

**DAWSON COUNTY BOARD OF COMMISSIONERS
VOTING SESSION AGENDA - THURSDAY, APRIL 20, 2017
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
6:00 PM**

A. ROLL CALL

B. OPENING PRESENTATIONS

Presentation of Senior Center Donation- Betty Ann Bagley
Georgia Resource Conservation and Development (RC & D) Update- Frank Riley

C. INVOCATION

D. PLEDGE OF ALLEGIANCE

E. ANNOUNCEMENTS

F. APPROVAL OF MINUTES

[Minutes](#) of the Voting Session held on April 6, 2017

G. APPROVAL OF AGENDA

H. PUBLIC COMMENT (3 minute limit/person 15 minutes maximum)

I. PUBLIC HEARING

1. Proposed 2017 Land Use District Map (*2nd of 2 hearings. 1st hearing was held before the Planning Commission on April 18, 2017*)

J. NEW BUSINESS

1. Consideration of Application for Parade and Assembly - *4 H Rabies Clinic*
2. Consideration of Planning and Development Budget Amendment Request - *Administrative Assistant*
3. Consideration of Planning and Development Budget Amendment Request - *Building Inspector*
4. Consideration of Annual Compensation for County Clerk Position

K. PUBLIC COMMENT

L. ADJOURNMENT

Backup material for agenda item:

Presentation of Senior Center Donation- Betty Ann Bagley
Georgia Resource Conservation and Development (RC & D) Update- Frank Riley



Dawson County
Board of Commissioners

Proclamation Concerning The Pauline S. Ivey Trust
Donation For The Dawson County Senior Center

WHEREAS, the Dawson County Board of Commissioners has, over a period of years, caused to be constructed and operated a Senior Center located at Veterans' Memorial Park for the purpose of enriching the quality of life of its senior citizens by providing meals, fellowship and many activities for those who participate at the Center, and the Board desires to expand the scope of available services and provide for additional space for activities and services at the Center; and

WHEREAS, the late Pauline Stephens Ivey was born on January 17, 1917, and lived nearly her entire life in Dawson County; she attended the Lumpkin School and was married to the late Weldon Ivey, who was a Dawson County Commissioner; Pauline and Weldon had two children, Frances and Donald, both of whom passed away before Pauline, who passed from this life on April 14, 2014, at the age of 97; she would have been 100 years old this year; Pauline lead a simple life, working primarily as a devoted wife, mother and homemaker; she kept everyone laughing all the time; she was a fine Christian lady, and attended Harmony Baptist Church; and

WHEREAS, Pauline S. Ivey and Betty Anne Bagley were second cousins, and Pauline's daughter Frances asked Betty Anne to take care of her mother if Frances died first, and Frances did pass away before her mother, so Betty Anne did take care of Pauline during the later years of her life; and

WHEREAS, Pauline S. Ivey desired that her assets be used for the betterment of her community and its churches and for the betterment of the lives of her fellow citizens and particularly for the elderly, and created the Pauline S. Ivey Revocable Living Trust for those purposes in a manner to be determined in the discretion of Trustee Betty Anne Bagley; and

WHEREAS, Trustee Betty Anne Bagley has proposed a donation of Seven Hundred Thousand Dollars by the Ivey Trust to the Dawson County Senior Center for the construction, furnishing, and equipping of a new building and the Dawson County Board of Commissioners wishes to accept the donation and to express its enthusiasm and gratitude to Mrs. Bagley and the Pauline S. Ivey trust for the generous gift.

NOW, THEREFORE BE IT RESOLVED, that the Dawson County Board of Commissioners do accept the said donation for the specific purpose of constructing an additional Senior Center building to be known as the Pauline S. Ivey Memorial Building and to extend our heartfelt gratitude to the Trust and trustee, Mrs. Betty Anne Bagley.

BE IT FURTHER RESOLVED, that a plaque or marker be conspicuously posted on the building to identify the benefactor, and that if any donated funds remain after construction that they be used for providing additional services at the Senior Center, and not simply for continuation of existing services.



BE IT FURTHER RESOLVED, that the Chairman of the Board of Commissioners be and is hereby authorized to sign and deliver a letter of acceptance of the donation.

Dated this 20th day of April, 2017

Billy Thurmond, Chairman
Dawson County Board of Commissioners

Danielle Yarbrough, County Clerk

Backup material for agenda item:

Minutes of the Voting Session held on April 6, 2017

DAWSON COUNTY BOARD OF COMMISSIONERS
VOTING SESSION MINUTES – APRIL 6, 2017
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
25 JUSTICE WAY, DAWSONVILLE
6:00PM

ROLL CALL: Those present were Chairman Thurmond; Commissioner Gaines, District 2; Commissioner Hamby, District 3; Commissioner Nix, District 4; County Manager Headley; County Attorney Frey; County Clerk Yarbrough and interested citizens of Dawson County. Commissioner Fausett was not present.

