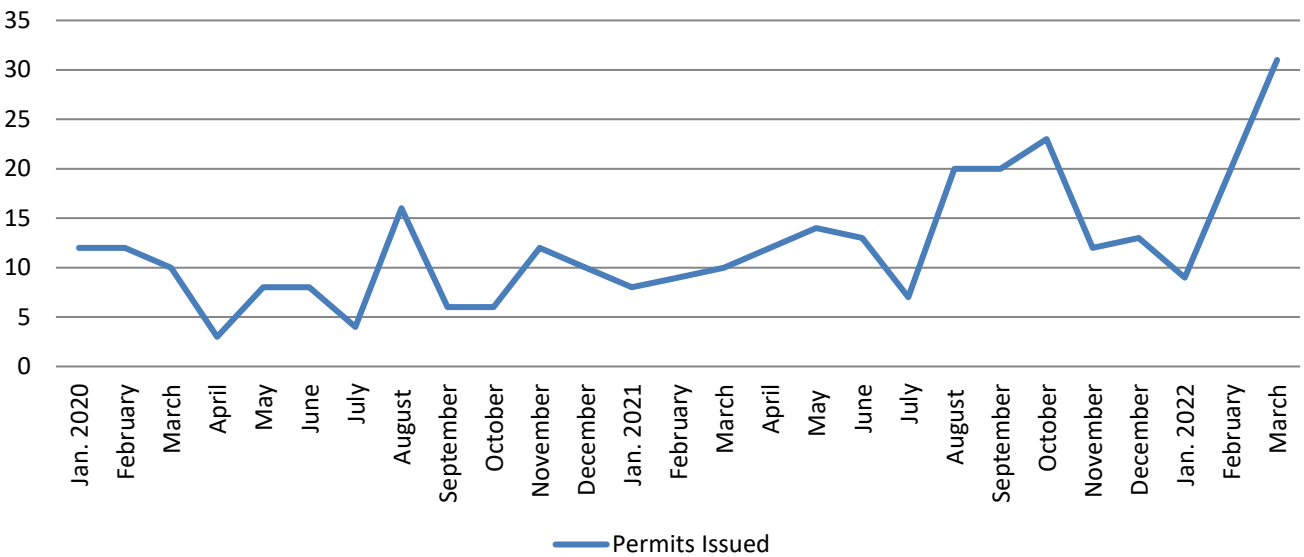
All Revenue Per Month



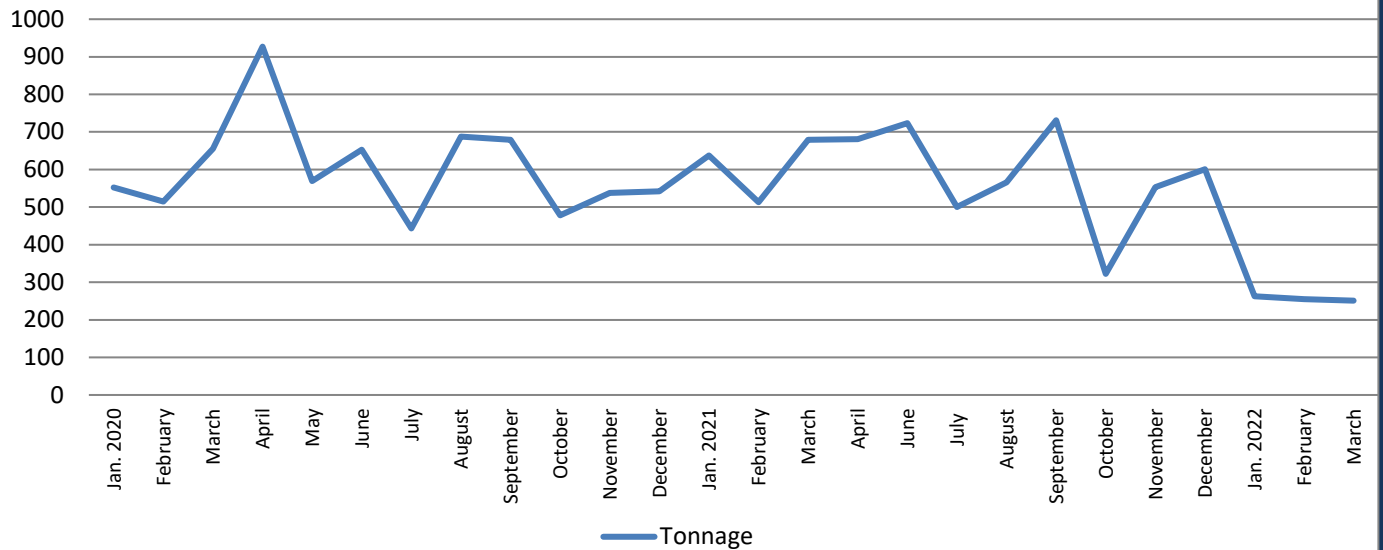
SINGLE-FAMILY HOME BUILDING PERMITS ISSUED



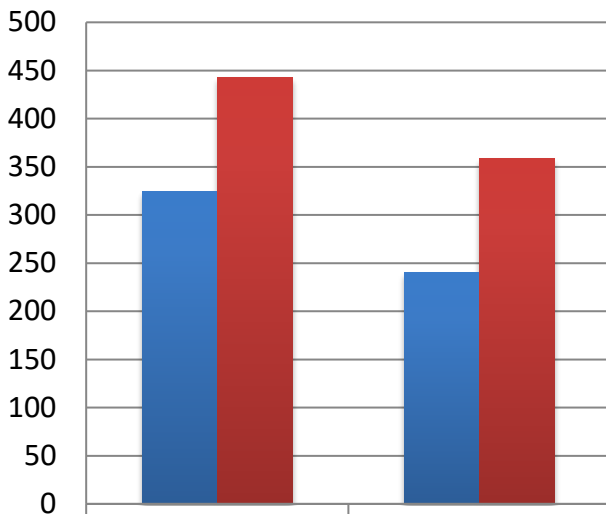
COMMERCIAL BUILDING PERMITS ISSUED



TRANSFER STATION TONNAGE COLLECTION

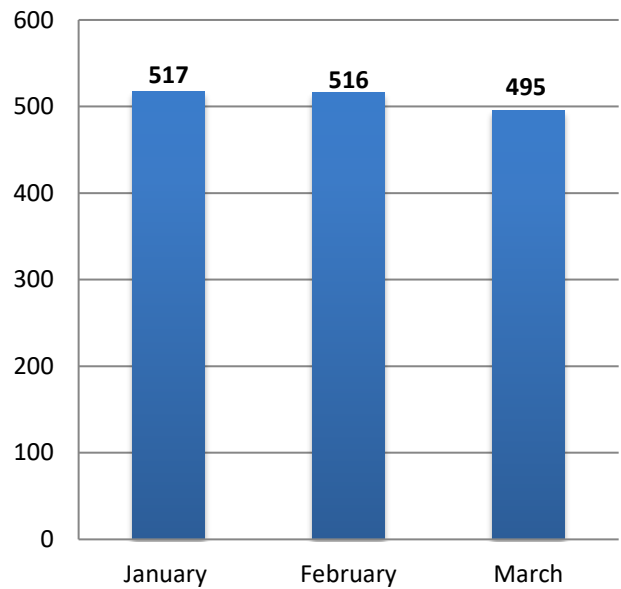


EMS/Fire Calls for Service

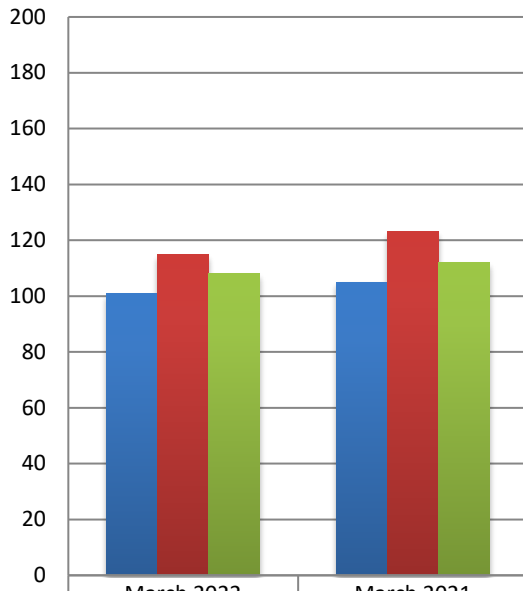


	March 2022	March 2021
EMS	324	240
Fire	443	359

Number of County Employees

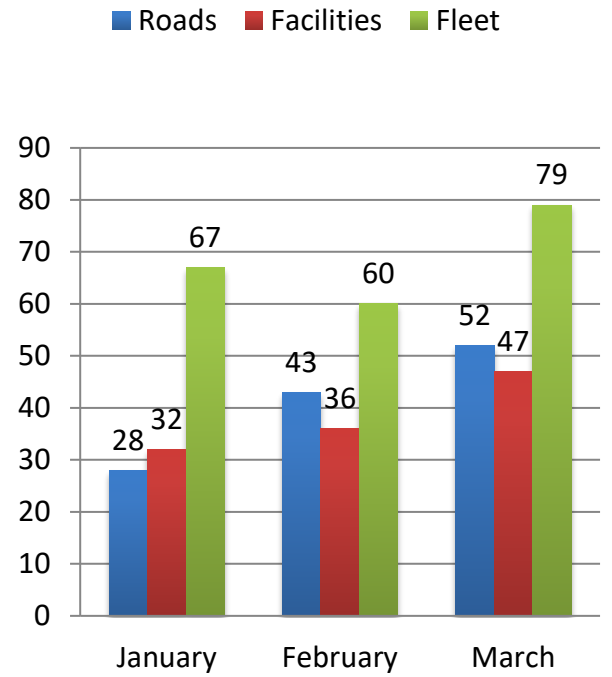


Inmate Population



	March 2022	March 2021
Lowest Daily Count	101	105
Highest Daily Count	115	123
Daily Average	108	112

Repair Requests





Dawson County Board of Commissioners

Elections/Registrar Monthly Report – March 2022

- **New Applications/Transfers In: 243**
- **Changes/Duplicates: 3505**
- **Cancelled/Transferred Out: 94**
- **Total Processed: 3842**

HIGHLIGHTS

Voter Registration Projects:

- GARVIS (the State's new voter registration system) webinars and training continue daily. System went live March 30, 2022; still receiving daily updates and changes.
- Redistricting is completed.
- Precinct cards for redistricting updates went out to each voting citizen – (23,312 were mailed out). Those with different addresses/mailing issues are coming back to process.
- NCOA (National Change of Address) notices mailed on 1/4/22 continue to come in. As of 2/28/22, 408 (out of 875) have been returned and processed.

Elections Projects:

- Department webpage information project near completion; new information forthcoming with GARVIS.
- Ballots for the May 24, 2022 General Primary have been proofed, signed off and waiting for project and ballot order information to be processed.
- Poll worker contact and updates for 2022 elections is complete.
- Poll Worker scheduling for the May Primary to include Advance Voting is complete.
- GAVREO Conference March 20-23, 2022 in Athens, GA (continuing education certification) complete.
- Maps & internal street lists with redistricting changes are complete.