OPENING PRESENTATION:
Diane Minick- Upper Etowah River Alliance

INVOCATION: Chairman Thurmond

PLEDGE OF ALLEGIANCE: Chairman Thurmond

ANNOUNCEMENTS:
None

APPROVAL OF MINUTES:
Motion passed 3-0 to approve the minutes from the Voting Session held on March 16, 2017 as presented. Nix/Hamby- Commissioner Gaines abstained and Chairman Thurmond voted in order for the item to pass.

APPROVAL OF THE AGENDA:
Motion passed unanimously to approve the agenda as presented. Gaines/Hamby

PUBLIC COMMENT:
None

ZONING:
VR 17-01 – Hibbymo Properties – Nix Br., LLC has made a request to vary from the Land Use Resolution, Article IV, Section 402.C.5 and Article VI, Section 607.1.A to increase the maximum square footage of the proposed commercial building and decrease the minimum amount of parking required. The properties are located on TMPs 119-034, 119-034-001, 119-052 and zoned CCB (Commercial Community Business).

Appealed Action: Planning Commission Denial of VR 17-01 on February 21, 2017

Chairman Thurmond announced that if anyone had contributed more than \$250 to the commissioners or chairman in the past two years and wished to speak they would have to fill out a disclosure form which would be made available to them. Under normal program, ten minutes will be given to those who wish to speak in favor of or opposition to with some redirect, time permitting.

Planning and Development Director Jason Streetman stated that it was the applicant's intent to build a Dollar General Store on the property and request a variance from the required 46 parking spaces to 33, allow a 9,100 square foot building per single tenant instead of 5,000 square feet as required by C-CB zoning, and to appeal the Planning Commission's denial.

Applicant Bobby Howard stated that it was his intent to build a 9,100 one use/one occupant building on a 2 acre lot with access changed from Nix Bridge Rd. to Harmony Church Rd. He was also requesting a variance from the required 46 parking spaces to 33.

Chairman Thurmond opened the hearing by asking if there was anyone present who wished to speak either for or against the application.

The following spoke in favor of the application:

- Joshua Scott, *Cumming*

The following spoke against the application:

- Judy Cluck, *Dawsonville*
- Michael Rickey, *Dawsonville*
- Sarah Stowers, *Dawsonville*
- Kristie Myers, *Dawsonville*
- Janet Turner, *Dawsonville*
- Lee Blackstone, *Dawsonville*

Chairman Thurmond asked if there was anyone else present who wished to speak against the application, and hearing none, closed the hearing.

Motion made to approve VR 17-01 as presented. Hamby/

Motion made and passed unanimously to amend the first motion and add the following stipulations: Gaines/Hamby

1. Entrance must be moved per the plan from Nix Bridge Rd. to Harmony Church Rd. and approved by our engineering staff
2. Lighting must be low-bleed
3. Aesthetics must conform to the surrounding areas
4. Landscaping on Nix Bridge Rd. must shield the building
5. Outside merchandise excluded
6. Shopping carts must be shielded within the containment unit
7. Dumpster must be gated and shielded within the containment unit
8. Stipulations must meet or exceed current GA 400 Corridor guidelines

Original motion passed unanimously to approve VR 17-01. Hamby/Gaines

NEW BUSINESS:

Consideration of Request to Dispose of Surplus Assets

Motion passed unanimously to approve the request to dispose of surplus assets. Nix/Hamby

Consideration of Revised Dawson County Vehicle Policy

Motion passed unanimously to approve the revised Dawson County Vehicle Policy with the following amendment:

- Remove the paragraph on Page 5 that reads “Possible option for current take-home vehicle users due to current agreements: Current take-home vehicle assignments will remain intact whether verbal or written. As attrition takes place the County Manager will make determinations whether the position will retain a take-home vehicle.”

Nix/Hamby

Consideration of #288-17 Bobcat Compact Excavator IFB Results

Motion passed unanimously to reject all responses received for #288-17 Bobcat Compact Excavator and award a purchase order to Bobcat of Atlanta for a total of \$64,876.48 from SPLOST VI funds through a Cooperative Agreement with the NJPA, which has been executed.
Nix/Gaines

Consideration of #287-17 Multi-Jurisdictional Mitigation Plan Update RFP Results

Motion passed unanimously to award RFP #287-17 Multi-Jurisdictional Hazard Mitigation Plan Update to the most responsive, responsible bidder, Lux Mitigation and Planning Corp., from Shady Dale, GA; and approve the contract with pricing of \$18,000 for the total cost to Dawson County for the complete project as submitted. Hamby/Gaines

Consideration of FY2017 Budget Amendment for Salary Study Implementation

Motion passed unanimously to approve the FY2017 Budget Amendment for Salary Study Implementation. Gaines/Hamby

Consideration of LifeLink National Donate Life Month Proclamation

Motion passed unanimously to approve the LifeLink National Donate Life Month Proclamation as presented. Hamby/Gaines