Highlights of plans for upcoming month:

- Logic & Accuracy testing of election equipment is scheduled to begin April 12, 2022 from 9-5 daily at the Board of Elections office and will continue until completion.
- Determined after 5-6 days, GARVIS system needs more time; Switching back to eNet system until after the June Primary Runoff.
- Process backlog due to transition of voter registration system
- Poll Worker training, supply inventory & ordering,
- Advance Voting preparation for the May 24, 2022 General Primary.
- Board of Elections & Registration monthly meeting is April 20, 2022, 9:30 a.m. at 96 Academy Avenue.



Dawson County Board of Commissioners

Dawson County Emergency Services Monthly Report – March 2022

Fire Responses	JAN	FEB	MAR	EMS Responses	JAN	FEB	MAR	EMS Revenue		
2020	354	290	287	2020	266	213	208	2021	MAR	\$53,418.47
2021	338	308	359	2021	267	242	240	2022	MAR	\$65,840.41
2022	474	355	443	2022	360	280	324	23.25% increase from last year		

Plan Review and Inspection Revenue Total		Business Inspections Total	
		Final Inspections	Annual & Follow Up Inspections
County	\$3,400.00	13	59
City	\$600.00	2	5

HIGHLIGHTS: Dawson County Emergency Services Projects			
Training Hours Completed by Staff	1,638.16 hours	Fire Investigations	3
PR Detail	3	CPR Training per Individual	0
Smoke Detector Installations	3	Stop the Bleed Training per Individual	0
Public Education (Schools)	0	Child Safety Seat Installations	2
Search & Rescue / Water Rescue	2	Plan Reviews	18

Types of Fires Total –22			
(11) 111-118: Structure Fire Building, Cooking, Chimney- Flue, Incinerator, Fuel Burner-Boiler	3	(14) 141-143: Natural Vegetation Fire Forest, Woods, Wildland, Brush, Grass	13
(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	3
(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 – 94,150 gallons			
Etowah Water	93,150 gallons	Pickens County	0 gallons
City of Dawsonville	1,000 gallons	Big Canoe	0 gallons
Forsyth County	0 gallons	Other	0 gallons



Dawson County Board of Commissioners

Facilities Monthly Report –March 2022

- **Total Work Orders: 47**
- **Community Service Workers: 1**

HIGHLIGHTS:

- *Completed work on Generator at Government Center
- *Replaced hot water heater (in-house) at Library
- *Pressured washed outside of building Government Center



DAWSON COUNTY, GA

Where Quality of Life Matters

FACILITIES DEPARTMENT

MONTHLY REPORT

For Period Covering the Month of March 2022

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Repaired roof	Butler Building
2	Moved offices around and refrigerators	Health Department
3	Worked on HVAC	Library annex-Fire Station #2
4	Completed work on Generator	Government Center
5	Attended multiple meetings on projects around the county	County Projects
6	Completed work on lights	Fire Station #8
7	Replaced hot water heater (in-house)	Library
8	Washed all trucks	Facilities
9	Replaced light at fueling center with LED	Fueling Center Island
10	Hired new part-time custodian	Government Center
11	Repaired water leaks	Senior Center
12	Pressured washed outside of building	Government Center
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26	Total Work Orders for the month = 47	Facilities
27	Total Community Service for the month = 1	Facilities

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

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

Dawson County Board of Commissioners

Finance Monthly Report – March 2022

FINANCE HIGHLIGHTS

- **LOST Collections:** \$787,733 – up 19.5% compared to February 2021
- **SPLOST Collections:** \$894,728 – up 19.4% compared to February 2021; Total SPLOST VII collections: \$8,172,753
- **TAVT:** \$211,339 – up 16.8% compared to February 2021
- **See attached Revenue and Expenditure Comparison for 2021**
- **Total County Debt:** \$1,915,000 (See attached Debt Summary)
- **Audit Status:** 2021 Audit fieldwork in progress
- **EMS Billing Collections:** \$109,852 for February 2022; \$202,776 YTD
- **Budget Status:** FY 2022 Budget approved 11/18/2021
- **Monthly Donations/Budget Increases:** \$155,753
 - Passport Fees - \$6,860
 - Donations - \$13,846
 - Fire Hydrants per BOC approval (Use of Fund Balance) - \$81,430
 - Salt for Roads Department per BOC approval (Use of Fund Balance) - \$20,530
 - Insurance Reimbursement for Transit Bus Repairs - \$3,827
 - Carryover of 2021 Donations - \$29,260

PURCHASING HIGHLIGHTS

Formal Solicitations

- Design of ADA Compliant Synthetic Turf Field – Park & Rec

Informal Solicitations

- Professional Services to Administer the Dawson County Stormwater Management Program – Public Works

Quotes for less than \$25,000 this month

- Gasoline – Fleet Maintenance
- Diesel – Fleet Maintenance
- De-Icing Salt – Public Works

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

- None

Pending Projects

- Awaiting Delivery of New Vehicles
- Comprehensive Upgrade of Security System
- Single Restroom Addition at Splash Pad
- Radio System Upgrade Plans
- All-Inclusive Health Care Services

Work in Progress

- Land Use Resolution Update
- 400 Overlay Update
- 53 Overlay
- Energov Upgrade
- Road Rehabilitation
- Unified Solution for Inmate Communication
- Culvert Renovations
- Artificial Turf at Rock Creek Park
- Etowah River Canoe Ramp

Future Bids

- Install Soil Vapor Extraction System at Closed Landfill
- Inmate Banking/Commissary
- Inmate Food Services

Future Bids – SPLOST VI

- Pothole Patching Machine – Roads
- Water Filtration System for DCGC & DCSO – Facilities
- Storm Truck – Roads
- 2022 Capital & SPLOST Projects

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

- None

Budget to Actual

	Actual at 2/28/2022	Percent of Budget Actually Collected/ Expended	2022 BOC (2) Approved Budget	Over(Under) Approved Budget	Percentage Over(Under) Approved Budget
Revenue	\$ 3,812,538	11.74%	\$ 32,486,680	\$ (28,674,142)	-88.26%
Expenditures	4,703,057	14.48%	32,486,680	(27,783,623)	-85.52%
	<u>\$ (890,520)</u>	<u>-2.74%</u>	<u>\$ -</u>	<u>\$ (890,520)</u>	<u>-2.74%</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 2/28/2022 because revenue collections are 30 days behind. The LOST revenues for the month of February were received in March.

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

\$ 32,486,680	Original Budget
\$ 29,260	Carryover Balances
\$ (29,833)	January
\$ 126,493	February
	March
	April
	May
	June
	July
	August
	September
	October
	November
	December
<u>\$ 32,612,600</u>	Revised Budget

**ACTUAL COMPARISON
JANUARY - DECEMBER 2022**

MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec*	YTD
2021 REVENUE	1,241,090	2,358,206	2,399,317	2,824,690	2,662,284	2,442,165	2,621,534	2,721,316	2,812,122	4,533,072	2,920,562	4,583,317	34,119,674
2022 REVENUE	1,404,244	2,408,293											3,812,538
% CHANGE	13%												-89%
2021 EXPENSE	1,985,299	2,033,065	2,512,136	2,268,779	2,264,957	2,532,193	3,103,383	2,289,953	2,573,384	2,146,187	2,255,732	3,497,579	29,462,647
2022 EXPENSE	2,132,916	2,570,141											4,703,057
%CHANGE	7%												-84%
2022 Total Rev-Exp	\$ (728,672)	\$ (161,847)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (890,520)

REVENUE
 YTD 2021 3,599,296
 YTD 2022 3,812,538
 % Changed 5.92%

EXPEDITURES
 YTD 2021 4,018,364
 YTD 2022 4,703,057
 % Changed 17.04%

***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	2021								
	TAVT			TOTAL OF LOST & TAVT					
	2021 LOST	\$ CHANGE	%CHANGE	TAVT	\$ CHANGE	TAVT % CHANGE	TAVT	\$ CHANGE	% CHANGE
JANUARY	693,527	108,451	18.54%	190,308	(7,472)	-3.8%	883,834	100,979	12.90%
FEBRUARY	659,451	124,300	23.23%	181,007	18,129	11.1%	840,458	142,429	20.40%
MARCH	819,160	272,988	49.98%	246,536	82,968	50.7%	1,065,696	355,956	50.15%
APRIL	854,327	342,780	67.01%	218,835	115,530	111.8%	1,073,162	458,310	74.54%
MAY	896,340	250,384	38.76%	218,332	53,839	32.7%	1,114,672	304,223	37.5%
JUNE	895,943	178,263	24.84%	217,706	24,427	12.6%	1,113,649	202,690	22.3%
JULY	923,876	215,975	30.51%	188,197	16,992	9.9%	1,112,073	232,966	26.5%
AUGUST	828,631	(217,553)	-20.79%	213,580	42,368	24.7%	1,042,211	(175,185)	-14.4%
SEPTEMBER	838,437	99,416	13.45%	213,535	40,085	23.1%	1,051,973	139,501	15.3%
OCTOBER	856,016	84,564	10.96%	220,277	35,162	19.0%	1,076,293	119,726	12.5%
NOVEMBER	1,015,873	176,041	20.96%	171,995	(9,219)	-5.1%	1,187,868	166,821	16.3%
DECEMBER	1,140,733	125,241	12.33%	223,920	33,613	17.7%	1,364,654	158,853	13.2%
Prorata Distribution(June)	1,144	538	88.67%						
Prorata Distribution (Dec.)	692	(409)	-37.14%						
TOTAL	\$ 10,424,150	\$ 1,760,979		\$2,504,229			12,926,543	\$2,207,269	

LOST COLLECTIONS BY SALES MONTH	2022								
	TAVT			TOTAL OF LOST & TAVT					
	2022 LOST	\$ CHANGE	%CHANGE	TAVT	\$ CHANGE	TAVT % CHANGE	TAVT	\$ CHANGE	% CHANGE
JANUARY	801,629	108,102	15.6%	180,716	(9,592)	-5.0%	982,344	98,510	11.1%
FEBRUARY	787,733	128,281	19.5%	211,339	30,332	16.8%	999,071	158,613	18.9%
TOTAL	\$ 1,589,361	\$ 236,383		\$392,054			1,981,416	\$257,123	

FY22 LOST & TAVT	1,981,416
FY21 LOST & TAVT	\$ 12,926,543
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			
FY21 ACTUAL TO DATE	\$1,352,978	FY21 ACTUAL TO DATE	\$1,724,293
FY22 ACTUAL TO DATE	\$1,589,361	FY22 ACTUAL TO DATE	\$1,981,416
\$ DIFFERENCE	236,383	\$ DIFFERENCE	257,123
% DIFFERENCE	17.5%	% DIFFERENCE	14.9%

SPLOST COLLECTIONS BY SALES MONTH	SPLOST 6				2021 Actuals vs. 2021 Projections
	Total Actual 2021	County (85%)	City (15%)	% Change 2021	
JANUARY	787,979	669,783	118,197	19.44%	Total SPLOST VI projection of \$46 million reached in 2020
FEBRUARY	749,380	636,973	112,407	23.27%	
MARCH	930,667	791,067	139,600	50.84%	
APRIL	970,671	825,071	145,601	66.97%	
MAY	1,018,430	865,666	152,765	38.75%	
JUNE	1,017,979	865,282	152,697	24.84%	
JULY					
AUGUST					
SEPTEMBER					
OCTOBER					
NOVEMBER					
DECEMBER					
<i>Prorata Distribution (June)</i>	1,304	1,108	196	89.7%	
<i>Prorata Distribution (Dec.)</i>					
<i>SPLOST Jet Fuel Tax (July)</i>					
TOTAL	\$5,476,412	\$4,654,950	\$ 821,462		