Consideration of Long-Range Planning Committee Members

Motion passed unanimously to approve the following Long-Range Planning Committee Members:

- Gary Pichon- Chairman
- Ronnie Adkins
- Teri Tragresser
- Jane Graves
- Hugh Stowers
- Jo Brewer
- Tim Costley
- Mandy Power
- Dick Scharf

Nix/Hamby

Consideration of Board Appointment:

Motion passed unanimously to approve the following board appointment:

- **Dawson County Planning Commission**
 - Penny Pinion- Term: April 2017 to December 2018

Hamby/Gaines

PUBLIC COMMENT:

None

ADJOURNMENT:

APPROVE:

ATTEST:

Billy Thurmond, Chairman

Danielle Yarbrough, County Clerk

DRAFT

Backup material for agenda item:

1. Proposed 2017 Land Use District Map (*2nd of 2 hearings. 1st hearing was held before the Planning Commission on April 18, 2017*)



DAWSON COUNTY Planning and Development

April 12, 2017

Dawson County Planning Commission

RE: 2017 annual adoption of Dawson County Land Use District Map

Dear Planning Commission Members:

From our records, the County adopts the official Dawson County Land Use District Map every year and normally this is done in the spring time.

Please see the attached copy of the 2017 Dawson County Land Use District Map in a PDF format. We will have a larger hard copy version for your review at the meeting if you have questions. Thank you as always, for your service.

Sincerely,

Jason Streetman

Planning

Zoning

Code Enforcement

GIS

Building Permits
and
Inspections

Business Licenses

Alcohol Licenses

911 Mapping

Animal Control

Dawson County
Government Center
25 Justice Way
Suite 2322
Dawsonville, GA 30534
Phone 706-344-3604
Fax 706-531-2721

2017 DAWSON COUNTY LAND USE DISTRICT MAP

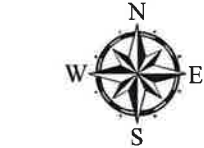
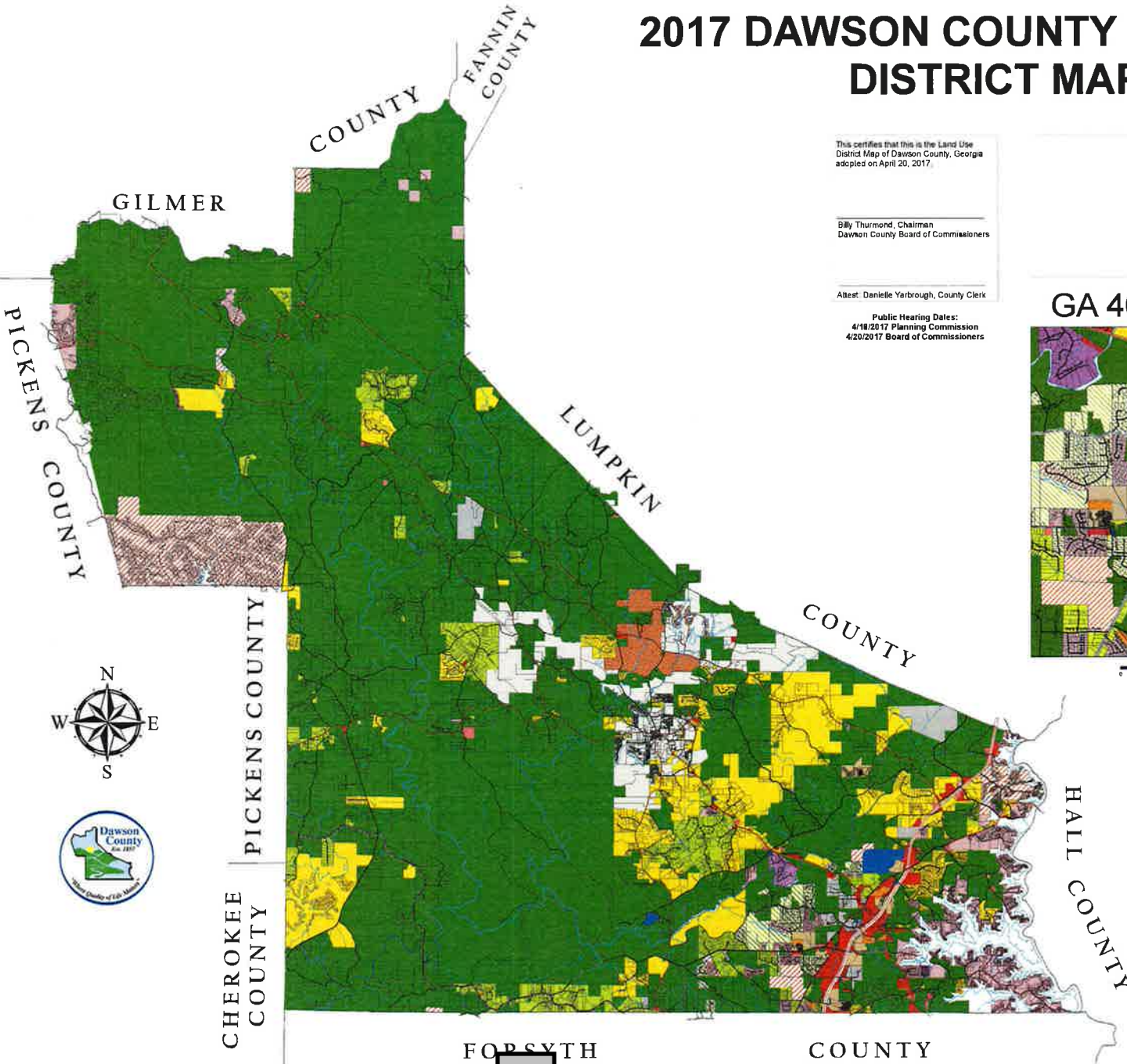
This certifies that this is the Land Use District Map of Dawson County, Georgia adopted on April 20, 2017.