SPLOST 7				Total Actual 2022	County	City	% Change 2022
Total Actual 2021	County (85%)	City (15%)	% Change 2021				
				910,941			15.6%
				894,728			19.4%
1,049,558			28.14%				
941,469			-20.80%				
952,448			13.45%				
972,563			10.95%				
1,154,214			20.95%				
1,296,045			12.32%				
787							
\$6,367,083	\$ -	\$ -		\$ 1,805,670	\$ -	\$ -	

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

2021 \$ 6,367,083
 2022 \$ 1,805,670
 2023
 2024
 2025
 2026
 2027
Total SPLOST 7 Collections to date: \$6,367,083

2021 \$ 6,367,083
 2022 \$ 1,805,670
 2023
 2024
 2025
 2026
 2027
Total SPLOST 7 Collections to date: \$ 8,172,753

**DAWSON COUNTY
DEBT SCHEDULE**

3/31/2022

DEBT DESCRIPTION	BANK/PAYEE	CURRENT SOURCE OF PAYMENT	DEBT ORIGINATION DATE	DUE DATE OF FINAL PMT	PRINCIPAL BAL AT 12/31/2021	NEW LOANS IN 2022	2022 PMTS TO DATE		BALANCE DUE	PENDING 2022 PAYMENTS		PROJECTED BAL AT 12/31/2022	NOTES
							PRINCIPAL	INTEREST		PRINCIPAL	INTEREST		
2012 EWSA Bonds	Community & Southern Bank	General Fund	5/14/2012	3/1/2027	2,200,000.00	-	285,000.00	32,559.99	1,915,000.00	-	28,342.01	1,915,000.00	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	267,812.50		267,812.50	7,793.34	-		-	-	Pumper was purchased January 2018. First annual payment from SPLOST VI paid Jan 12, 2019. Annual payments made in January each year. <u>BOC voted to pay off loan during FY 22 Budget process using SPLOST Overage. Payoff occurred 1/12/22</u>
Totals					\$ 2,467,812.50	\$ -	\$ 552,812.50	\$ 40,353.33	\$ 1,915,000.00	\$ -	\$ 28,342.01	\$ 1,915,000.00	



Dawson County Board of Commissioners

Fleet Maintenance and Fuel Center Monthly Report – March 2022

FLEET

- **Preventative Maintenance Performed: 31**
- **Tires Mounted: 17**
- **Repair Orders Completed: 79**
- **Labor Hours: 294.75**
- **Labor Cost Savings: \$ 16,211.25**
(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: \$ 1,946.38**
(Comparison of Dawson County's parts discounts to outsourced markup; average 20%)
- **Total Cost Savings for March: \$ 18,157.63**

FUEL CENTER

- **Average Fuel Center Price Per Gallon:**
Gasoline: \$ 3.46
Diesel: \$ 3.65
- **Fuel Center Usage - Dawson County and Board of Education**
Gasoline: 15,021.3 gallons; 990 transactions
Diesel: 8,083.3 gallons; 192 transactions
- **Fuel Center Usage - Etowah Water and City of Dawsonville**
Gasoline: 1,481.3 gallons; 79 transactions
Diesel: 560.7 gallons; 18 transactions
- **Revenue from Etowah Water and City of Dawsonville: \$ 102.10**

HIGHLIGHTS

- We are continuing to see fuel cost rise.



Dawson County Board of Commissioners

Human Resources Department Key Indicator Monthly Report – March 2022

POSITION CONTROL

- Positions approved by BOC: 610
- # of filled F/R Positions: 306
- # of filled F/T Positions: 1
- # of filled Grant Funded Positions: 13
- # of filled P/R Positions: 61
- # of filled P/T Positions: 59
- # of Supplemental Positions: 56
- # of Vacant Positions: 114
- #of Frozen Positions: 23
- % of Budgeted/Actual Positions: 81.31%

ADDITIONAL INFORMATION

- FMLA/LOA/Military tracking: 2/2/1
- Unemployment Claims received: 0
- Property & Liability Claims: New: 1 - Open: 8
- Worker's Compensation Claims: New: 1 - Open:10
- Performance Evaluations received: 0

HIGHLIGHTS

Positions Advertised/Posted: 20

- District Attorney – Investigator – N/A
- Public Defender – Legal Assistant – 7
- Planning & Development – Senior Plan Reviewer – 1
- Planning & Development – Building Inspector – 8
- Emergency Service – Community Risk Reduction Specialist (CRRS) - 0
- Emergency Services—Firefighter/Paramedic – 1
- Emergency Services – Firefighter/EMT – 5
- Emergency Services – Fire Inspector – 1
- Emergency Services – Fire Lieutenant – 8
- Parks & Rec – Lifeguard/Concession Attendant - 7
- Public Works – Roads Operator II – 1
- Public Works – Transfer Station Operator I – 3
- IT – IT Technician – 1
- Facilities – Part Time Custodian – 0
- Senior Services – Transit Driver – 1
- Senior Services – PT Meals on Wheels Driver – 0
- Juvenile Court – Senior Judicial Assistant - 6
- Sheriff's Office – Detention Officer – N/A
- Sheriff's Office – Deputy Sheriff – N/A
- General Application – 1
- Other -- 2

Applications Received: 51 Other: 2

New Hires added into system: 18

- Brandon C. Crowe – Emergency Services – FT Firefighter/EMT
- Dustin T. Anderson – Emergency Services – Volunteer Firefighter
- John W. Broadwell – Emergency Services – Volunteer Firefighter
- Brett C. Downing – Emergency Services – Volunteer Firefighter
- Zachary J. Johnson – Emergency Services – Volunteer Firefighter
- Nattalee L. Payne – Emergency Services – Volunteer Firefighter
- Donald S. Silverberg – Emergency Services – Volunteer Firefighter
- Steven A. Ward – Emergency Services – Volunteer Firefighter
- Gabriella L. Clark – Parks & Recreation – Lifeguard/Concession Attendant

- Amelia C. Gee – Parks & Recreation – Lifeguard/Concession Attendant
- Avery E. Herring – Parks & Recreation – Lifeguard/Concession Attendant
- Abigail L. Hilchie – Parks & Recreation – Lifeguard/Concession Attendant
- Mattie M. Massengill – Parks & Recreation – Lifeguard/Concession Attendant
- Kinzie A. Redd – Parks & Recreation – Lifeguard/Concession Attendant
- Meghan K. Roche – Parks & Recreation – Lifeguard/Concession Attendant
- Jake A. Shapiro – Public Defender – Assistant Public Defender
- William E. Robbins – Facilities – Part Time Custodian
- Sean M. Vaca – Information Technology – IT Technician

Termination/Resignation/Retirement Processed: 12

- Stuart Stephens – DA – Investigator
- Robert Gardner – DA – ADA
- Dustin Wagner – Emergency Services – FF/EMT
- Matthew Leipold – Public Defender – ADA
- Nicholas Smith – Public Defender – ADA
- Brett Willis – Public Defender – ADA
- Brandon Loggins – Public Works – Project Manager
- Thomas Boyett – Public Works – Attendant
- Phillip Sheriff – S.O. Detention – Deputy
- Amanda McKenzie – S.O. E-911 – Communications Officer
- Tyler Breh – S.O. Patrol – Deputy
- Nancy Chester – Superior Court - Baliff

Promotions:2 Transfers:4 Re-Classed:0 Personnel/Payroll Updates: 8

Additional Highlights:

- Implemented new process for providing required training to new-hires
- Scheduled Meet & Greets with all departments to provide information about Free benefits.

DEPARTMENT	CONTACT	MEETING DATE AND TIME
Administration	Kristen Cloud/David Headley	3/29 at 9:30AM
Clerk of Court	Justin Power	
District Attorney	Lee Darragh/Deb Dearwent/Conley Greer	3/30 at 9:30AM
Elections	Glenda Ferguson	4/7 at 10:00AM
Emergency Services	Danny Thompson/Dawn Phillips	3/28, 3/30, 4/1 at 2:30PM
Extension Office	Clark McCallister	
Family Connection	Rebecca Bliss	4/7 at 10:00AM
Facilities	James Tolbert/Sherri Maxwell	4/4 at 9:00AM
Finance	Vickie Neikirk	3/29 at 9:30AM
Fleet Services	Shannon Harben/Kara Wilkins	3/31 at 4:00PM
IT	Herman Thompson	3/29 at 9:30AM
Magistrate	Tony Tarnacki	4/4 at 3:00PM
Marshal's Office	Matt Hailey	4/8 at 8:30AM
Parks & Recreation	Matt Payne	
Planning & Development	Sharon Farrell	3/28 at 8:30AM
Probate	Jennifer Burt	
Public Defender	Cortney Woodall	
Public Works	Denise Farr/Tessa Webb	3/29 at 8:00AM
Senior Center	Dawn Johnson	3/30 at 4:00PM
Sheriff's Office	Jeff Johnson/Sandra Evans	
Superior Court	Lisa Phillips/Tammy Dills	
Tax Assessor	Elaine Garret	4/8 at 3:00PM
Tax Commissioner	Nicole Stewart	
Treatment Court	Brittany Currans	4/1 at 11:00AM

Available Times			Department
Monday	28-Mar	All Day	
		8:30AM-9:00AM	Planning & Development/Sharon Farrell
		2:30PM-3:00PM	Emergency Services/Danny Thompson (HQ)
Tuesday	29-Mar	Anytime before noon	
		8:00AM-8:30AM	Public Works/Denise Farr 60 Transportation Lane
		9:30AM-10:00AM	Finance/Admin/IT(Training Rm)
Wednesday	30-Mar	All Day	
		9:30AM-10:00AM	District Attorney/Deb Dearwent
		2:30PM-3:00PM	Emergency Services/Danny Thompson (HQ)
		4:00PM-4:30PM	Dawn Johnson/Senior Services
Thursday	31-Mar	1:30PM or later	
		4:00PM-4:30PM	Fleet (55 Transportation Lane)
			NO APPOINTMENTS
Friday	1-Apr	All Day	
		11:00AM-11:30AM	Treatment/Family Treatment Court/Brittany Currans KH Long Building, Suite 106
		2:30PM-3:00PM	Emergency Services/Danny Thompson (HQ)
Monday	4-Apr	All Day	
		9:00AM-9:30AM	Facilities/Sherri Maxwell/Tolbert 189 Highway 53 West, Suite 202
		3:00PM-3:30PM	Magistrate Court/Tony Tarnacki
Tuesday	5-Apr	1:30PM or later	
Wednesday	6-Apr	NO APPOINTMENTS	NO APPOINTMENTS
			NO APPOINTMENTS
			NO APPOINTMENTS
Thursday	7-Apr	Anytime before 1:00PM	
		10:00AM-10:30AM	Elections/Glenda Ferguson & Family Connection/Rebecca Bliss 96 Academy Avenue
Friday	8-Apr	All Day	
		8:30AM-9:00AM	Marshal's Office
		3:00PM-3:30PM	Tax Assessor/Elaine Garrett



Dawson County Board of Commissioners

Information Technology – March 2022

- **Calls for Service: 164**
- **Service Calls Completed: 164**

Highlight

- Cyber security meetings, strategy and solution considerations
- County Network Map completed
- Courthouse generator down and repaired / rental connections
- Potential Office 365 roll out planning
- Collecting old IT equipment from all departments and offices for April recycling event
- Phone system software upgrade complete