Billy Thurmond, Chairman
Dawson County Board of Commissioners

Attest: Danielle Yarbrough, County Clerk

Public Hearing Dates:
4/18/2017 Planning Commission
4/20/2017 Board of Commissioners

Amendments:



0 0.75 1.5 3 4.5 6 Miles

GA 400 Corridor South



0 0.25 0.5 1 1.5 2 Miles

Legend

- Roads**
- City
 - County
 - State
 - Streams/Rivers
 - City Limits
 - County Line
- Zoning**
- Historic District
 - MIXED USE VILLAGE
 - RA
 - RPC
 - RSR
 - RL
 - RMF
 - RMHP
 - RT
 - RS
 - RRE
 - RSRMM
 - VC
 - VCR
 - C-01
 - C-CB
 - C-HB
 - C-IR
 - C-PCD
 - C-RB
 - C-TB
 - CT

Dawson County Georgia, Inc. Information Systems
Map Division

The information on this map (or data provided) is from a computer database accessed using a Geographic Information System (GIS). Dawson County Planning & Development cannot guarantee the accuracy of the information contained on this map. Each user of this map is responsible for determining its suitability for his or her intended use or purpose. County departments will not necessarily approve applications based solely on GIS data. County staff cannot assure an applicant on this map or they are identified. Dawson County shall have no liability for the data or lack thereof.

Backup material for agenda item:

1. Consideration of Application for Parade and Assembly - *4 H Rabies Clinic*



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Planning & Development

Work Session: 4/13/17

Prepared By: Ginny Tarver

Voting Session: 4/20/17

Presenter: Jason Streetman

Public Hearing: Yes No

Agenda Item Title: Permit for 4-H Rabies Clinic

Background Information:

In past years, the Extension Office has hosted a rabies clinic for the community in the parking lot of the courthouse. Pets are never loose on the grounds. Rabies shots are administered while pet stays in the vehicle.

Current Information:

The event will be held on Saturday, 4/22/17. The Extension Office is requesting use of the courthouse parking lot from 10am to 1pm.

Budget Information: Applicable: Not Applicable:

Budgeted: Yes No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Staff recommends allowing the Extension Office to use the courthouse parking for Rabies Clinic on Saturday, April 22, 2017.

Department Head Authorization: _____

Date: _____

Finance Dept. Authorization: Vickie Neikirk

Date: 04/04/2017

County Manager Authorization: David Headley _____

Date: 04/04/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:



**Dawson County
Planning & Development**
25 Justice Way, Suite 2322
Dawsonville, GA 30534
(706) 344-3500

**Permit for
Parades, Public Assemblies,
Demonstrations, and Rallies
In Public Places**

Date Received: 3-20-17

Applicant answers all questions on pages 1-4; attach separate sheet(s) if necessary.

Application must be received a minimum of 30 days prior to event and must be complete and legible.

- PARADE RALLY PUBLIC DEMONSTRATION PUBLIC ASSEMBLY ROAD CLOSING OTHER

- Name of Event: 4-H Rabies Clinic
- Location of Event: Dawson County Courthouse Parking Lot TMP # _____
- Date(s) of Event: 4/22/17
- Time of Event: Start: 10:00 a.m. / p.m. End: 1:00 a.m. / p.m.
- Provide information listed below for the **main contact person** responsible for the organization of this event:

Name: <u>Clark MacAllister</u>	Title: <u>County Extension Coordinator</u>
Organization: <u>UGA Extension</u>	Telephone #: <u>706-265-2442</u>
Email Address: <u>clarkmac@uga.edu</u>	Cell Phone #: <u>706-429-7673</u>
Address: <u>298 Academy Ave.</u>	City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>

- Provide information listed below for any **key personnel involved in coordinating this event**. Also, provide information listed below on each officer of the club, organization, corporation or partnership requesting this event. Attach a separate sheet if necessary.

Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

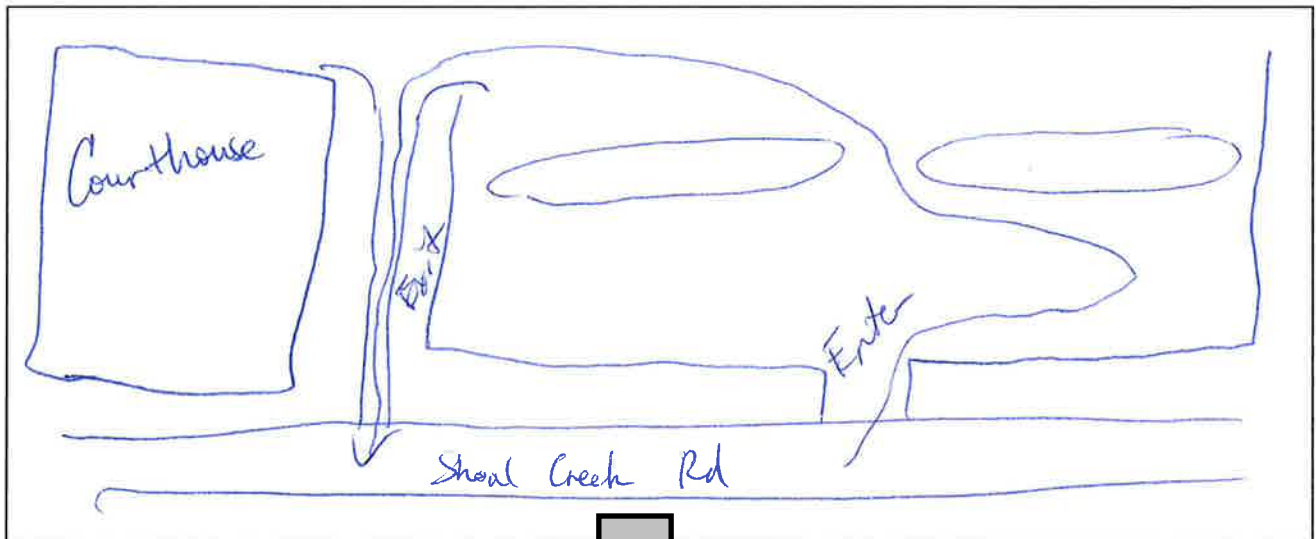
Name:	Title:
Organization:	Telephone #:
Address:	City: State: Zip Code:

6. Expected number of participants: _____
7. Physical description of materials to be distributed: Rabies shots for pets
8. How do participants expect to interact with public? Parking cars, giving shots to pets
9. Route of event: (attach a detailed map of the route) Courthouse parking lot off of Shoal Creek Rd.
- 9.a. Number and type of units in parade: _____
- 9.b. Size of the parade: _____
10. Will any part of this Event take place **within** the City Limits of Dawsonville? Yes
 If YES, do you have a permit for the event from the City? No Date Issued: _____ * Attach Copy
11. Do you anticipate any unusual problems concerning either police protection or traffic congestion as a consequence of the event? _____ Yes No If YES, please explain in detail: _____
12. List all **prior** parades or public assemblies, demonstrations or rallies in a public place within Dawson County for which you obtained a permit: (Also include dates – attach separate sheet, if necessary). Rabies Clinic in previous years

Details: Please outline what your event will involve: (number of people / life safety issues / vendors / cooking / tents / rides / handicap parking / egress) – *attach separate sheet if necessary.*

Participants will park in parking lot, exit vehicle to register and pay, then drive to vet area. Vets will then administer shots to pets.

Route or Lay Out: (attach a detailed site plan)



What participation, if any, do you expect from Dawson County Emergency Services? N/A

What participation, if any, do you expect from the Dawson County Sheriff Department? N/A

Insurance Requirements:

In compliance with Ordinance Section VII (C), an applicant for a permit shall obtain liability insurance from an insurer licensed in the State of Georgia for the parade, public assembly, demonstration or rally in a public place, if one or more of the following criteria exists:

1. The use, participation, exhibition, or showing of live animals;
2. The use, participation, exhibition, or showing of automobiles of any size or description, motorcycles, tractors, bicycles, or similar conveyances;
3. The use of a stage, platform, bleachers, or grandstands that will be erected for the event;
4. The use of inflatable apparatus used for jumping, bouncing, or similar activities;
5. The use of roller coasters, bungee jumping, or similar activities; or
6. Vendors or concessions.

Does your parade, non-spontaneous private assembly, demonstration, or rally in a public place meet any of the criteria above? Yes No If yes, which one(s)? _____

Any applicant required to provide insurance shall provide Dawson County with a copy of the Certificate of Insurance from an insurer authorized and **licensed by the State of Georgia**. Dawson County shall be added as an additional named insured for the event on the Certificate of Insurance by the carrier. The minimum policy limits shall be **\$1,000,000.00 per incident** and **\$2,000,000.00 aggregate** for the entire event. All costs for insurance and naming Dawson County as an additional named insured shall be borne solely by the applicant. Such insurance shall protect Dawson County from any and all claims for damages to property and/or bodily injury or death.