Marshal's Office 2022 Monthly Report

Activity	JAN	FEB	MAR	Total Activities / Revenues
Total Open Cases	158	190	180	
Code Cases Opened (See Note 1)	50	70	71	191
Code Cases Closed (See Note 2)	34	38	81	153
Code Enforcement Cases	21	37	35	93
Erosion Control Complaint Cases	9	11	11	31
Sign Complaint Cases	1	0	1	2
Alcohol Audits **	0	0	0	0
Donation Box Audits **	0	0	0	0
Vape Audits **	0	0	0	0
Code Enforcement STOP Work Orders/Citations Issued	2	11	11	24
Code Enforcement Court Cases	0	0	0	0
New Animal Control Cases	29	33	31	93
Animal Cruelty Investigations	4	4	1	9
Animal Bite Investigations	2	2	4	8
Animals Quarantined	1	2	4	7
Animals transported to DC Humane Society	16	8	30	54
Animal Control Citations Issued	0	0	0	0
Animal Control Court Cases	0	0	0	0
New Short Term Rentals	3	8	0	11
Short Term Rental Renewals	4	6	5	15
Short term Rental Letters Sent	65	2	6	73
Alcohol Pouring Permits Issued	31	17	32	80
Open Record Requests	7	2	7	16
Short-term Rental Revenues	1,200.00	2,300.00	1,500.00	\$ 5,000.00
Donation Box Revenues	0.00	0.00	0.00	\$ -
Excise Tax Revenues (30)	41,736.88	44,396.95		\$ 86,133.83
Pouring Permit Revenues	620.00	340.00	960.00	\$ 1,920.00
Magistrate Revenues	0.00	0.00	0.00	\$ -
STOP WORK, Dangerous Dog, Appeals,	400.00	2,400.00	2,000.00	\$ 4,800.00
Sign Revenues	900.00	0.00	n/a	\$ 900.00

Note 1: 1st Quarter complaint case averages = **64** New Complaints Opened & **36** Complaint Closures [Monthly Case Carry Over - **30** (not including backlogged cases)]

Note 2: a. **45** additional backlogged cases closed administratively per verification of permits, business license renewal, closed businesses, confirmation of case status with Mag. Court.

b. **97** backlogged cases remain open and will require physical site visits to verify status of property due to nature of complaint: RVs, Land Use violations, Erosion, Sign, and Animal cases.

****** Have not been conducted due to complaint load & manpower shortage (to include Sign Sweeps)

2022 DAWSON COUNTY DEVELOPMENT ACTIVITY

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
BUILDING PERMITS	63	132	202	0	0	0	0	0	0	0	0	0	397
SINGLE FAMILY	29	82	138										249
GARAGE - POLE SHED	4	4	4										12
STORAGE BUILDING	2	1	1										4
ADDITIONS/REMODELS	7	8	13										28
FARM BUILDING	2	1	1										4
RETAIL - COMMERCIAL	9	20	31										60
MISC	10	16	14										40
MULTI - FAMILY	0	0	0										0
MOBILE HOME	0	3	1										4
ELECTRICAL	50	99	196										345
PLUMBING	36	90	161										287
HEATING & AIR	35	80	163										278
ZONING / VARIANCES	6	11	7										24
PLAN REVIEW - PLATS	1	12	28										41
PLAN REVIEW - SITE	0	5	2										7
PLAN REVIEW - BUILDING	5	10	8										23
PLAN REVIEW - SIGN	6	4	1										11
GRADING PERMITS-FULL	6	8	11										25
GRADING PERMITS-AGRI	0	0	1										1
BUSINESS LICENSE	214	134	183										531
SIGN PERMITS	6	3	1										10
SHORT-TERM RENTAL	6	14	3										23



Dawson County Board of Commissioners

Parks and Recreation Monthly Report – March 2022

- **Youth Sports Participants:**
 - March 2022: 3,359 – up 18.6% compared to same month last year
 - YTD 2022: 9,911 – up 2.4% compared to last year
- **Facility Rentals/Bookings/Scheduled Use:**
 - March 2022: 2,075 – down 76.7% compared to same month last year
 - YTD 2022: 4,306 – down 66.1% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - March 2022: 711 – down 75.3% compared to same month last year
 - YTD 2022: 1,791 – down 61.3% compared to last year
- **Total Customers Served:**
 - March 2022: 6,145 – down 58.0% compared to same month last year
 - YTD 2022: 16,008 – down 41.7% compared to last year

HIGHLIGHTS

Park Projects:

- Turfing two of the soccer fields at Rock Creek is well underway and progressing nicely.
- The River Park Canoe Put-in river entry area will be replaced in the upcoming months.
- A family restroom will be added to the Small Pavilion at Rock Creek in the upcoming months.
- The Rock Creek walking trail reconfiguration is complete.
- The addition of the pickleball lines to the indoor court at Veterans Memorial Park is complete and now allows us to have indoor open play on Monday in a seasonal capacity.

Athletic and Program Summary:

- Adult Boot Camp, Krav Maga, Kids Yoga, Pickleball, Tai Chi, Tennis clinics, Volleyball lessons, Yoga continue to go well.
- Travel Team activities continue to go well.
 - 13 total teams registered (baseball, softball, basketball, tennis)
- Pickleball open play continues to go well.
- War Hill Park camping season officially opened March 1st.
-

- Adult softball spring registration began March 1st and ended March 31st, yielding few teams. We will likely extend registration for a short while to see if we can get enough teams to have a league.
- Our 17U boys all-star basketball team advanced to the state tournament, which took place the first weekend of March. They started out strong but fell short in the end.
- Spring sports Opening Day was originally scheduled for March 19th but unfortunately, was rained out. The 50th anniversary celebration that was scheduled to be part of this event has been rescheduled for July 16th at Veterans Memorial Park.
- Spring sports baseball, softball, t-ball games officially began March 21st and have gotten off to a great start.