Is the Certificate of Liability Insurance attached? Yes No Not applicable to this event

Additional information/comments about liability insurance: _____

Additional information/comments about this application: _____

**APPLICANT'S SIGNATURE FOR THE PERMIT APPLICATION; RELEASE & WAIVER OF LIABILITY;
AND AGREEMENT FOR FINANCIAL RESPONSIBILITY.**

APPLICATION:

OATH: I hereby swear and affirm that the information provided with this application for parade, public assembly, demonstration, or rally is true and correct to the best of my knowledge. In addition, I agree to abide by all regulations of the ordinance and to advise all participants of the conditions of the permit.

RELEASE & WAIVER OF LIABILITY:

The permit holder shall indemnify and hold Dawson County harmless from any claim, demand, or cause of action that may arise from activities associated with the event. I acknowledge that I understand this Release, and I hereby agree for myself and on behalf of the Applicant to indemnify and hold harmless Dawson County, Georgia and its agents, officers, and employees, individually and jointly, from and against any claim for injury (including, but not limited to, personal injury and property damage), loss, inconvenience, or damage suffered or sustained by any individual, including but not limited to, business owners, patrons, participants of the parade, public assembly, demonstration, or rally, and spectators participating in and/or occurring during the event, unless the claim for injury is caused by intentional misconduct of an individual, agent, officer, or employee of Dawson County.

AGREEMENT FOR FINANCIAL RESPONSIBILITY:

The undersigned agrees to be solely responsible for cleaning affected areas littered during the activity, providing sufficient parking and storage areas for motor vehicles, providing temporary toilet facilities, and providing other similar special and extraordinary items deemed necessary for the permitted activity by Dawson County to keep the area of the event safe and sanitary. However, Dawson County shall not require individuals, organizations, or groups of persons to provide personnel for normal governmental functions such as traffic control, police protection, or other activities or expenses associated with the maintenance of public order. If additional requirements are placed upon an applicant and if such requirements are not met, then Dawson County may revoke the issued permit and/or deny any subsequent permit requested by the applicant. Dawson County shall be entitled to recover from the applicant any sum expended by Dawson County for extraordinary expenses not provided by the applicant. The additional expense may include, but not be limited to, Dawson County utilizing off-duty personnel or providing equipment or resources from other areas of the county to supplement equipment or resources already present.

Clark MacAllister

Applicant's Printed Name

Sworn to and subscribed before me
this 8th day of March 2017.

Clark MacAllister

Applicant's Signature

Margan Miller

Notary Public, State of Georgia

My Commission Expires: 11/18/2017

Margan Miller
Notary Public
State of Georgia
Dawson County
My Comm expires 11-18-17

Note to Applicant: Once your permit is processed, Planning & Development will notify you of the meeting dates for the Board of Commissioner's work session and voting session. You are required to attend both meetings.



Dawson County
 Planning & Development
 25 Justice Way, Suite 2322
 (706) 344-3500

Permit for
 Parades, Public Assemblies,
 Demonstrations, and Rallies
 In Public Places
 (EMERGENCY SERVICES)

EMERGENCY SERVICES: Please complete this sheet and return it to Dawson County Planning and Development. (Please attach additional sheet, if necessary.)

Name of Event: 4-H Rabies Clinic Date(s) of Event: 4/22/17

Any anticipated problems with proposed route? _____

Any anticipated problems with the designated location for participants to assemble? _____

How many personnel will be required for this event? _____

Estimated cost for personnel: _____

Number and type of vehicles required: _____

Type of procedures or equipment needed for the health and safety needs of the participants and the viewing public: _____

Estimated cost for equipment: _____

Additional comments/concerns: _____

Emergency Services: APPROVED: YES NO (Please also sign off on page 8 of application.)

By: [Signature] Date: 20 March 17



**Dawson County
Planning & Development**
25 Justice Way, Suite 2322
Dawsonville, GA 30534
(706) 344-3500

**Permit for
Parades, Public Assemblies,
Demonstrations, and Rallies
In Public Places**
(SHERIFF DEPARTMENT)

SHERIFF DEPARTMENT: Please complete this sheet and return it to Dawson County Planning and Development. (Please attach additional sheet, if necessary.)

Name of Event: 4-H Rabies Clinic Date(s) of Event: 4/22/17

Any anticipated problems with proposed route? NONE

Any anticipated problems with the designated location for participants to assemble? NONE

How many officers will be required for this event? 0

Estimated cost for officers: 0

Number of vehicles required: 0

Type of procedures and equipment needed for the health and safety needs of the participants and the viewing public: NONE

Estimated cost for equipment: 0

Additional comments/concerns/recommendations: NONE

Sheriff Department: APPROVED: YES NO (Please also sign off on page 8 of application.)

By: [Signature] 20 Date: 03/20/2017



**Dawson County
Planning & Development**
25 Justice Way, Suite 2322
Dawsonville, GA 30534
(706) 344-3500

**Permit for
Parades, Public Assemblies,
Demonstrations, and Rallies
In Public Places**
*(Marshal / Public Works / Environmental
Health / Parks & Recreation)*

PLEASE PROVIDE COMMENTS AND APPROVALS BELOW (Attach additional sheet if necessary)
(Please also sign off on page 8 of the application.)

MARSHAL: _____

APPROVED: YES NO By: _____ Date: _____

PUBLIC WORKS: _____

APPROVED: YES NO By: _____ Date: _____

ENVIRONMENTAL HEALTH: _____

APPROVED: YES NO By: _____ Date: _____

PARKS & RECREATION: _____

APPROVED: YES NO By: _____ Date: _____



**Dawson County
Planning & Development**
25 Justice Way, Suite 2322
Dawsonville, GA 30534
(706) 344-3500

**Permit for
Parades, Public Assemblies,
Demonstrations, and Rallies
In Public Places**
(APPROVALS)

Office Use Only:

If applicable to the event, the following departments have reviewed and approved this event:

Department	Printed Name	Signature for Approval	Date
Sheriff Dept.	JEFF JOHNSON	<i>[Signature]</i>	3/20/2017
Emergency Services	Laurier Swafford	<i>[Signature]</i>	20 March 17
Marshal's Office	Jason Streetman	<i>[Signature]</i>	20 MARCH 2017
Public Works Dept.			
Environmental Health			
Parks and Recreation			
State Park Office			
Georgia Dept. of Transportation			

Dawson County Board of Commissioners: ~~_____~~

Work Session Date: _____

Voting Session Date: _____

Approved: _____

Attest: _____

~~Mike Berg, Chairman~~ *Billy Thurmond*
Dawson County Board of Commissioners

Danielle Yarbrough, County Clerk

cc: (as applicable)

Applicant
County Attorney
Sheriff Dept.
Emergency Services

Marshal Dept.
Environmental Health
Public Works
Parks and Recreation

GA DOT (Brent Cook)
GA State Parks

PERMIT # _____

DATE ISSUED: _____

STATE OF GEORGIA
DEPARTMENT OF ADMINISTRATIVE SERVICES
CERTIFICATE OF INSURANCE

Name and Address of Agency Department of Administrative Services Risk Management Services P.O. Box 38198, Capitol Hill Station Atlanta, Georgia 30334	Coverages Afforded By: Company Letter A State of Ga. Risk Management Services <hr/> Company Letter B Great American Insurance Company <hr/> Company Letter C <hr/> Company Letter D <hr/> Company Letter E
Name and Address of Insured Board of Regents University of Georgia 4435 Atlanta Highway Bogart, Georgia 30622	


This certificate is given as a matter of information only and confers no rights upon the certificate holder. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policy(ies) described herein is subject to all the terms, exclusions and conditions of such policy(ies). This certificate does not amend, extend or otherwise alter the coverages afforded by the policy(ies) described herein.

COMPANY LETTER	TYPES OF INSURANCE	POLICY NUMBER	POLICY EXPIRES	LIMITS APPLY SEPARATELY PER POLICY
A	COV. LIABILITY (GL, MEDICAL MALPRACTICE) A TORT CLAIMS LIABILITY POLICY. State agency or Authority is insured when sued in state courts.	TCP 401-14-17	6/30/2017	BODILY INJURY & PROPERTY DAMAGE & PERSONAL INJURY COMBINED PER PERSON \$1,000,000 AGGREGATE \$3,000,000 OCCURRENCE POLICIES (X)
A	B EMPLOYEE LIABILITY POLICY. Employee is insured when sued individually.	CGL 401-14-17	6/30/2017	
	C STATE AUTHORITY POLICY. Coverage applies when Authority is sued in federal court			
Contractual and/or Additional Insured Coverage applies to Certificate Holder if policy A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> is checked.				
A	COV. AUTOMOBILE LIABILITY COVERAGE D Owned, rented, and non-owned automobiles when Agency or Authority is sued in state court or employee is sued in federal court	TCP 401-14-17	6/30/2017	C.S.L. PER PERSON \$1,000,000 AGGREGATE \$3,000,000
	E Physical Damage Coverage			Other than Coll. 500 Ded. Coll. 500 Ded.
	F Excess Authority Coverage when Authority is sued in federal court G Excess Contractual and /or additional insured coverage when certificate holder is sued in federal or state court yes <input type="checkbox"/> no <input type="checkbox"/>			LIMITS SHOWN INCLUDE THE LIMITS OF LIABILITY SHOWN UNDER COVERAGES C-D FOR AUTHORITIES ONLY SINGLE LIMIT LIABILITY:
A	H WORKER'S COMP. COVERAGE	SELF-INSURED	NONE	STATUTE
B	COV. MISC. COVERAGE I Property J Other (Fidelity Bond)	GVT 554-39-95-16	6/30/2017	\$50,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES
 Contractual Liability is NOT provided and the Certificate Holder is NOT an additional insured. Coverage applies to state employees while performing state assigned duties.