On the Horizon:

- Football online registration will begin April 1st.
- The annual KARE for Kids community egg hunt will be Saturday, April 16th at Veterans Memorial Park.



Dawson County Board of Commissioners

Public Works Monthly Report – March 2022

ROADS:

- Work Orders: 52
- GAB: 195 Tons
- Limb ROW: 0.850 miles
- MOW ROW: 1 mile
- “Heat a Senior’s Home” Program: Delivered 3 loads to 3 residents.

PROJECT MANAGEMENT:

Rock Creek Park Restrooms

Crown Services Contractors provided the lowest bid. However, their price was over budget and the BOC did not approve funding requests. Facilities Director, James Tolbert, is investigating alternatives.

Rock Creek Trail Relocation

This Project is complete.

Rock Creek Park Turf Soccer Field

The installation of the Turf Material is complete and the installation has been inspected and approved. The County has received a Change Order for the installation of fescue sod and two concrete walk-ways. The project will finish a head of schedule, with an expected completion date of April 30, 2020.

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. The estimated start date received from Townley Construction in mid-April 2022.

Dawson Forest/53 Round About

The legal documentation for property acquisition has been delivered to the owners of the property and the County Attorney is awaiting a reply. The property is expected to be donated to the County.

Shoal Creek/136 Round About

SEI submitted final plans to GDOT on Friday, March 3rd. Dawson County received plans for our review on Tuesday, March 1st. Below is the updated Project Schedule:

GDOT & Dawson County Approval-April 25, 2022.

Certify ROW and Utilities May 15,2022

Advertise for Construction May 15,2022

Construction NTP June 30,2022

Rock Creek River Canoe Put In

The County has been notified by EDP that a buffer-variance permit will be required for this project. The permit request was submitted March 15th and is currently under review. We are expecting to receive comments before May 15th. We have received notification from the USCAE that a Corp permit may not be required. They are reviewing the recent water level information sent to them by the Design Engineer / Surveyor. We are awaiting their decision.

Georgia Power Make Ready Program

We are awaiting on direction from Purchasing concerning the anticipated construction schedule.

Elliott Road Realignment

Public Works held an open-forum public meeting at Fire Station #2 on March 15th from 6:00-7:00. Public Work has received one (1), response letter requesting a formal appraisal of their property before the owners will consider selling. To date, the department has received no other written communication from residents.

FDR (Wesley Chapel, GW Taffer and Howser Mill)

The FDR project is complete. The County will continue to monitor stabilization of shoulders and grassed areas. Blount Construction has completed the Punch List items and the County has received the final Pay Application for this project

TRANSFER STATION:

- Solid Waste: 250.85 Tons
- Recycling: 23.35 Tons
- Recycling Tires: 10.93
- Recycling Scrap Metal-400 Waste: 36,720 lbs



Dawson County Board of Commissioners

Dawson County Senior Services Monthly Report – March 2022

SENIOR CENTER

- **Home Delivered Meals Served**
 - March 2022: 2,729
 - YTD 2022: 10,103
- **Congregate Meals Served**
 - March 2022: 409
 - YTD 2022: 1,329
- **Physical Activity Participation** (Tai Chi, Silver Sneakers, Yoga, individual fitness)
 - March 2022: 468
 - YTD 2022: 1,115
- **Lifestyle Management Participation** (Awareness, Prevention, Virtual Learning)
 - March 2022: 1,140
 - YTD 2022: 3,314

TRANSIT

- **DOT Trips Provided**
 - March 2022: 269
 - YTD 2022: 740
- **Senior Trips Provided**
 - March 2022: 482
 - YTD 2022: 1,779
- **# of Miles**
 - March 2022: 8,082
 - YTD 2022: 26,661
- **Gallons of Fuel**
 - March 2022: 890
 - YTD 2022: 3,053

LOST and SPLOST Collections

Local Option Sales Tax (LOST) collections are up 19.5% for the same month in 2021 and up 17.5% for 2022 year to date. Special Purpose Local Option Sales Tax (SPLOST) collections are up 19.4% for the same month in 2021. Total SPLOST VII collections (July 2021 to present) are \$8,172,753.

February collections received in March are as follows:

LOST	\$787,733
SPLOST	\$894,728
County (100%)	\$894,728
City (0%)	\$0

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

CDW-G	Countywide	Microsoft 365 Licenses	Cooperative Agreement	Purchase Order	\$44,750 Annually	Funding Source – IT Regular Operating Budget
Georgia Kenworth dba MHC Kenworth Atlanta	Public Works – Roads Department	Kenworth T880 Truck Bed and Chassis Equipped with a Hoist and Grapple	Cooperative Agreement	Purchase Order	\$302,353	Funding Source – SPLOST VI Public Works Budget
Bennett Fire	Fire Department	Turnout Gear and Firecraft Gloves	Cooperative Agreement	Purchase Order	\$34,028	Funding Source – Fire Grant, Fire SPLOST VI and Fire Regular Operating Budgets

International Business Information Technologies, LEFTA Systems	Sheriff's Office	FTO, Training Records, Use of Force Records, Field Investigation Card Records, Vehicle Pursuit Records, Vehicle Incident Documentation and Employee Conduct Tracking Software	Sole Source	Agreement/ Purchase Order	\$11,200 Annually	Funding Source – Sheriff's Office SPLOST VI and Sheriffs' Office Regular Operating Budgets
Ensite Civil Consulting	Public Works Office	Perform Two Major Sections of the Dawson County Stormwater Management Program – Illicit Discharge Detection and Elimination and Construction Site Stormwater Runoff Control	Formal Request for Quote	Professional Services Contract	Not To Exceed \$24,999.99	Funding Source – Public Works Regular Operating Budget
Critical Path Security	Countywide	Managed Security Services	Software Exemption	Statement of Work	\$44,940 Annually and Startup Costs of \$3,300	Funding Source – IT Regular Operating Budget