CANCELLATION:
 In the event of cancellation of the policy(ies) described herein, Risk Management Services will endeavor to provide 30 days written notice to the certificate holder, however Risk Management Services assumes no legal responsibility for failure to do so.

NAME AND ADDRESS OF CERTIFICATE HOLDER To Whom It May Concern

DATE ISSUED: 6/28/2016

 AUTHORIZED REPRESENTATIVE

Backup material for agenda item:

2. Consideration of Planning and Development Budget Amendment Request -
Administrative Assistant



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Pln. & Dev.

Work Session: 04/13/2017

Prepared By: J. Streetman

Voting Session: 04/20/2017

Presenter: J. Streetman

Public Hearing: Yes No

Agenda Item Title: Budget amendment for critical personnel- Administrative Assistant

Background Information:

The pln. & dev. Dept. saw an increase in revenue of 32%- from \$545k in 2015 to \$720k in 2016. Walk in customer traffic has increased by 41% for Jan-Mar 2016 (653) to Jan-Mar 2017 (922). Using the increased 1st qtr. walk in #'s, revenue is expected to also be higher by year end 2017. This uptick in revenue and customer traffic has increased permitting, inspections and admin workload. I have employees working through lunch, coming in early and staying late, just to get work done.

Current Information:

I am requesting an administrative assistant to assist in: answering the phone, greeting the public, accepting & keying in permits, scheduling inspections, ordering supplies, processing & reviewing business and alcohol license to include background inspections and processing excise tax. Assisting the planning director in admin support on special projects and creating/coordinating the planning commission meetings and BOC agenda items

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
					\$52,000	

Recommendation/Motion: _____

Department Head Authorization: J. Streetman

Date: 04/04/17

Finance Dept. Authorization: Vickie Neikirk

Date: 4/4/2017

County Manager Authorization: David Headley

Date: 04/04/2017 _____

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

I am requesting a budget amendment in the amount of approximately \$52,000 which breaks down to the lowest salary for an administrative assistant of \$32,951.00 + \$19,049 for benefits.

Backup material for agenda item:

3. Consideration of Planning and Development Budget Amendment Request - *Building Inspector*



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Pln. & Dev.

Work Session: 04/13/2017

Prepared By: J. Streetman

Voting Session: 04/20/2017

Presenter: J. Streetman

Public Hearing: Yes No

Agenda Item Title: Budget amendment for critical personnel- Building Inspector

Background Information:

The pln. & dev. Dept. saw an increase in revenue of 32%- from \$545k in 2015 to \$720k in 2016. Walk in customer traffic has increased by 41% for Jan-Mar 2016 (653) to Jan-Mar 2017 (922). Using the increased 1st qtr. walk in #'s, revenue is expected to also be higher by year end 2017. This uptick in revenue and customer traffic has increased permitting, and inspections. This increase has my inspector working through lunch, coming in early and staying late, just to get work done.

Current Information:

I am requesting an additional building inspector to assist in increased building inspections due to an increase in residential & commercial development. The pln. & dev. dept. is in process of reviewing & approving new commercial development along with several hundred single family homes & apartments. This increase means more inspections than one inspector can do in a day resulting in the county marshal doing inspections and putting him behind in code enforcement duties.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
					\$55,800	

Recommendation/Motion: _____

Department Head Authorization: J. Streetman

Date: 04/04/17

Finance Dept. Authorization: Vickie Neikirk

Date: 04/04/2017

County Manager Authorization: David Headley

Date: 04/04/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

I am requesting a budget amendment in the amount of approximately \$55,800 which breaks down to the lowest salary for a building inspector of \$36,558.00 + \$19,242 for benefits.

Backup material for agenda item:

4. Consideration of Annual Compensation for County Clerk Position



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Board of Commissioners

Work Session: 04/13/17

Prepared By: Danielle Yarbrough

Voting Session: 04/20/17

Presenter: Board of Commissioners

Public Hearing: Yes No

Agenda Item Title: Discussion of Annual Compensation for County Clerk Position

Background Information:

Historically the County Clerk position has always been a full-time position, but since 2012, it has been combined with other full-time positions.

Current Information:

The recent salary study recommended a salary range of \$38,962 to \$60,392 for the County Clerk position based upon its daily duties. The current pay for the County Clerk position is \$5,000 annually.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Motion to increase the pay for the County Clerk position from \$5,000 a year to \$10,000 a year.

Department Head Authorization: Board of Commissioners

Date: 04/04/17

Finance Dept. Authorization: Vickie Neikirk

Date: 04/04/2017

County Manager Authorization: David Headley

Date: 04/04/2017

County Attorney Authorization:

Date:

Comments/Attachments: