

**DAWSON COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA - THURSDAY, NOVEMBER 9, 2017
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM
4:00 PM**

NEW BUSINESS

- [1.](#) Presentation of FTA/GDOT FY 19 Section 5311 Grant Application- Dawn Pruett,
Director of Senior Services
- [2.](#) Presentation of 2018 Local Maintenance and Improvement Grant (LMIG) Application-
David McKee, Director of Public Works
- [3.](#) Presentation of 2017 Capital Improvement Element (CIE) Update Adoption Resolution-
Jason Streetman, Director of Planning & Development
- [4.](#) County Manager Report
5. County Attorney Report

EXECUTIVE SESSION

Backup material for agenda item:

1. Presentation of FTA/GDOT FY 19 Section 5311 Grant Application- Dawn Pruett,
Director of Senior Services



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Transit

Work Session: 11-9-2017

Prepared By: Dawn Pruett

Voting Session: 11-16-2017

Presenter: Dawn Pruett

Public Hearing: Yes _____ No X

Agenda Item Title: Request for FTA FY19 Section 5311 Grant Application Approval

Background Information:

Continuous Grant with FTA and GDOT for providing public transportation for Dawson County Citizens.

Current Information:

Grant will continue to pay 50% Match with Federal and State funding for Administrative and Operating Budget .

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
250	5540	331150-018	112,185			112,185

Recommendation/Motion: Approve FY18 application and sign contract documents when received.

Department Head Authorization: Dawn Pruett

Date: 10-31-2017

Finance Dept. Authorization: Vickie Neikirk

Date: 11/1/2017

County Manager Authorization: DH

Date: 11/01/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:



Date: October 3, 2017

Subject: Federal Funding Opportunity - Federal Transit Administration (FTA) Section 5311 Program – Formula Funds for Rural Areas (under 50,000 population) - Grant Application for FY 2019

To: Current Section 5307 Subrecipients and Other Interested Parties

From: Jamie A. Cochran, FAICP – Transit Program Manager

Copies: Carol Comer – Intermodal Division Director, Nancy Cobb – Intermodal Administrator, Rhonda Briggins, President, Georgia Transit Association; Association of County Commissions of Georgia (ACCG); and Georgia Municipal Association (GMA)

Beginning on October 3, 2017, the Georgia Department of Transportation (GDOT) is accepting grant applications from eligible applicants requesting FTA Section 5311 funding for rural public transportation. All grant applications materials are being distributed via e-mail to all of Georgia’s regional commissions and also be posted on the GDOT Transit Program webpage located at: <http://www.dot.ga.gov/IS/Transit>. **The deadline for submitting completed grant applications to GDOT is December 4, 2017 (close of business).** Please see the grant application package for submission requirements.

Eligible Recipients

Under the FTA Section 5311 program, eligible recipients include (1) states; (2) federally recognized Indian Tribes; (3) state or local government authorities; (4) non-profit organizations, and (5) operators of public transportation or intercity bus service. Eligible activities include capital projects, transit operations, mobility management activities, and the acquisition of contracted public transit services.

GDOT will allow eligible private non-profit organizations interested in applying for funding for areas of Georgia where no local government jurisdiction or other organization is providing rural public transit services. In order for private non-profit organizations to qualify for Section 5311 funding, they must obtain a letter from both the local government jurisdiction (city or county, as appropriate) or multiple local jurisdictions (as appropriate) and the Regional Commission(s) for the proposed service area. The original signature letters should communicate that the organization (City, County, or Regional Commission) is not interested in directly providing the proposed public transportation service for the period from July 1, 2018 through June 30, 2019; and (2) the organization supports the submission of the grant application by the private non-profit organization for the specified service area.

Application Format

The FY 2019 Section 5311 grant application package is in Microsoft Word format to make it as easy as possible for applicants to insert information into the package. Please do not change the overall organization of the package or add/delete/change questions. You are free to use as much space as you

like for text you insert into the application. You are also free to add supplementary information in addition to what is required in the grant application package, but this is not required.

Application Submission to GDOT

The deadline for submitting your completed Section 5311 grant application for FY 2019 is December 4, 2017 (close of business). Please submit one (1) electronic copy of your completed application to Michele Nystrom at mnystrom@dot.ga.gov AND your District Public Transportation Specialist (please see the last page of the grant application for contact information). Additionally, one paper copy of your completed application **with original signatures** should be mailed to GDOT at the following location: Georgia Department of Transportation, One Georgia Center, 600 W. Peachtree Street, Atlanta, Georgia 30308, Attn: Michele Nystrom.

Important Reminders

- Incomplete grant applications or applications submitted after the deadline will not be accepted. Local government jurisdictions that need additional time in order to obtain their governing board's Authorizing Resolution should forward that document to GDOT as soon as possible after December 4, 2017.
- All grant applications must include the required notarized signatures as indicated in the Section 5311 grant application. They must be submitted to GDOT on the subrecipient's letterhead (not from any Third Party Operator (TPO)).
- All grant applications must include a set of signed 2017 FTA Certifications and Assurances (most recent version) from the Applicant organization signifying its understanding and acceptance of the described FTA program requirements (see grant application attachment). Both the Chief Executive AND the organization's attorney MUST SIGN these documents.
- A new feature in the FY 2019 grant application is the Third Party Operator (TPO) Disclosure form. If your organization does not contract with a TPO to provide any aspect of your service, you do not have to complete this form.
- Please be aware that GDOT's former policy on its "Mandatory 10% Farebox Revenue" is not in effect. All farebox revenues identified should reflect ACTUAL amounts.

If you have any questions concerning the FY 2019 FTA Section 5311 grant application program, please contact Michele Nystrom via e-mail at mnystrom@dot.ga.gov or by phone at (404-631-1235) or your District Public Transportation Coordinator (see Appendix for contact information). Thank you so much for your interest in improving public transportation systems in Georgia.

JAC:cc

Attachments: FY 2019 FTA Section 5311 Grant Application Package; FY 2017 FTA Certifications and Assurances Package; FY 2019 FTA Section 5311 Project Budget Form; and FY 2019 FTA Section 5311 – TPO Disclosure Form

SECTION 5311 - RURAL TRANSIT BUDGET State fiscal year period: July 1, 2018 - June 30, 2019

Subrecipient: DAWSON

District: 1

Date: 10/27/2017 Please submit budget to GDOT for approval by: **October 30, 2017 @ 4:00 p.m.**

State Budget Year: SFY19

Operating Period: 1-Jul-2018 To: 30-Jun-2019

Administrative Budget	Cost	Operating Budget	Cost	Capital Budget	Qty	Cost/Each	Cost
1. Director Salary	\$37,345.00	16. Driver Salary	\$89,417.00	33. Standard Van*			\$0.00
2. Supervisor Salary		17. Dispatcher Salary	\$37,001.00	34. Conversion Van*			\$0.00
3. Bookkeeper Salary		18. Mechanic Salary		35. Conversion Van / Lift*			\$0.00
4. Secretary Salary		19. Fuel	\$22,000.00	36. Shuttle Van		\$41,066.92	\$0.00
5. Training	\$1,777.00	20. Maintenance and repairs	\$7,000.00	37. Shuttle Van / Lift		\$44,712.92	#VALUE!
6. Marketing	\$225.00	21. Vehicle Insurance	\$4,410.00	38. Shuttle Bus**		\$46,528.92	\$0.00
7. Telephone	\$2,275.00	22. Drug/Alcohol Testing	\$500.00	39. Shuttle Bus / Lift**		\$48,947.92	\$0.00
8. Office Supplies	\$1,350.00	23. Fringe Benefits	\$49,129.00	40. Mobile Radio		\$2,000.00	\$0.00
9. Rental Expenses/Equip Rental		24. Operating Licenses	\$350.00	41. Base Radio		\$7,200.00	\$0.00
10. Standard Overhead		25. Uniforms Expenses	\$1,000.00	42. Computer Hardware		\$3,200.00	\$0.00
11. Computer Software	\$3,792.00	26. Communications	\$1,800.00	43. 3"- 6" Lettering		\$25.00	\$0.00
		27. Utilities		44. Vehicle Striping		\$265.00	\$0.00
		28. Software Licensing		45. Other:			\$0.00
12. Audit		29. Other		46. Other:			\$0.00
13. Indirect Expenses		30. Other		47. Surveillance cameras			\$0.00
14. Other		31. Other		48. Tablets			\$0.00
15. Other		32. Other		49. Roof Hatch		\$300.00	\$0.00
				50. Bike Rack		\$1,200.00	\$0.00
Administrative Total	\$46,764.00	Operating Total	\$212,607.00	Capital Total	0		#VALUE!

Net Operating Summary

Administrative Total / Ratio	\$46,764.00	18.03%	*Note: These vehicle options are not available
Operating Total / Ratio	\$212,607.00	81.97%	
Total Operating Budget	\$259,371.00		**Note: Shuttle Buses Require CDL w/passenger endorsement
48. LESS: Purchase of Service (POS) Revenue	\$35,000.00		
49. LESS: Non-5311 Expenses	\$0.00		6" Lettering is cost per vehicle for system name/ must equal total number of vehicles requested if selected
Public Transportation Budget	\$224,371.00		
50. _____			Select striping per vehicle if striping is wanted
Net Operating Total	\$224,371.00		
			Subrecipients fill-in green highlighted areas ONLY

Budget Summary

	Totals	Federal	State	Local
Operating Budget Total	\$224,371.00	\$112,185.00		\$112,185.00
**Purchase of Service (POS) Local Funds	\$0.00			
Capital Budget Total	#VALUE!	#VALUE!	#VALUE!	#VALUE!

Budget Grand Total

#VALUE!

#VALUE!

#VALUE!

#VALUE!



FEDERAL TRANSIT ADMINISTRATION

SECTION 5311 PROGRAM

FORMULA FUNDS FOR RURAL TRANSIT

FY 2019 GRANT APPLICATION

DEADLINE FOR SUBMISSION: DECEMBER 4, 2017

Please send an electronic copy of your completed application to
Michele Nystrom@dot.ga.gov
AND to your designated District Public Transportation Specialist
(see page 35 for contact information)

Please send one (1) paper copy with original signatures
of your completed grant application to:

Georgia DOT
One Georgia Center
600 W. Peachtree Street
Atlanta, GA 30308
Attn: Michele Nystrom

PART A: INTRODUCTION

The Federal Transit Administration (FTA) provides federal funding to support the capital and operating assistance activities for rural transit systems. GDOT is the designated recipient of these federal funds and is responsible for the program oversight and administration of the program in compliance with all applicable federal regulations.

Each year, GDOT announces the opportunity for eligible applicants to apply for Section 5311 funds for rural transit. Each application is reviewed and evaluated by GDOT using established criteria, including (1) established goals and objectives of the service; (2) proposed grant activities; (3) service parameters; (4) performance related to asset management/maintenance requirements; (5) compliance with other established Section 5311 requirements, such as procurement; and (6) contract and financial performance. All approved funding amounts under this program are dependent on the availability of FTA funds.

All grant applicants should comply complete the Section 5311 application as outlined in the enclosed instructions. **If you have any questions or need technical assistance, please contact your local GDOT District Public Transportation Coordinator (see Appendix for contact information) or Michele Nystrom at mnystrom@dot.ga.gov or 404-631-1235.**The contact information for these individuals is provided in the attached Section 5311 grant application package (see Appendix). Table 1 describes the required steps for successfully applying for Section 5311 grant funding. The grant application package describes the requirements for each of these actions in detail.

Table 1: Steps in the Section 5311 Grant Application Process

Step	Required Action
1	Review the entire grant application package.
2	Arrange for the following activities for your organization, including all required signatures, so that you can submit this grant application by the November 29, 2017 deadline . <ul style="list-style-type: none">▪ Review of the Federal Transit Administration (FTA) Certifications and Assurances documents (see grant application attachment)▪ Provision of an Authorizing Resolution▪ Placement and Publication of a Public Notice
3	Completion of the “Project Budget” for the grant application. This form must be submitted to GDOT (both the General Office in Atlanta to Michele Nystrom at mnystrom@dot.ga.gov and to the District Public Transportation Specialist in the appropriate district) by October 30, 2017.
4	Completion of the entire grant application package by December 4, 2017 . Please use the Section 5311 Grant Application Checklist in Appendix A to check the completeness of your submittal before sending it to GDOT.

When your grant application is complete, please submit the following documents to GDOT as shown on the cover page of this grant application by December 4, 2017 (close of business).

PART B: GRANT APPLICANT INFORMATION PROFILE

Please complete the information requested in the table below for the organization.

Legal Name of Applicant Organization:	Commissioner of Roads and Revenue Dawson County
DBA: (System Name)	Dawson County Transit
FY 2019 Section 5311 Application Request (please check all that apply)	<input checked="" type="checkbox"/> Operating <input checked="" type="checkbox"/> Capital (vehicles) _____ Capital (small equipment) <input type="checkbox"/> Mobility Management
Public Transportation Service Area (i.e. county, city, or multiple counties)	Dawson County
Does Your Organization Currently Operate Public Transportation Services Using FTA Section 5311 Funding?	<input checked="" type="checkbox"/> Yes _____ No
DUNS Number:	039486055
E-verify Number:	121884
Physical Address for Applicant:	25 Justice Way, Suite 2313 Dawsonville, Georgia 30534
Mailing Address for Funding Contract:	25 Justice Way, Suite 2313 Dawsonville, Georgia 30534
Name and Title of Person Authorized Official Submitting the Grant Application	Dawn Pruett, Transit Director
Address, Phone Number and E-Mail Address for Authorized Person (above)	201 Recreation Road Dawsonville, Georgia 30534 706-344-3700 dpruett@dawsoncounty.org
<p>GDOT uses an electronic contract processing/execution system for its Section 5311 Program. Please identify the persons and contact information below to facilitate contract development and execution.</p>	
Internal Contract Reviewer Name and Title	Rachel Seal Grant Administrator

(if any)	
Email address for Internal Contract Reviewer	rseal@dawsoncounty.org
Authorized Official Who Signs Contract (Name and Title)	Billy Thurmond Chairman, Dawson County Board of Commissioners

Email for Authorized Official Signing Contract:	chairman@dawsoncounty.org
Name and title of Witness who will notarize/affix seal	Danielle Yarbrough County Clerk
Email address for Witness who will notarize/affix seal:	dyarbrough@dawsoncounty.org
Name and title of secondary Witness who will notarize/affix seal	Natalie Johnson Accounting and Budget Manager
Email address for secondary Witness who will notarize/ affix seal	njohnson@dawsoncounty.org
Organization Type	<input checked="" type="checkbox"/> County Government _____ City Government <input type="checkbox"/> Regional Commission <input type="checkbox"/> Private Non-Profit Organization
Does your organization have 100 or more transit-related employees?	No
Do you use one or more Third Party Operators (TPO) that have 100 or more employees? If so, please state the name of the company (ies); the TPO manager in responsible charge of your service; and their number of employees.	N/A

PART C: SAMPLE TRANSMITTAL LETTER

(Applicant should provide the following letter on the Applicant organization’s letterhead and include the signature of the Authorized Official. Please note that the Transmittal Letter and/or Authorized Official MAY NOT be submitted to GDOT from a Third Party Operator (TPO) on his/her letterhead).

Date

Ms. Jamie Cochran, FAICP
Transit Programs Manager
Georgia Department of Transportation
600 W. Peachtree Street
Atlanta, Georgia 30308

Dear Ms. Cochran:

The _____ (Applicant’s organization) is applying for an FTA Section 5311 grant for (capital, operating, or mobility management) grant in aid in the transit operation of the (_____transit agency’s name) for FY2019. The (capital, operating, and/or mobility management – state all that apply) assistance requested in this project has been reviewed and approved by the local transportation planning process and is identified in the State Transportation Improvement Program (STIP) for your area.

We are requesting federal assistance for operating and capital budgetin the following amounts:

- Operating assistance \$ _____ (50% federal share) with a local match requirement of \$ _____ (50% local share) to be provided by _____ (name of legal entity).
- Capital Purchase of Transit Vehicles (revenue vehicles) in the amount of \$ _____ (80% federal share) and state funds in the amount of \$ _____ (10% state share) and local funds in the amount of \$ _____ (10% local share) to be provided by _____ (legal name of entity).
- Capital Purchase of Small Equipment in the amount of \$ _____ (80% federal share), state funds in the amount of \$ _____ (10% state share) and local funds in the amount of \$ _____ (10% local share) to be provided by _____ (name of legal entity).
- Mobility Management funding in the amount of \$ _____ (80% federal share) and local funds in the amount of \$ _____ (20% local share) to be provided by _____ (name of legal entity).

The Applicant attests that all of the information contained in this funding request is correct and that the applicant has the legal, financial, technical, and managerial capacity to carry out the proposed project and maintain the project property.If you have questions about this request for funding, please contact _____ at _____(Applicant organization’s phone number) or _____ (Applicant organization’s email address).

Name of Authorized Official

Date

PART D: AUTHORIZING RESOLUTION

(This Authorizing Resolution must be enacted by the governing body of the applicant organization and signed by the Chair of the County Commission, Mayor, or the head of the governing body of other eligible applicant organization, as appropriate. Please make sure the authorizing resolution is properly witnessed and notarized, including the date the notary commission expires. It should also be stamped with the notary seal as well as the seal of the county commission, city, or appropriate applicant jurisdiction. The certificate of the attesting officer must also be completed).

AUTHORIZING RESOLUTION

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION AND THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR A GRANT FOR PUBLIC TRANSPORTATION ASSISTANCE UNDER SECTION 5311 OF THE FEDERAL TRANSIT LAWS UNDER CHAPTER 53 OF TITLE 49 U.S.C.

WHEREAS, the Federal Transit Administration and the Georgia Department of Transportation are authorized to make grants to non-urbanized (rural) areas for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon Applicant, including the provision of the local share of project costs; and

WHEREAS, it is required by the United States Department of Transportation and the Georgia Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and under the United States Department of Transportation requirements thereunder; and

NOW THEREFORE, BE IT RESOLVED BY (_____), hereinafter referred to as the "Applicant",

1. That the (_____) hereinafter referred to as the "Official is authorized to execute and file an application on the behalf of the Applicant, a City/County government, with the Georgia Department of Transportation to aid in the financing of public transportation assistance pursuant to Section 5311 of the Federal Transit Act.
2. That the Official is authorized to execute and file such application and assurances or any other document required by the U.S. Department of Transportation and the Georgia Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
3. That the Official is authorized to execute and file all other standard assurances or any other document required by the Georgia Department of Transportation or the U.S. Department of Transportation in connection with the application for public transportation assistance.
4. That the Official is authorized to furnish such additional information as the U.S. Department of Transportation or the Georgia Department of Transportation may require in connection with the application of the project.
5. That the Official is authorized to execute grant contract agreements on behalf of the Applicant with the Georgia Department of Transportation.

- 6. That the applicant while making application to or receiving grants from the Federal Transit Administration will comply with FTA Circular 9040.1G, FTA Certifications and Assurances for Federal Assistance 2019 as listed in this grant application and General Operating Guidelines as illustrated in the Georgia State Management Plan and Administrative Guide for Rural Public Transportation Programs.
- 7. That the applicant has or will have available in the General Fund the required non- federal funds to meet local share requirements for this grant application.

APPROVED AND ADOPTED this ____ day of _____, 2017.

Authorized Official

Type Name and Title

Signed, sealed and delivered this ____ day of _____, 2017 in the presence of

Witness

Notary Public/Notary Seal

CERTIFICATE

The undersigned duly qualified and acting (_____) of (_____) (*Title of Certifying/Attesting Official*) (*Applicant's Legal Name*) certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on _____, 2017.

Name of Certifying/Attesting Officer

County Seal

Title of Certifying/Attesting Officer

PART E:

BACKGROUND INFORMATION AND PROJECT DESCRIPTION

Part E-1-1:

Transportation System and Services:

(Please describe your organization's current Section 5311 transit system, including your service area (i.e. countywide or multiple counties, municipalities served; population served (i.e. population); demographic characteristics of your customers; total number of vehicles you operate; hours and days of services; methods you use to reach out to the public with transit system information; trends in the number of public transit riders transportation over the past three years; length of time your organization has provided transit services; and description of how services are delivered (i.e. by a third party operator, by county staff, a combination of county and TPO staff, etc.).

If your organization is applying to FTA for a NEW public transportation service, please describe the area to be served, transit needs to be met, public outreach activities conducted, and overall organization for planning and delivering transit services. Please include all agencies/entities providing key transit-related activities, including vehicle operations, vehicle maintenance, operations reporting capabilities, etc.).

Dawson County Transit services Dawson County residents and their transportation needs within Dawson County and travel to Hall, Lumpkin and Forsyth when needed. We serve to a population of approximately 23,000 with 4 transit vans with handicap lifts. We operate Monday through Friday from 8 a.m. to 4:30 p.m. excluding holidays. We reach out through the public through local media, other organizations, brochures, etc. Our service has been in operation close to 20 years. We have a staff of a Director, Coordinator, and 3 full time drivers. Our rides have increased slightly over the last three years.

Part E-1-2: Service Area Details

Counties/Cities Served by Your Section 5311 Transit System	Passenger Types (general public, DHS purchase of service contracts/programs, etc.)	Total One-Way Passenger Trips Provided in Past 12 Months (1) General Public (2) DHS Clients	Rates Charged for One- Way Passenger Trip: (1) General Public (2) DHS Clients
Dawson	Public, DHS POS	(1) 2,861 (2) 7,295	(1) \$2, 4, 6 (2) \$7.75

PART F: FTA-FUNDED ASSETS/STATE OF GOOD REPAIR

(FTA requires that organizations receiving federal transit funds maintain a complete inventory of their transit (revenue-producing) vehicles, administrative/support vehicles, equipment (with a replacement cost of \$ 50,000 or more), and transit facilities (i.e. maintenance facility, administration offices, etc.). GDOT already maintains a comprehensive inventory of the rural transit vehicles it procures on behalf of Section 5311 rural transit systems. Please complete the following two tables related to (1) Administrative/support vehicles and equipment (with a replacement cost of \$ 50,000 or more); and (2) an inventory list of your transit facilities.

Part F-1-1: Inventory of Equipment, Including Administrative/Support (Non-Revenue) Vehicles*

Equipment Item (over \$ 50K cost)	Condition (excellent, good, fair, poor)	Year Purchased	Purchased Under FTA Grant No.?
n/a			
Administrative/Support Vehicles (Non-Revenue Vehicles)			
Vehicle Type/Capacity	Primary Purpose	Year Purchased and Condition (excellent, good, fair, poor)	Purchased under FTA Grant No.?
n/a			

Part F-1-2: Inventory of Transit Facilities

Name/Type of Facility	Address	Condition (excellent, good, fair, poor)	Acquired under FTA Grant No.?
n/a			
Dawson County owns the facility that houses Dawson County Transit	201 Recreation Road Dawsonville, GA 3034	Good	no

Part F-1-3: Vehicle, Equipment (over \$ 50,000 in replacement cost), and Facility Maintenance Responsibilities

Please complete the following table to indicate which organization (public sector or private company) that has the responsibility for maintaining your FTA-funded assets.

Type of FTA-Funded Asset	Responsible Organization for Maintenance, Contact Person, and Email Address	Part of Your Overall Organization? (yes or no)	Contractor? (yes or no)
Shuttle Vans			
Shuttle Vans with Lift	Dawson County Fleet Shannon Harben sharben@dawsoncounty.org	Yes	no
Administrative/Support Vehicles			
Equipment Item # 1			
Equipment Item # 1			
Facility # 1 – specify:			
Facility # 2 – Specify:			

Facility # 3 – Specify:			
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PART G: APPLICANT ELIGIBILITY AND CAPABILITIES

(Please describe your organization’s structure, major functions, and eligibility to carry out the proposed transit activities with the requested FTA funding. Please include a statement related to your legal, financial technical, and managerial capability to carry out the project activities, maintain the project property in a state of good repair, and assure compliance with all applicable FTA program requirements, including the oversight of consultants and other contractors).

Dawson County Transit has been in operation for many years. Our transit program has a Director, Coordinator, and 3 full time drivers. Those individuals are supervised by a Board of Commissioners and each year funding and expenses go through the certified county audit process. Assistance is provided Dawson County Finance and Grant Administration.

Part G-1: Statement of Public Benefits:

(Please describe the anticipated benefits to the public from the undertaking the activities described in this grant application, including statistical information, where possible)

Dawson Transit anticipates increased citizen mobility, coordination of transportation resources, promotion Of local business, thereby contributing to the economy as well as improving the quality of life for it’s riders.

Part G-2: Project Coordination

(Please describe how the FTA-funded services described in this grant application will be coordinated with social service agencies and private transportation providers in the service area)

Dawson County works with DFACS, Family Connection, and 9th District Opportunity to make sure that all needs are met within the county.

Part G-3: For New Applicants Only - Service Initiation and Delivery

(if you are a NEW applicant for FTA Section 5311 funding, please describe your plan for initiating the service, including major phases and milestone dates for launching the new service and any other public or private sector partners participating in the launch of the new service).

PART H:

SECTION 5311 PROJECT BUDGET

(The Applicant should insert a completed Project Budget Form for the GDOT Section 5311 Grant Application here. Please see the next page for the Project Budget template to insert your information. Your Project Budget Form should include the number and type of vehicles requested, small capital items to be purchased, and amount for operating and/or mobility management assistance. Please insert the COMPLETED Project Budget that has already been initially reviewed by GDOT District Public Transportation Coordinator for your area in this grant application. Please see the Appendix for the names and contact information for GDOT's District Public Transportation Coordinators and their assigned counties.

You should obtain the approval of your Project Budget Form by your District Public Transportation Coordinator no later than October 30, 2017 to facilitate the completion of your FY 2019 grant application.

INSERT COMPLETED DOT PROJECT BUDGET FORM HERE (SEE ATTACHMENT IN GRANT APPLICATION PACKAGE)

PART I:

SOURCES OF LOCAL MATCHING FUNDS AND THREE-YEAR BUDGET TRENDS

(Please list ALL sources of local matching funds, including the amounts for each. The use of purchase of service (POS) contracts with the Georgia Department of Human Services (DHS) and other similar entities should also be shown, along with the source of the purchase of service revenues. PLEASE NOTE that for budgeting purposes, all POS revenues must be deducted from the total transit operating expenses (as defined by FTA as “program revenue” to arrive at the net Section 5311 transit operating expenses each month. The funding share of the net operating expenses is then calculated at 50% federal funds and 50% local funds. Additionally, FY 2019 budgets should reflect ACTUAL farebox revenues and not the formerly used “10% Farebox Policy” amount from prior years.

Please note that other FTA funds, including Section 5310, 5307, and 5339 funds are not eligible sources of local match funds. Local match funds must be traceable back of the source of origination (from a specific local governmental entity) and can be used only once as a local match source for a federal grant).

Table I-1: Source of Local Matching Funds

Local government general revenues	\$112,185
Estimated Revenue from all publicly funded Purchase of Service (POS) Contracts, including contracting agency/office; total amount of contract; begin and end date for contract; and cost per unit of transit service.	\$35,000
Estimated Medicaid Revenues	\$
Estimated Farebox Revenue	\$6,500
Other local fund source: please specify -	\$
Other: local fund source - please specify -	\$
TOTAL LOCAL MATCHING FUNDS:	\$153,685

Table I-2: Three-Year Budget Trend (FY 2017 through FY 2019)

Last FY 2017 (actual)		Current FY 2018 (current year budget)		Proposed FY 2019 (this application)	
Federal	\$105,732	Federal	\$114,143	Federal	\$112,185
State	\$4,500	State	\$4,500	State	\$0
Local (total including farebox, general fund, and POS revenues)	\$105,732 6,467 51,002	Local (total including farebox, general fund, and POS revenues)	\$114,143 6,500 35,000	Local (total including farebox, general fund, and POS revenues)	\$112,185 6,500 35,000
Total	\$275,433	Total	\$274,286	Total	\$265,870

PART J: INFORMATION ON THIRD PARTY OPERATORS (TPOs)

(The Applicant should complete the TPO Disclosure Form on the next page. One sheet for each TPO utilized by your Section 5311 transit system should be completed).

INSERT THE COMPLETED TPO DISCLOSURE FORM(S) HERE – PLEASE SEE GRANT APPLICATION PACKAGE FOR THE FORMS

PART K:PRIVATE ENTERPRISE COORDINATION (PUBLIC NOTICE)

(The Applicant MUST publish this notice one time in the local government’s legal newspaper. This is required to enable private transportation service providers to be aware of the Applicant’s grantapplication. The original legal ad and notarized publisher’s affidavit from the newspaper should beincluded in your grantapplication.

PUBLIC NOTICE

_____ (Legal Name of City/County/Eligible Organization) is applying for funding assistance under Title 49 U.S.C. Section 5311 of the Federal Transit Act pertaining to rural areas.

The _____ (Legal Name of City/County/Eligible Organization) will offer general public transportation to all citizens of _____ (Legal Name of County or Counties or City) for any worthwhile purpose, including but not limited to shopping, medical treatment, social services, and other purposes.

The _____ (Legal Name of City/County/Eligible Organization) solicits private sector input and participation to assure that private for-profit transportation operators have a fair and timely opportunity to participate in the development of this program.

The _____ (Legal Name of City/County/Eligible Organization) also solicits comments and concerns from the general population on local rural public transportation services.

The _____ (Legal Name of City/County/Eligible Organization) also solicits comments and concerns from the disabled population and their representatives to assure that issues relating to the disabled are addressed in the service design proposed during the planning process.

Interested persons are invited to request that a public hearing be held to discuss the services being offered or development of the application. Written comments, requests for a public hearing and/or written notice of intent by private for-profit transportation operators to provide or participate in any or all of the above services should be submitted no later than fifteen (15) days from the date of this publication to:

Commission Chairman/Mayor/Chief Executive of Applicant Organization:

Address/City/State/Zip Code of Applicant:

Phone Number of Applicant:

If no response is received within the fifteen (15) days, the Applicant must certify this in the completed grant application in writing on the organization’s letterhead.

If there is a response to the Public Notice, the “Private Enterprise Coordination Certification” (see below) must be completed and included in the Applicant’s completed grant application.

Private Enterprise Coordination Certification

The Applicant Organization’s County Commission Chair, Mayor, or Authorized Executive must complete the certification shown below, sign, and date this form. This exhibit, the original legal ad appearing in the local newspaper, and notarized publisher’s affidavit from the newspaper must be included in this Section 5311 grant application.

List of private transportation providers operating in the service area, including contact person, address, and phone number:

Date of Notification(s) Requesting Public Hearing (if any): _____

Applicant must attach Notice and Affidavit from newspaper or letter sent to private transportation providers.

Last day for private transportation providers to request the public hearing: _____

The Applicant’s organization, _____ (Legal Name of City/County/Eligible Organization) will annually review existing service and any proposed service changes to determine the feasibility of private providers providing the public service. An annual review will be scheduled and a review format will be developed to carry out this task. Private transportation service providers will be notified and their interest in the service provision will be assessed. Private transportation service providers will be invited to attend and be a part of the annual review process.

Signature of Authorized Official

Printed Name and Title of Authorized Official

Date

PART L: FTA TITLE VI DATA COLLECTION AND REPORTING

(The Applicant must complete the following sections pertaining to your organization’s Title VI Program activities).

Part L-1: General Reporting

- 1. List any Title VI-related lawsuits or complaints filed pertaining to your organization’s Section 5311 program.
None
- 2. Has your organization applied for any other federal financial assistance for transportation? ___ Yes **X** No If so, what kind of financial assistance and from which source _____
- 3. Please state whether or not any Civil Rights/Title VI Compliance Review Activity has been conducted in the last three years at your organization.
___ Yes **X** No

Part L-2: Title VI Monitoring Procedures

GDOT requires the following monthly reporting in order to meet FTA National Transit Database requirements. Accurate completion of the following information is critical to continued Section 5311 grant eligibility. Subrecipients must provide this data monthly, including data on population of your service area, percentage of trips made by minority population (compared to the total); types of services provided; days and hours of operation; number and type of vehicles in operation; number/percentage of wheelchair-equipped vehicles total seating capacity; service area; total monthly ridership; transit costs by hour, mile, etc.; number of trips by trip purpose; quality of service; etc. Please seek technical assistance from your public transit coordinator, if you have any questions regarding the definitions or completion of these data.

The Applicant organization agrees to provide this data on a monthly basis in a format designated by GDOT.

Signature of Authorized Official

Billy Thurmond, Chairman Dawson County BOC
Printed Name/Title of Authorized Official

Date

PART M: CERTIFICATION OF NO INTENT TO CHARTER SERVICE

(The Applicant must provide the certification shown below on the organization's letterhead and include the signature of the Authorized Official).

The Applicant organization, Commissioner of Roads and Revenue Dawson County certifies that it does not intend to and will not provide charter service with FTA funded equipment and facilities or provide any exclusive service during the operating period of this application.

by the Georgia Department of Transportation (conveyance of government officials), the Applicant agrees to notify Department and the Federal Transit Administration in writing of such provision of services.

The Applicant also certifies that conveyance of government officials shall not exceed 80 hours in a given year and such services must also be reported to the Federal Transit Administration.

Signature of Authorized Official

Billy Thurmond, Chairman Dawson County BOC
Printed Name and Title of Authorized Official

Date

PART N:

DRUG-FREE WORKPLACE AND DRUG AND ALCOHOL PROGRAM

(FOR CURRENT SECTION 5311 TRANSIT SYSTEMS –Applicant must place this certification on the Applicant’s letterhead).

I, Billy Thurmond, Chairman of Dawson County Board of Commissioners,
(Type or Print Name of Official) (Type or Print Title of Official)

certify that Commissioner of Roads and Revenue Dawson Countyand its contractors, as required,
(Type or Print the Applicant organization (County or City)

for the Section 5311 Rural Public Transportation Program, has established and implemented an alcohol misuse prevention program and anti-drug abuse program in accordance with the terms of 49 CFR Part 40 and Part 655.I further certify that the employee training conducted under this part meets the requirements of 49 CFR, Part 40 and Part 655.

Signature of Authorized Official

Date

NOTE: New (or first time) applicants must not sign this certification until their program has beenapproved by GDOT.

PART O: DRUG-FREE WORKPLACE ACT CERTIFICATION FOR A PUBLIC OR PRIVATE ENTITY

(Applicant must place this certification on the Applicant organization's letterhead and include signature of the Authorized Official)

The Commissioner of Roads and Revenue Dawson County certifies that it will provide a drug-free workplace as specified in U.S. Department of Transportation's (DOT) rule, 49 CFR Part 40 and 655, which describes required procedures for conducting workplace drug and alcohol testing for FTA programs, including:

- A) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the action that will be taken against employees for violation of such prohibition;
- B) Establishing an ongoing drug-free awareness program to inform employees about:
 - The dangers of drug abuse in the workplace;
 - The Applicant's policy of maintaining a drug-free workplace;
 - Any available drug counseling, rehabilitation, and employee assistance programs; and, the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- C) Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (A);
- D) Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant or cooperative agreement, the employee will abide by the terms of the statement; and notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- E) Notifying the Federal agency in writing, within ten calendar days after receiving notice under subparagraph (D)(2) from an employee or other wisereceiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every project officer or other designee on whose project activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notices shall include the identification numbers(s) of each affected grant or cooperative agreement;
- F) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (D) (2), with respect to any employee who is so convicted;

Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- G) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (A), (B), (C), (D), (E), and (F).

The Applicant's headquarters is located at the following address:

Name of Applicant Organization: Commissioner of Roads and Revenue Dawson County

Name of Authorized Official: Billy Thurmond

Address: 25 Justice Way, Suite 2313

City: County: State: Dawsonville, Dawson County, Georgia

Zip Code: 30534

Signature of Authorized Official

Billy Thurmond
Printed Name of Authorized Official

Date

PART P: CERTIFICATION OF EQUAL ACCESS FOR PERSONS WITH DISABILITIES

*(Applicant is required to sign this certification **only if** the organization is requesting the purchase of a vehicle without disability access features (i.e. wheelchair lift) as required in 49 CFR Part 38)*

I hereby certify that when viewed in its entirety, the demand-responsive transportation program of Commissioner of Roads and Revenue Dawson County provides disabled persons with access equal to that afforded to any other persons in terms of the following criteria:

- Response time,
- Fares (demand response system cannot charge higher fare for wheelchair boarding),
- Geographic area of service,
- Hours and days of service,
- Restrictions based on trip purpose,
- Availability of information and reservations capabilities, and
- Constraints on capacity or service availability.

Certified this _____ day of _____, 201__ .

Signature of Authorized Official

Chairman, Dawson County BOC
Title of Authorized Official

Date

PART Q: FTA CIVIL RIGHTS ASSURANCE

(Applicant must place this certification on the Applicant organization’s letterhead including the signature of the Authorized Official).

The _____ (legal name of entity) hereby certifies that, as a condition of receiving Federal financial assistance under the Federal Transit Act, the organization will ensure that:

- No person on the basis of race, color, or national origin, will be subjected to discrimination in the level and quality of transportation services and transit related benefits.
- The _____ (legal name of entity) will compile, maintain, and submit in a timely manner Title VI information required by FTACircular 4702.1B and in compliance with the Department of Transportation’s Title VI regulation, 49 CFR Part 21.7(a).
- The _____ (legal name of the entity) will make it known to the public that those persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

The Applicant/Recipient assures that it will comply with the following laws and regulations so that no person in the United States will be denied the benefits of, or otherwise be subjected to discrimination in any U.S. DOT or FTA funded program or activity (particularly in the level and quality of transportation services and transportation-related benefits on the basis of race, color, national origin, religion, sex, disability, or age:

- Federal transit laws, specifically 49 U.S.C. 5332, as amended by MAP-21 (prohibiting discrimination on the basis of race, color, religion, national origin, sex, disability, or age, and in employment or business opportunity),
- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d,
- The Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, *et seq.*,
- The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*,
- U.S. DOT regulations, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation- Effectuation of Title VI of the Civil Rights Act of 1964,” 49 CFR part 21.7(a),
- U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and
- Any other applicable Federal statutes that may be signed into law or Federal regulations that may be promulgated,

As required by 49 CFR 21.7:

- It will comply with Federal guidance implementing Federal nondiscrimination laws and regulations, except to the extent FTA determines otherwise in writing, with 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR Part 21 in the manner it conducts each Project, undertakes property acquisitions, and operates its Project facilities, including: it’s entire facilities and its facilities operated in connection with its Project. This assurance applies to your Applicant/Recipient’s entire Project and to all parts of its facilities, including the facilities it operates to implement its Project,
- It will promptly take the necessary actions to carry out this assurance, including: notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA, and submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request,

- If it transfers FTA funded real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination: (1) while the property is used for the purpose that the Federal funding is extended, and (2) while the property is used for another purpose involving the provision of similar services or benefits,
- It will make any changes in its Title VI implementing procedures as U.S. DOT or FTA may request to comply with Title VI of the Civil Rights Act, 42 U.S.C. 2000d, U.S. DOT regulations, 49 CFR part 21, and Federal transit laws, 49 U.S.C. 5332, as amended by MAP-21,
- It will comply with Federal guidance issued to implement Federal nondiscrimination requirements, except as FTA determines otherwise in writing,
- It will extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each Third Party Participant, including: (1) Any Subrecipient, (2) Any Transferee, (3) Any Third Party Contractor or Subcontractor at any tier, (4) Any Successor in Interest, (5) Any Lessee, or (6) Any other Third Party Participant in its Project,
- It will include adequate provisions to extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each third party agreement, including: (1) Each subagreement, (2) Each property transfer agreement, (3) Each third party contract or subcontract at any tier, (4) Each lease, or (5) Each participation agreement, and

As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR part 27, specifically 49 CFR 27.9, and consistent with 49 U.S.C. 5307(c)(1)(D)(iii), as amended by MAP-21, the Applicant/Recipient assures that:

1. It will comply with the following prohibitions against discrimination on the basis of disability, which are a condition of approval or extension of any FTA funding awarded to: (1) Construct any facility, (2) Obtain any rolling stock or other equipment, (3) Undertake studies, (4) Conduct research, or (5) Participate in or obtain any benefit from any FTA administered program, and
2. In any program or activity receiving or benefiting from Federal funding that U.S. DOT administers, no otherwise qualified people with a disability will, because of their disability, be: (1) Excluded from participation, (2) Denied benefits, or (3) Otherwise subjected to discrimination.

The United States has a right to seek judicial enforcement of any matter arising under Title VI of the Civil Rights Act, 42 U.S.C. 2000d, U.S. DOT regulations, 49 CFR part 21, and this assurance.

The assurances made will remain in effect as long as: (1) Federal funding is extended to your Project, (2) Project property is used for a purpose for which the Federal funding is extended, (3) Project property is used for a purpose involving the provision of similar services or benefits, or (4) Ownership or possession is retained of its Project property.

The person whose signature appears below is authorized to sign this assurance on behalf of the recipient.

Name and Title of Authorized Official

Date

PART R: DEBARMENT AND SUSPENSION

(If the Applicant is submitting this grant application for funding exceeding \$ 25,000, the Applicant must provide the following certification on the organization's letterhead, including the signature of the Authorized Official).

U.S. DOT regulations, "Non-procurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the provisions of U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement)," 2 CFR part 180, permit certifications to assure the Applicant/Recipient acknowledges that:

The Applicant/Recipient certifies to the best of its knowledge and belief that, it, its principals, and first tier sub-recipients:

- a. Are eligible to participate in covered transactions of any Federal department or agency and are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded, or disqualified.
- b. Have not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction, violation of any Federal or State antitrust statute, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property.
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding Section 'a' of this certification.
- d. Have not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this certification.
- e. Will promptly provide any information to the FTA if at a later time any information contradicts the statements of subparagraphs above, and
- f. Will treat each lower tier contract or lower tier subcontract under the Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it equals or exceeds \$25,000, is for audit services, or requires the consent of a Federal official.
- g. Will require that each covered lower tier contractor and subcontractor comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 1200, and assure that each lower tier participant in the Project is not presently declared by any Federal department or agency to be:
 - Debarred from participation in the federally funded project,
 - Suspended from participation in the federally funded project,
 - Proposed for debarment from participation in the federally funded project,
 - Declared ineligible to participate in the federally funded project,
 - Voluntarily excluded from participation in the federally funded project, or
 - Disqualified from participation in the federally funded Project.

The Applicant/Recipient will promptly provide a written explanation to GDOT if it or any of its principals, including any of its first tier sub-recipients or lower tier participants, is unable to certify to the preceding statements in this certification.

Signature of Authorized Official

Title of Authorized Official

Date

PART S: DISADVANTAGED BUSINESS ENTERPRISE (DBE) SEMI-ANNUAL REPORTING

(The Applicant must certify that the Applicant Organization will provide the required semi-annual DBE reports to GDOT on May 1st and November 1st of each year).

The Applicant, Commissioner of Roads and Revenue Dawson County will provide the required FTA Semi-Annual Disadvantaged Business Enterprise (DBE) Program Report, referred to as the Uniform Report of DBE Commitments/Award and Payments is a requirement of 49 CFR Part 26. The semi-annual DBE report is a spreadsheet that captures a detailed breakdown of DBE participation in the Georgia Department of Transportation’s DBE program.

Authorized Official

Billy Thurmond, Chairman Dawson County BOC
Title of Authorized Official

Date

PART T:

FTA CERTIFICATIONS AND ASSURANCES

(As part of this Section 5311 grant application, each Applicant organization must have its Chief Executive Officer (County Commission Chair or Mayor, if a local government jurisdiction or Executive Director or other authorized designee of the Applicant and the Applicant's Attorney place original signatures on the set of FY 2017 FTA Certifications and Assurances (see attachment).

Please insert an originally signed copy of the FTA FY 2017 Certifications and Assurance package, the Signature Page, and the "Affirmation of Applicant" and "Affirmation of Applicant's Attorney" with your grant application package.

APPENDIX A

FY2019SECTION 5311 GRANT APPLICATION CHECKLIST

Part	Name/Description of Item	Completed? (yes or no)
A	Introduction	NA
B	Grant Application Information Profile	
C	Sample Transmittal Letter	
D	Authorizing Resolution	
E	Background Information and Project Description	
F	FTA-Funded Assets and State of Good Repair	
G	Applicant Eligibility and Capabilities	
H	Section 5311 Project Budget	
I	Sources of Local Match Funds and Three-Year Budget Trends	
J	Information on Third Party Operators (TPOs)	
K	Private Enterprise Coordination	
L	FTA Title VII at Collection and Reporting	
M	Certification of No Intent to Charter Service	
N	Drug-Free Workplace and Drug and Alcohol Program	
O	Drug-Free Workplace Act Certification for a Public or Private Entity	
P	Certification of Equal Access for Persons with Disabilities	
Q	FTA Civil Rights Assurance	
R	Debarment and Suspension	
S	Disadvantaged Business Enterprise (DBE) Semi-Annual Reports	
T	FTA Certifications and Assurances (2017 - most recent version)	

Reviewed By:	District Public Transportation Coordinator	Date
	Transit Program Manager	Date
	Assistant Division Director – Intermodal Division	Date

**APPENDIX B
 GDOT DISTRICT PUBLIC TRANSPORTATION COORDINATORS
 AND CONTACT INFORMATION**

District	Assigned Counties	Name/Contact Information
1	Banks, Barrow Clarke, Dawson, Elbert, Forsyth, Franklin, Habersham, Hall, Hart, Jackson, Lumpkin, Madison, Oconee, Rabun, Towns, Stephens, Union, Walton, and White	Jemal Sheppard 2594 Gillsville Highway Gainesville, GA 30507 (770) 531-5738 djsheppard@dot.ga.gov
2	Baldwin, Bleckley, Burke, Columbia, Dodge, Emanuel, Glascock, Greene, Hancock, Jasper, Jefferson, Jenkins, Johnson, Laurens, Lincoln, McDuffie, Morgan, Newton, Oglethorpe, Putnam, Richmond, Taliaferro, Treutlen, Warren, Washington, Wilkes, Wilkinson,	Kristy "Mellie" Pettit 801 Highway 15S Tennesse, GA 31089 (478) 553-3410 kpettit@dot.ga.gov
3	Bibb, Butts, Coweta, Crawford, Dooly, Fayette, Harris, Heard, Henry, Houston, Jones, Lamar, Macon, Meriwether, Marion, Monroe, Muscogee, Peach, Pike, Pulaski, Schley, Spalding, Stewart, Sumter, Talbot, Taylor, Troup, Twiggs, Upson, Webster	Carrie Anderson 115 Transportation Blvd., Thomaston, GA 30286 (706) 646-7570 caanderson@dot.ga.gov
4	Atkinson, Baker, Ben Hill, Berrien, Brooks, Calhoun, Clay, Coffee, Colquitt, Cook, Crisp, Decatur, Dougherty, Early, Echols, Grady, Irwin, Lanier, Lee, Lowndes, Miller, Mitchell, Quitman, Randolph, Seminole, Terrell, Thomas, Tift, Turner, Wilcox, Worth	Algenia Skinner 710 West 2 nd Street Tifton, GA 31794 (229) 391-5433 paskinner@dot.ga.gov
5	Appling, Bacon, Brantley, Bryan Bulloch, Camden, Candler, Charlton, Chatham, Clinch, Effingham, Evans, Glynn, Jeff Davis, Liberty, Long, McIntosh, Montgomery, Pierce, Screven, Tattnall, Telfair, Toombs, Ware, Wayne, Wheeler	Troy Green 204 N. US Highway 301 Jesup, GA 31546 (912) 530-4372 tgreen@dot.ga.gov
6	Bartow, Catoosa Chattooga, Cherokee, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Freida Black 500 Joe Frank Harris Pkwy. Cartersville, GA 30120 (678) 721-5312 fblack@dot.ga.gov

PART L-2:

**TITLE VI DATA COLLECTION AND REPORTING
DAWSON COUNTY SECTION 5311 PROGRAM**

Title VI MONITORING PROCEDURES

Level of Service – Overview¹

Total Population	23,000
Minority Percentage:	5%
Type of Service:	Combination of Demand Response and Fixed Route Operation.
Days/Hours of Operation:	Monday – Friday 8 a.m to 4 p.m.
Number of Vehicles:	4
Wheelchair Equipped:	4
Total Seating Capacity:	40
Service Area:	Dawson County

Performance²

Total number of trips for an average month	868
Total number of trips to minorities	62
Percentage minority trips to total trips	7.14%

¹ Population Data from US Census Data for 2010 Source “<http://venus.census.gov/cdrom/lookup>”

² Monthly averages for 2017 fiscal year using the GDOT M.I.S. along with data provided by local transit staff.

Based on a review of all State, Federal, Civil Rights and Title VI mandates and requirements Dawson County Transit has met or exceeded expectations. The Dawson County Section 5311 Program has met most of the Department's Service Goals and Standards as well as the County's Service Goals and Standards. The passenger per mile ratio is low on some vehicles, but routes and schedules are reviewed regularly to address this operational service goal.

Quality of Service³

Total number of trips for month	868
Total number of minorities OWPTs ⁴	62/month
Trips by trip purpose per month	
Medical	78
Employment	88
Nutrition	279
Social/Recreational	147
Education	91
Shopping/Personal	185
Trips by trip purpose (minorities) per month	
Medical	5
Employment	0
Nutrition	30
Social/Recreational	1
Education	1
Shopping/Personal	15
Transit Cost Analysis ⁵	
Cost per hour	34.75
Cost per OWPT	18.02
Cost per mile	2.07

³ Statistics from GDOT M.I.S., _____ 2017

⁴ Information is an average for a typical month, such as _____ estimated by Dawson County Personnel
Minority usage is for all purposes.

⁵ Information derived from 2017 calendar year using GDOT M.I.S. and financial records.

Backup material for agenda item:

2. Presentation of 2018 Local Maintenance and Improvement Grant (LMIG) Application-
David McKee, Director of Public Works



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Public Works

Work Session: 11/9/17

Prepared By: Alexa Bruce

Voting Session: 11/16/17

Presenter: David McKee

Public Hearing: Yes _____ No x

Agenda Item Title: LMIG 2018 Application Packet

Background Information:

Local Maintenance and Improvement Grant (LMIG) is a state program where we receive money (grant) from our State Motor Fuel Tax collections and requires a match of 30% match. This year the amount allotted to Dawson County is \$413,739.21 with Dawson County's 30% match of \$124,121.76, the total budget for 2018 LMIG (projects) is \$537,860.97.

Current Information:

Funds will be utilized to repair multiple roads with Dawson County (). I have attached the allocation form provided by the Georgia Department of Transportation, the 2018 Project List, the 2018 Application, the 2017 Cover letter, and the 2018 LMIG Road map.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
LMIG	Public Works	250-00-4226-33411-017	\$537,860.97	\$537,860.97	\$0.00	\$537,860.97

Recommendation/Motion: Approve the 2018 LMIG Application as submitted.

Department Head Authorization: David McKee

Date: 10/31/2017

Finance Dept. Authorization: Vickie Neikirk

Date: 10/31/2017

County Manager Authorization: DH

Date: 10/31/2017

County Attorney Authorization: _____

Date: _____

Comments/Attachments:

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 2017
TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.**

LOCAL GOVERNMENT INFORMATION

Date of Application: October 23, 2017

Name of local government: Dawson County Board of Commissioners

Address: 25 Justice Way, Suite 2232, Dawsonville, Georgia 30534

Contact Person and Title: David McKee, Director of Public Works

Contact Person's Phone Number: 706-344-3501

Contact Person's Fax Number: 706-531-2710

Contact Person's Email: dmckee@dawsoncounty.org

Is the Priority List attached?

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

I, David McKee (Name), the Public Works Director (Title), on behalf of Dawson County Board of Commissioners (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 2017**

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

121884
E-Verify Number

_____(Signature)

Sworn to and subscribed before me,

_____(Print)
Mayor / Commission Chairperson

This ____ day of __, 20__.

_____(Date)

In the presence of:

NOTARY PUBLIC

LOCAL GOVERNMENT SEAL:

My Commission Expires:

NOTARY SEAL:

FOR GDOT USE ONLY

The local government's Application is hereby granted and the amount allocated to the local government is _____. Such allocation must be spent on any or all of those projects listed in the Project List.

This ____ day of __, 20__.

Terry L Gable
Local Grants Administrator



June 1, 2017

Billy Thurmond, Chairman
Dawson County Board of Commissioners
25 Justice Way, Suite 2313
Dawsonville, Georgia 30534

RE: Fiscal Year 2018 Local Maintenance & Improvement Grant (LMIG) Program

Dear Chairman Thurmond:

We are pleased to announce that the Department will begin accepting applications for the Fiscal Year 2018 LMIG Program on July 1, 2016. Please complete the attached application along with your Project Report form containing the road name, length of project, termini, type of work, project cost and construction let date. As a reminder, please mail your application package to the Gainesville District Office at **2505 Athens Hwy Gainesville, Georgia 30507-7457 Attn: Teresa Walcott** instead of the Local Grants Office in Atlanta. All LMIG applications must be received in the District Office no later than January 1, 2018.

Your formula amount for the 2018 Program is **\$413,739.21**. Each local government is required to match this formula amount in accordance with Code Section 48-8-244(d). The General Guidelines and Rules and other pertinent reports can be found on the Department's website at www.dot.ga.gov/ps/local/lmig. We must receive a satisfactory status letter of your previous LMIG Grants before approval can be given on your FY 2018 application. Random audits will be conducted and a satisfactory status of your previous LMIG Grants must be received before approval can be given on your FY 2018 application.

If you should have any questions regarding the LMIG Program please contact the Local Grants Office in Atlanta at (404) 347-0240. Thank you for your attention and cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Russell R. McMurry".

Russell R. McMurry, P.E.
Commissioner

RRM:TLG
Attachments

cc: Mr. Brent Cook, P.E.; Hon. David Ralston; Hon. Kevin Tanner; Hon. Steve Gooch; Files

DAWSON COUNTY

Public Works

October 23, 2017

Subject: 2018 LMIG Application and Project List

Dear Mr. Teresa Walcott:

It is my pleasure to submit to you the following list of projects eligible for LMIG funding for 2018. The formula amount for Dawson County is \$413,739.21. Adding our 30% match of \$124,121.76, that would total \$537,860.97. The following table outlines our 2018 project list:

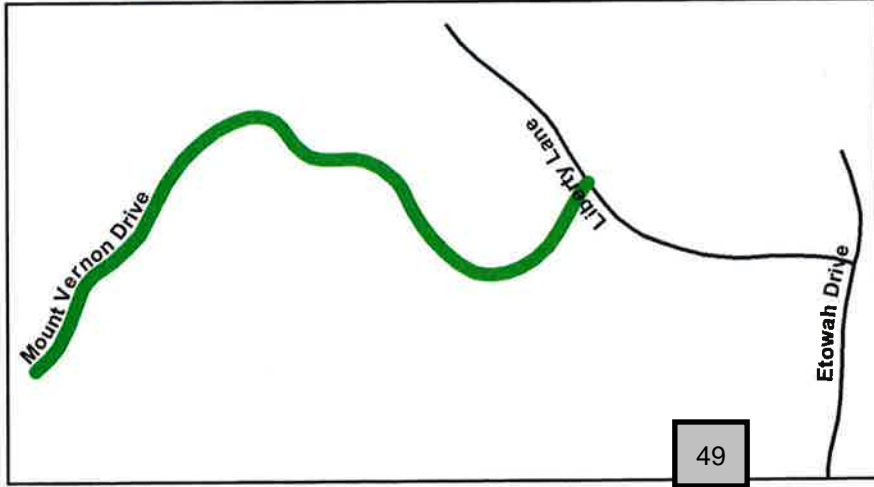
ROAD NAME	BEGINNING	ENDING	(MILES)	DESCRIPTION OF WORK	PROJECT COST	PROJECT DATE
A.T. Moore Rd	State Route 9 South	Govan Rd	1.0	19.5mm Mill, deep patch, widen 4' using 865 tons 4' using 9.5mm, overlay	\$193,655.00	18-Apr
Mt. Vernon	Liberty Lane	House #566	0.56	Overlay 2", 9.5mm	\$58,890.00	18-Mar
Pelican Court	Bay Drive Biscayne Subdivision	Cul-de-sac Biscayne Subdivision	0.04	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Biscayne Drive	Harmony Church Biscayne Subdivision	Bay Drive Biscayne Subdivision	0.18	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Keys Court	Biscayne drive Biscayne Subdivision	Cul-de-sac Biscayne Subdivision	0.07	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Sandcastle Court	Bay Drive Biscayne Subdivision	Cul-de-sac Biscayne Subdivision	0.21	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Bay Drive	Biscayne Drive Biscayne Subdivision	Cul-de-sac Biscayne Subdivision	0.54	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Harbour Drive	Bay Drive Biscayne Subdivision	Cul-de-sac Biscayne Subdivision	0.34	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Seabreeze way	Bay Drive Biscayne Subdivision	Cul-de-sac Biscayne Subdivision	0.13	Mill 3.5", 2" 19mm 1.5" 9.5mm	\$44,628.57	18-Apr
Total			3.07		\$564,944.99	

The project cost estimates DO NOT include the utilization of Dawson County labor and equipment. Please find the enclosed LMIG Application, and if there are any questions, please do not hesitate to contact me.

Sincerely,



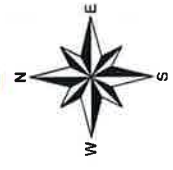
David McKee
Dawson County
Director of Public Works



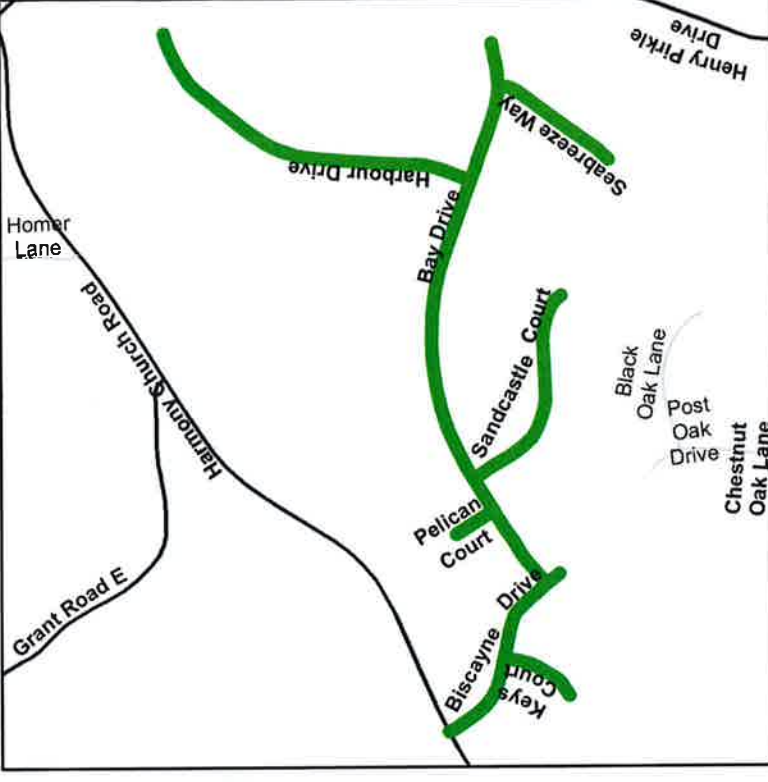
Mount Vernon Drive
2,968 ft



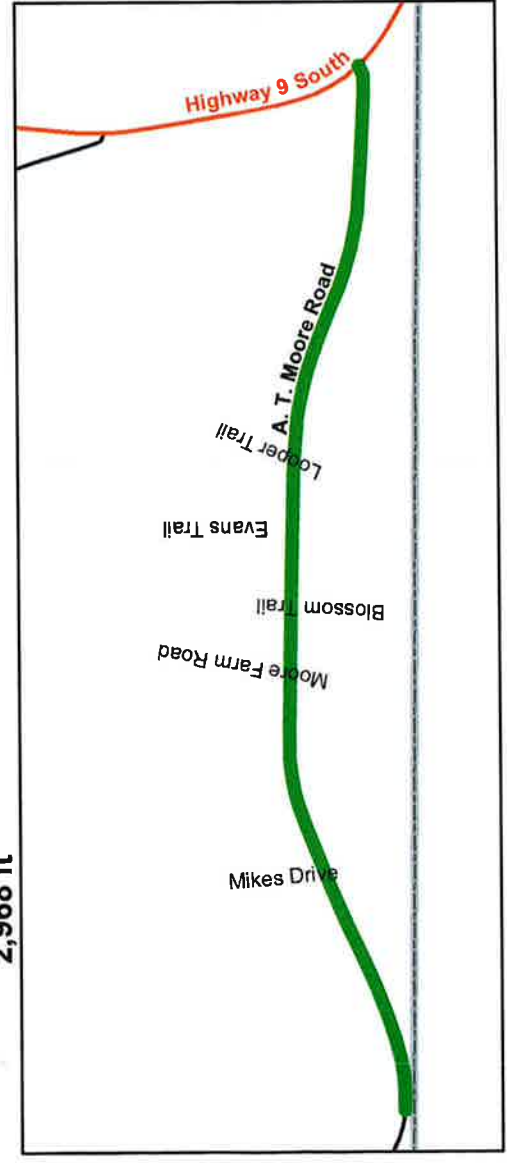
2018 LMIG MAP



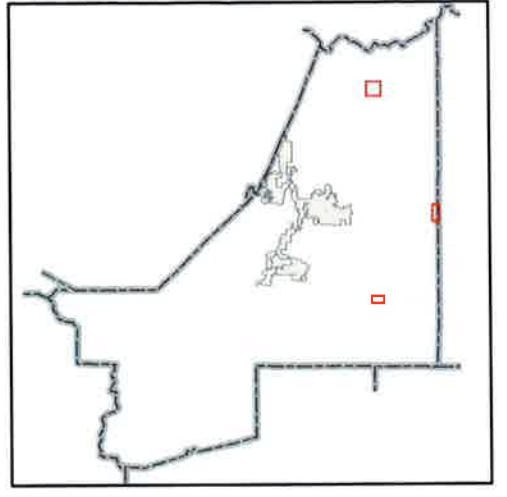
- Legend**
- LMIG Roads
 - City
 - County
 - State
 - City Limits
 - County Line
- Road Centerline**



Biscayne At Lanier
Subdivision
7,964 ft



A. T. Moore Road
4,083 ft



Backup material for agenda item:

3. Presentation of 2017 Capital Improvement Element (CIE) Update Adoption Resolution-
Jason Streetman, Director of Planning & Development



DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Planning

Work Session: 11.9.17

Prepared By: Streetman

Voting Session: 11.16.17

Presenter: J.Streetman

Public Hearing: Yes No

Agenda Item Title: Capital Improvement Element Annual Update Adoption Resolution

Background Information:

The CIE annual update was property advertised and transmittal resolution was heard and approved by the BOC in early October of this year. GMRC/DCA has approved and it is now time for the BOC to adopt the resolution for the annual update.

Current Information:

Adoption Resolution and annual update have been attached to agenda pal in word doc.

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

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Approve

Department Head Authorization: Jason Streetman

Date: 10/30/2017

Finance Dept. Authorization: Vickie Neikirk

Date: 10/30/2017

County Manager Authorization: DH

Date: 10/30/2017

County Attorney Authorization:

Date:

Comments/Attachments:

Capital Improvements Element 2017 Annual Update:

Financial Report & Short Term Work Program

Dawson County, GA

Final

Introduction

This Capital Improvements Element Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the Development Impact Fee Act (DIFA) and the Department of Community Affairs (DCA) documents Development Impact Fee Compliance Requirements and Standards and Procedures for Local Comprehensive Planning. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to the Compliance Requirements, the Annual Update:

“must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope.” (Chapter 110-12-2-.03(2)(c))

This Annual Update itself is based on the Dawson County Capital Im-

provements Element, as adopted by the County on July 20, 2006.

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

“As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area.” (O.C.G.A. 36-71-8(d)(1))

The County’s fiscal year runs from January 1 to December 31. Thus, this financial report is based on the audit prepared for FY 2013. The required financial information for each public facility category appears in the main financial table (page 3); service area designations appear in the project tables that follow (pages 4 through 7).

Schedule of Improvements

In addition to the financial report, the County has prepared a five-year schedule of improvements—a short

term work program (STWP)—as specified in the Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments that have a CIE must “update their entire Short Term Work Programs annually.”¹

According to DCA’s requirements,² the STWP must include:

- A brief description of the activity;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Short Term Work Program portion of this document, beginning on page 8.

¹ Note that the Compliance Requirements specify that the short term work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the STWP requirements in a previous version of the Standards and Procedures for Local Comprehensive Planning. The correct current description of a STWP is found at Chapter 110-12-1-.05(2)(c)(i).

² Chapter 110-12-1-.05(2)(c)(i).

IMPACT FEES FINANCIAL REPORT – DAWSON COUNTY, GA
Fiscal Year 2016

DAWSON COUNTY		Annual Impact Fee Financial Report - Fiscal Year 2016					
	Libraries	Fire Protection	Detention	Roads	Parks & Recreation	Administration	TOTAL
Service Area	County-wide	County-wide	County-wide	Ga 400 Corridor	County-wide		
Impact Fee Fund Balance January 1, 2016	\$5,340.79	\$3,224.70	\$45,535.64	\$1,210.72	\$68,024.68	(\$11,377.40)	\$111,959.13
Impact Fees Collected (January 1, 2016 through December 31, 2016)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal: Fee Accounts	\$5,340.79	\$3,224.70	\$45,535.64	\$1,210.72	\$68,024.68	(\$11,377.40)	\$111,959.13
Accrued Interest	\$21.04	\$12.71	\$179.41	\$4.77	\$268.02	(\$44.83)	\$441.12
(Impact Fee Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(FY 2016 Expenditures)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fee Fund Balance December 31, 2016	\$5,361.83	\$3,237.41	\$45,715.05	\$1,215.49	\$68,292.70	(\$11,422.23)	\$112,400.25
Impact Fees Encumbered	\$5,361.83	\$3,237.41	\$45,715.05	\$1,215.49	\$68,292.70		\$112,400.25

Public Facility:		Library						
Service Area:		County-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Collection Materials	2006	2007	\$18,058.93	92.6%	\$16,721.08	\$10,000.00	\$5,361.83	Delayed from 2006
Collection Materials	2007	2007	\$18,604.53	92.5%	\$17,218.04	\$5,000.00		Delayed from 2007
Collection Materials	2008	2008	\$19,130.71	92.6%	\$17,716.20			Delayed from 2008
Collection Materials	2009	2009	\$19,697.39	92.6%	\$18,236.00			
Collection Materials	2010	2010	\$20,274.72	92.6%	\$18,767.42			
Collection Materials	2011	2011	\$24,315.04	92.6%	\$22,520.51			
Collection Materials	2012	2012	\$25,120.79	92.6%	\$23,261.00			
Collection Materials	2013	2013	\$25,944.34	92.6%	\$24,020.68			
Collection Materials	2014	2014	\$26,785.89	92.6%	\$24,799.78			
Collection Materials	2015	2015	\$27,645.59	92.6%	\$25,598.48			
Collection Materials	2016	2016	\$21,330.62	92.6%	\$19,745.10			
Collection Materials	2017	2017	\$22,067.42	92.6%	\$20,429.19			
Collection Materials	2018	2018	\$22,826.74	92.6%	\$21,135.77			
Collection Materials	2019	2019	\$23,609.37	92.6%	\$21,865.61			
Collection Materials	2020	2020	\$24,446.10	92.6%	\$22,631.61			
Collection Materials	2021	2021	\$30,724.87	92.6%	\$28,440.61			
Collection Materials	2022	2022	\$32,049.43	92.6%	\$29,677.41			
Collection Materials	2023	2023	\$33,454.48	92.6%	\$30,974.56			
Collection Materials	2024	2024	\$34,912.04	92.6%	\$32,323.39			
Collection Materials	2025	2025	\$36,424.25	92.6%	\$33,726.03			
Collection Materials	2026	2026	\$28,623.63	92.6%	\$26,503.60			
Collection Materials	2027	2027	\$29,693.35	92.6%	\$27,492.96			
Collection Materials	2028	2028	\$30,797.07	92.6%	\$28,515.77			
Collection Materials	2029	2029	\$31,935.97	92.6%	\$29,573.19			
Collection Materials	2030	2030	\$33,111.25	92.6%	\$30,666.44			
New library space (3,264 sf)	2017	2018	\$664,532.97	100.0%	\$664,532.97	\$80,700.00		2008 land purchase
			\$1,326,117.46		\$1,277,093.41	\$95,700.00	\$5,361.83	

Public Facility:		Fire Protection						
Service Area:		County-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Engine	2011	2011	\$289,275.69	100.0%	\$289,275.69	\$80,000.00	\$3,237.41	2013 Payment
Tanker	2012	2012	\$123,975.30	100.0%	\$123,975.30			
Aerial	2012	2012	\$850,516.57	100.0%	\$850,516.57			
Engine	2011	2011	\$289,334.28	100.0%	\$289,334.28			
Tanker	2012	2012	\$124,000.41	100.0%	\$124,000.41			
Truck	2008	2008	\$82,033.00	100.0%	\$82,033.00	\$82,033.00		
Engine	2011	2011	\$289,803.41	100.0%	\$289,803.41			
Tanker	2020	2020	\$124,201.46	100.0%	\$124,201.46			
Truck	2008	2008	\$82,033.00	100.0%	\$82,033.00	\$82,033.00		
Engine	2024	2024	\$290,038.27	100.0%	\$290,038.27			
Tanker	2024	2024	\$124,302.11	100.0%	\$124,302.11			
Bum Facility (1,000 sf)	2008	2008	\$180,000.00	100.0%	\$180,000.00	\$183,192.91		
Station 8 (4,900 sf)	2009	2010	\$0.00	100.0%	\$0.00			
Station 9 (4,900 sf)	2010	2010	\$351,388.26	100.0%	\$351,388.26			
Station 10 (4,900 sf)	2020	2021	\$718,928.50	100.0%	\$718,928.50			
Station 11 (4,900 sf)	2024	2025	\$724,642.99	100.0%	\$724,642.99			
			\$4,644,473.24		\$4,644,473.24	\$345,259.91	\$3,237.41	

Public Facility:		Detention						
Service Area:		County-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
New Jail	2006	2007	\$10,938,328.34	59.9%	\$6,547,013.60	\$44,899.39	\$45,715.05	
			\$10,938,328.34		\$6,547,013.60	\$44,899.39	\$45,715.05	

Public Facility:		Roads							
Service Area:		Ga 400 Corridor Service Area							
Segment Number and Project Description		Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
E-1	Carlisle Rd from Forsyth to Whitmire Rd	2013	2014	\$874,246.59	100.0%	\$874,246.59	\$513,000.00	\$1,215.49	Under Construction
W-1	Reeves Rd from county line to Heath Rd	tbd	tbd	\$420,494.21	100.0%	\$420,494.21			
W-1/2	Heath Rd from SR 400 to N-S frontage rd	tbd	tbd	\$333,609.58	100.0%	\$333,609.58			
W-4	Stowers Rd west of SR 400 to N-S frontage rd	tbd	tbd	\$482,463.91	100.0%	\$482,463.91			
W-5/6	Grant Rd from SR 400 to N-S frontage rd	tbd	tbd	\$225,081.84	100.0%	\$225,081.84			
W-6/7	Lumpkin Campground Rd from 400 to frontage rd	tbd	tbd	\$9,386,889.48	100.0%	\$9,386,889.48			
W-10	Gordon Moss Rd from Whitmire to Dawson Forest	tbd	tbd	\$3,069,843.79	100.0%	\$3,069,843.79			
W-10	Whitmire Rd from SR 400 to N-S frontage rd	tbd	tbd	\$312,340.36	100.0%	\$312,340.36			
E-3	N-S frontage rd from Whitmire to Dawson Forest Rd	tbd	tbd	\$198,527.66	100.0%	\$198,527.66			
E-11	Landrum Rd from SR 400 to south turn	tbd	tbd	\$62,450.27	100.0%	\$62,450.27			
W-2	E-W connection #2 from SR 400 to N-S frontage rd	tbd	tbd	\$288,451.79	100.0%	\$288,451.79			
W-4	N-S frontage rd from SR 136 to Stowers Rd	tbd	tbd	\$2,123,713.53	100.0%	\$2,123,713.53			
W-5	E-W connection from SR 400 to N-S frontage rd	tbd	tbd	\$438,453.91	100.0%	\$438,453.91			
W-6	N-S frontage rd from Grant Rd to Campground Rd	tbd	tbd	\$3,355,749.20	100.0%	\$3,355,749.20			
				\$21,572,316.12		\$21,572,316.12	\$513,000.00	\$1,215.49	

Public Facility:		Parks & Recreation						
Service Area:		County-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended to Date	Impact Fees Encumbered	Status/Remarks
Recoupment (5.4 acres)	2008	2009	\$93,750.00	100.0%	\$93,750.00			
Future Park (50 acres)	2014	2014	\$1,201,458.98	100.0%	\$1,201,458.98		\$68,292.70	
Future Park (58 acres)	2023	2023	\$677,053.57	100.0%	\$677,053.57			
4 Ball Fields	2014	2014	\$1,052,359.69	100.0%	\$1,052,359.69			
4 Ball Fields	2018	2018	\$1,088,780.52	100.0%	\$1,088,780.52			
6 Ball Fields	2023	2023	\$1,704,126.27	100.0%	\$1,704,126.27			
2 Ball Fields	2030	2030	\$602,890.94	77.7%	\$468,446.26			
7 Soccer Fields	2023	2023	\$1,789,332.58	92.1%	\$1,647,770.81			
2 Football Fields	2018	2018	\$489,951.23	69.3%	\$339,670.94			
2 Tennis Courts	2014	2014	\$84,188.78	100.0%	\$84,188.78			
4 Tennis Courts	2018	2018	\$174,204.88	100.0%	\$174,204.88			
1 Tennis Courts	2023	2023	\$45,443.37	100.0%	\$45,443.37			
2 Tennis Courts	2030	2030	\$96,462.55	26.9%	\$25,920.87			
2 Basketball Courts	2016	2016	\$53,520.76	100.0%	\$53,520.76			
2 Basketball Courts	2022	2022	\$56,323.09	73.3%	\$41,295.39			
5 Volleyball Courts	2016	2016	\$107,041.52	100.0%	\$107,041.52			
Running Track	2016	2017	\$239,992.69	70.0%	\$167,994.88			
2 Swimming Pools	2023	2023	\$2,272,168.36	69.3%	\$1,575,237.52			
3 Spraygrounds	2016	2016	\$1,273,618.87	79.6%	\$1,013,185.04			
2 Trails	2010	2012	\$256,461.46	69.3%	\$177,798.32	\$150,120.19		
4 Playgrounds	2012	2012	\$206,921.75	100.0%	\$206,921.75			
4 Playgrounds	2020	2020	\$221,492.18	86.2%	\$190,826.59			
2 Pavilions	2013	2013	\$62,076.52	100.0%	\$62,076.52			
2 Pavilions	2015	2015	\$63,680.94	100.0%	\$63,680.94			
2 Pavilions	2028	2028	\$71,126.58	75.0%	\$53,344.94			
Gymnasium	2014	2014	\$263,089.92	100.0%	\$263,089.92			
Gymnasium	2023	2023	\$284,021.05	40.0%	\$113,608.42			
Maintenance Bldg	2014	2014	\$52,617.98	100.0%	\$52,617.98			
Maintenance Bldg	2023	2023	\$56,804.21	100.0%	\$56,804.21			
Dawson County CIE				58	Update page 7 of 12			
Maintenance Bldg	2030	2030	\$60,289.09	80.0%	\$48,231.28			
			\$14,701,250.35		\$12,850,450.91	\$150,120.19	\$68,292.70	

DAWSON COUNTY, GA

2017-2021 SHORT TERM WORK PROGRAM

DCA Category	Activity	2017	2018	2019	2020	2021	Responsible Party	Cost Estimate	Funding Source
Community Facilities	Develop long-range water resources plan	✓	✓	✓	✓	✓	EWSA	TBD	General Fund
Community Facilities	Develop long-range sewer expansion plan	✓	✓	✓	✓	✓	EWSA	TBD	General Fund
Community Facilities	Wastewater treatment plant expansion for additional 300,000-500,000 GDP capacity	✓	✓	✓	✓	✓	EWSA	TBD	SPLOST, CDBG, GEFA, ARC, USDA, RD
Community Facilities	Library Collection Materials (980 units) - delayed from 2007						BOC	\$18,605	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,014 units) - delayed from 2008						BOC	\$19,131	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,051 units) – delayed from 2009		✓				BOC	\$19,697	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,090 units)			✓			BOC	\$20,275	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,247 units)						BOC	\$24,315	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,297 units)	✓					BOC	\$25,121	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,349 units)		✓				BOC	\$25,944	93% Impact Fees, General Fund

DCA Category	Activity	2017	2018	2019	2020	2021	Responsible Party	Cost Estimate	Funding Source
Community Facilities	Library Collection Materials (1,403 units)			✓			BOC	\$26,786	93% Impact Fees, General Fund
Community Facilities	Library Collection Materials (1,459 units)				✓		BOC	\$27,645	93% Impact Fees, General Fund
Community Facilities	Engine						Fire Dept., BOC	\$289,277	100% Impact Fees
Community Facilities	Tanker						Fire Dept., BOC	\$123,975	100% Impact Fees
Community Facilities	Aerial				✓		Fire Dept., BOC	\$850,517	100% Impact Fees
Community Facilities	Engine			✓			Fire Dept., BOC	\$289,334	100% Impact Fees
Community Facilities	Tanker						Fire Dept., BOC	\$124,000	100% Impact Fees
Community Facilities	Fire Station 9 (4,900 sf)		✓	✓			Fire Dept., BOC	\$351,388	100% Impact Fees
Community Facilities	2 Picnic Pavilions (War Hill)	✓					Parks & Rec Dept., BOC	\$62,077	100% Impact Fees
Community Facilities	2 Trails (Veterans Trail, Board Walk Trail Rock Creek)	✓	✓				Parks & Rec Dept., BOC	\$256,461	69% Impact Fees, TE Grant
Community Facilities	3 Playgrounds (War Hill, Rock Creek, River Park)	✓	✓				Parks & Rec Dept., BOC	\$206,922	100% Impact Fees
Community Facilities	Indoor Swimming Pool (Rock Creek)			✓			Parks & Rec, BOC	\$2,500,000	Impact Fees, Grant, General Fund
Community Facilities	Land Acquisition	✓					Parks & Rec, BOC	TBD	Impact Fees, Grant, General Fund
Economic Development	Work closely with Forsyth and Lumpkin counties to maintain Georgia 400 as a convenient connection to Interstate 285 and the Atlanta region in order to attract business and tourism.	✓	✓	✓	✓	✓	PCD, GMRC, GDOT, Chamber, DCDA	N/A	

DCA Category	Activity	2017	2018	2019	2020	2021	Responsible Party	Cost Estimate	Funding Source
Economic Development	Market County's increasing educational levels to potential employers	✓	✓	✓	✓	✓	DCDA, Chamber	N/A	
Economic Development	Coordinate with Lanier Technical College to develop skills pool to attract higher paying jobs	✓	✓	✓	✓	✓	DCDA, Chamber	N/A	
Economic Development	Develop Marketing Plan to encourage tourism	✓	✓	✓	✓	✓	Chamber	TBD	TBD
Housing	Develop zoning districts that provide incentives for providing senior living near other housing		✓	✓	✓		PCD	TBD	General Fund
Intergovernmental Coordination	Pursue with the Atlanta Airport Authority a long-term conservation master plan for the Dawson Forest Wildlife Management Area	✓	✓	✓	✓	✓	PCD, BOC, USFS	N/A	
Land Use	Adopt Georgia 53 Corridor Overlay		✓	✓			PCD, BOC	TBD	General Fund
Land Use	Create zoning districts that implement all future land use map categories		✓	✓			PCD	TBD	General Fund
Land Use	Adopt Campus Style Business Park zoning district		✓	✓			PCD	\$5,000	General Fund
Land Use	Develop educational program in order for the public to understand the tax consequences of not providing more commercial and industrial tax base		✓	✓	✓	✓	Finance, BOC	\$5,000	General Fund
Land Use	Create master plan for Mixed Use Cultural Amenities Character Area		✓	✓			PCD	TBD	General Fund
Land Use	Create master plan for Mixed Use Corridor Character Area at SR 9/Dawson Forest Road and SR 9/Rock Creek Park			✓			PCD	\$25,000	General Fund
Land Use	Require a gateway and master signage plan for planned communities	✓	✓	✓	✓	✓	PCD	TBD	General Fund
Land Use	Update GA 400 Overlay District		✓	✓			PCD	TBD	General Fund
Natural & Cultural Resources	Adopt Greenspace Master Plan		✓	✓			PCD, Parks and Recreation	\$80,000	General Fund
Natural & Cultural Resources	Update county development regulations to tighten requirements pertaining to impervious surface erosion control, drainage, etc.	✓	✓	✓	✓	✓	PCD, PWD	TBD	General Fund

DCA Category	Activity	2017	2018	2019	2020	2021	Responsible Party	Cost Estimate	Funding Source
Population	Develop more specifically a system by which to measure growth in population vs. infrastructure and available stock demands	✓	✓	✓	✓	✓	PCD	N/A	General Fund
Transportation	Attend the Quarterly State Transportation Board meetings and become familiar with area Board Rep	✓	✓	✓	✓	✓	PCD, PWD	N/A	General Fund
Transportation	Develop/Maintain a road improvement plan	✓	✓	✓	✓	✓	PWD	TBD	General Fund
Transportation	Interchange at SR 400 and SR 53 - New Interchange	✓	✓	✓			GDOT	\$10,000,000	State
Transportation	Add bike lanes, bicycle-friendly shoulders and multi-use paths/trails where appropriate for future construction	✓	✓	✓			PWD	TBD	T-Grant /General Fund
Transportation	Adopt a collector street plan		✓	✓			PWD	TBD	General Fund
Transportation	Coordinate with local traffic enforcement authorities for safety/accident data	✓	✓	✓	✓	✓	PWD, Sheriff	N/A	
Transportation	Develop Access Management Plans for prioritized or "selected" corridors	✓	✓				PCD, GDOT, PWD	TBD	General Fund
Transportation	Improve pedestrian access at the major intersections along GA 400 with signals, cross sections, etc. in the County	✓	✓	✓	✓	✓	GDOT, PCD, PWD	TBD	General Fund, GDOT
Transportation	Projects identified in SR 400 Access Management Study		✓	✓	✓		GDOT, PCD, PWD	TBD	General Fund, Impact Fees
Transportation	Pursue TE Grants	✓	✓	✓	✓	✓	PCD, GMRC, DCDA, PWD	N/A	
Transportation	Replace/repair deficient bridges as described in Dawson County Comprehensive Plan 2013-2033	✓	✓	✓	✓	✓	PWD	(See table 7.6 Transportation Element)	
Transportation	SR 52: two westbound passing lanes between Gilmer and Lumpkin Counties - Reconstruction, Passing Lanes	✓	✓	✓			GDOT, PWD	\$1,096,000	GDOT
Transportation	SR 9 passing lanes from Thompson Rd to Jenkins Rd. - Reconstruction, Passing Lanes		✓	✓			GDOT, PWD	\$1,068,000	GDOT
Transportation	Road resurfacing and rehabilitation	✓	✓	✓	✓	✓	PWD	TBD	General Fund, SPLOST
Transportation	SR 53 and Lumpkin Campground Rd intersection improvements	✓					PWD	TBD	GDOT
Transportation	Dawson Forest Rd and SR 9 intersection improvements	✓	✓	✓			PWD	TBD	GDOT, General Fund

DCA Category	Activity	2017	2018	2019	2020	2021	Responsible Party	Cost Estimate	Funding Source
Transportation	Culvert replacements and upgrades	✓	✓	✓	✓	✓	PWD	TBD	General Fund, GDOT, SPLOST, FE-MA

Adoption Resolution

Capital Improvements Element Annual Update

Dawson County, Georgia

WHEREAS, Dawson County adopted a Capital Improvements Element as an amendment to the *Dawson County Comprehensive Plan*; and

WHEREAS, Dawson County has prepared an Annual Update to the adopted Capital Improvements Element; and

WHEREAS, the Capital Improvements Element Annual Update was prepared in accordance with the “Development Impact Fee Compliance Requirements” and the “Minimum Planning Standards and Procedures for Local Comprehensive Planning” adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on October 5, 2017, at 6:00 P.M. in the Dawson County Government Center;

BE IT THEREFORE RESOLVED that the Board of Commissioners of Dawson County does hereby adopt the Capital Improvements Element Annual Update, as per the requirements of the Development Impact Fee Compliance Requirements.

Adopted this 16th day of November, 2017.

BY: _____
Chairman Billy Thurmond

ATTEST: _____
Danielle Yarbrough, County Clerk

Backup material for agenda item:

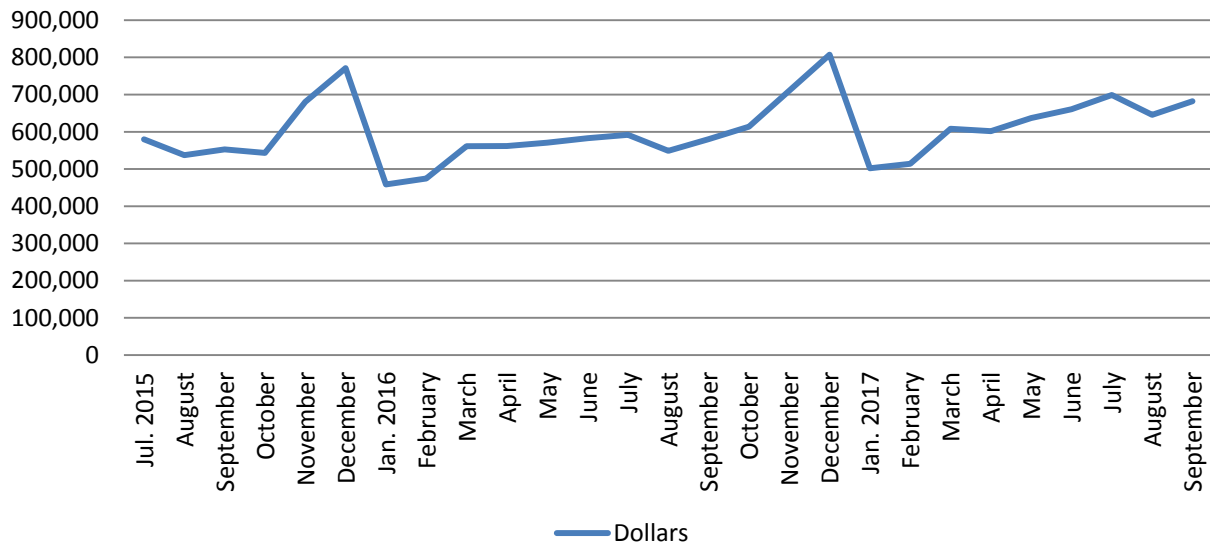
4. County Manager Report



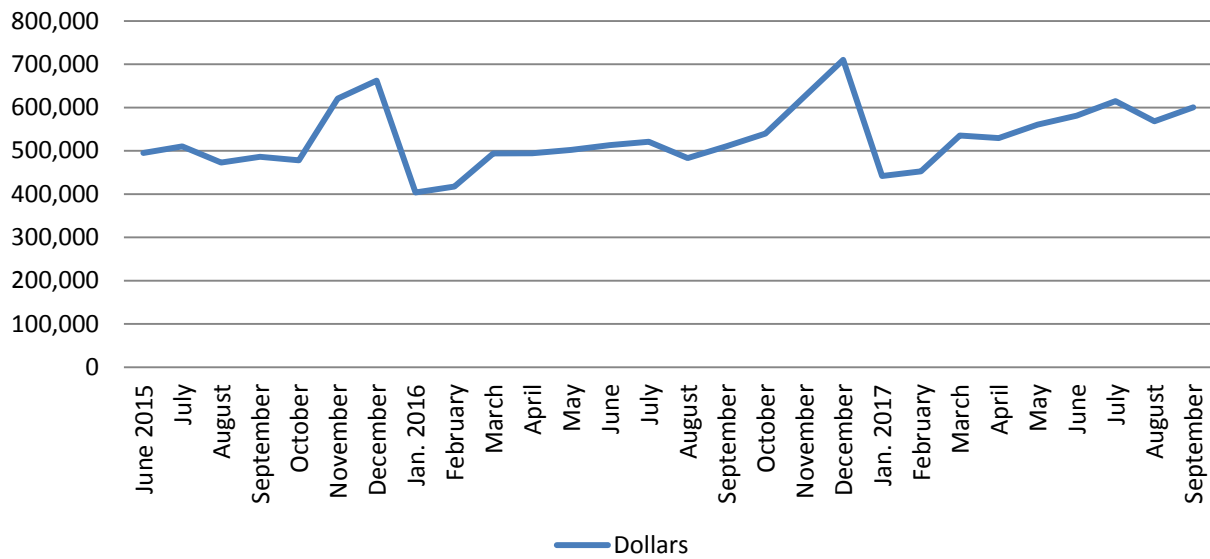
Key Indicator Report

October 2017

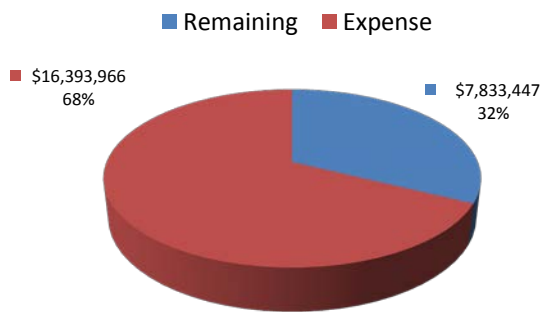
SPLOST VI COLLECTION CHART



LOST COLLECTION CHART

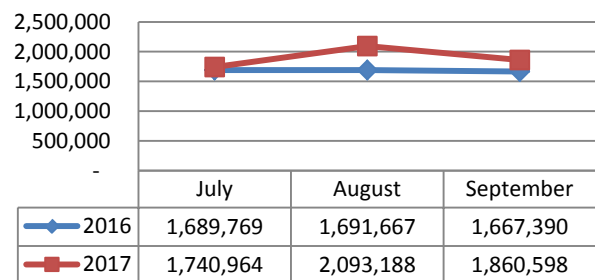


Budget

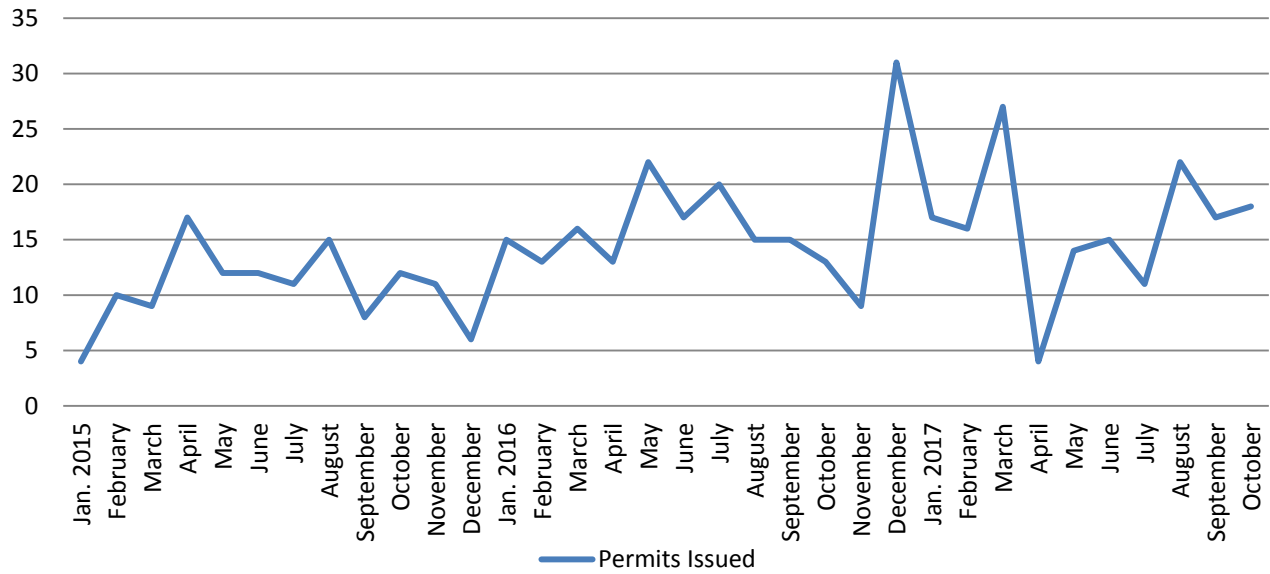


Through 9/30/17

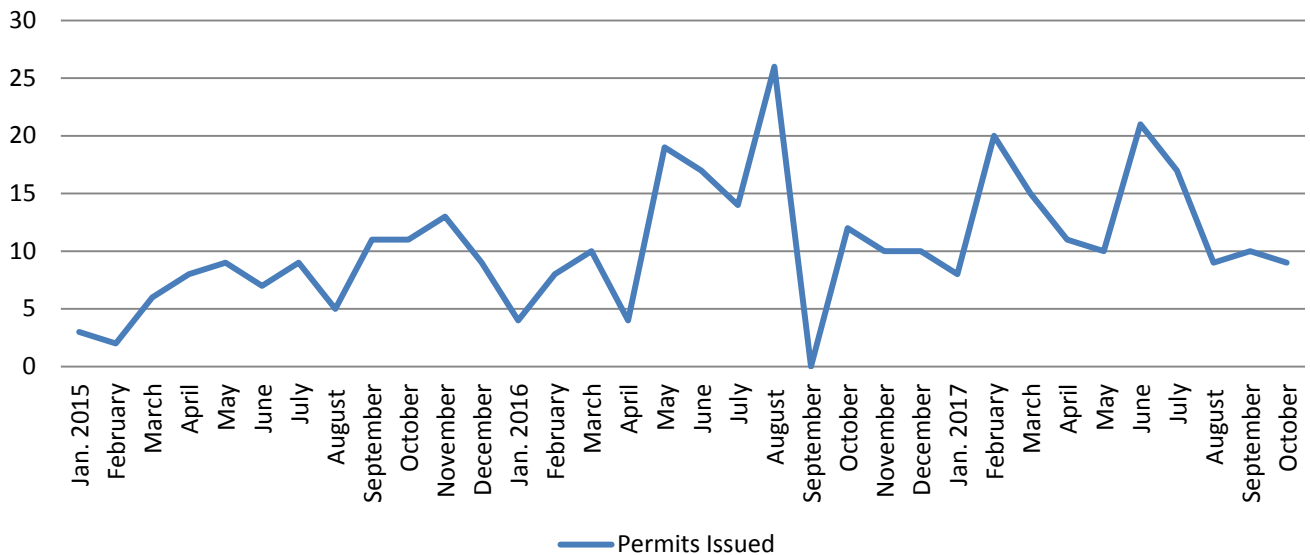
All Revenue Per Month



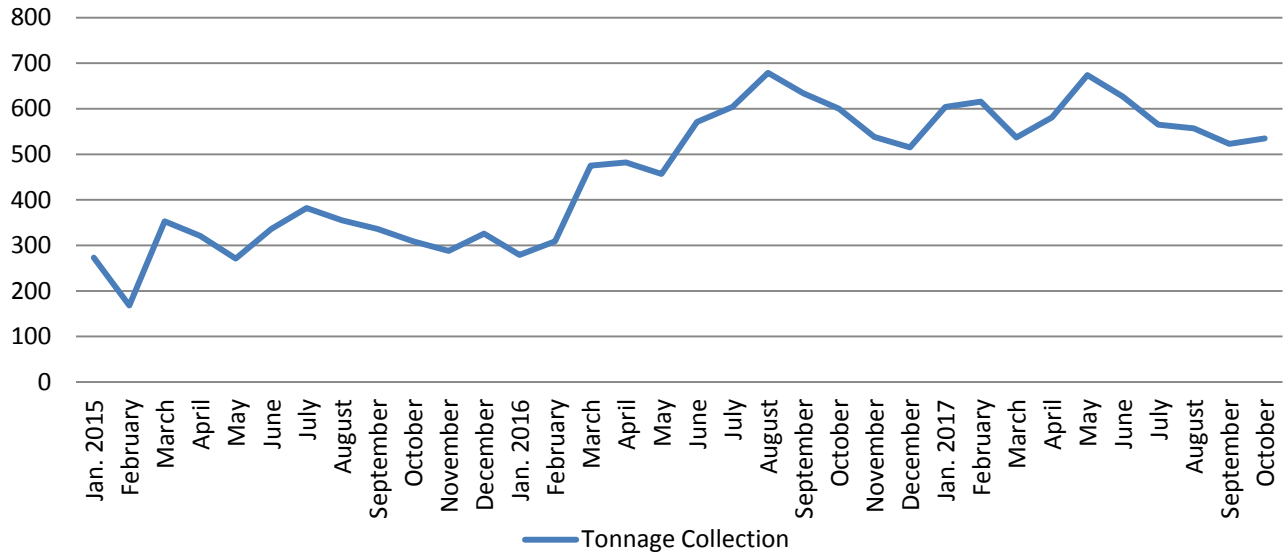
SINGLE FAMILY HOME BUILDING PERMITS ISSUED



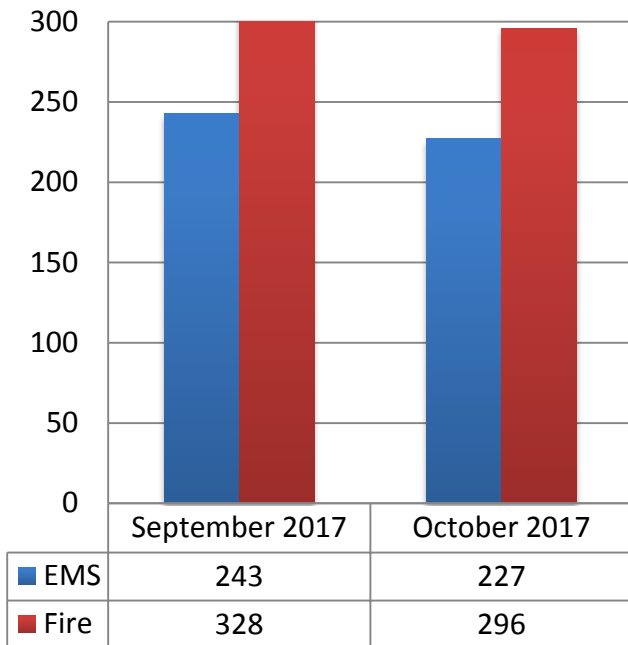
COMMERCIAL BUILDING PERMITS ISSUED



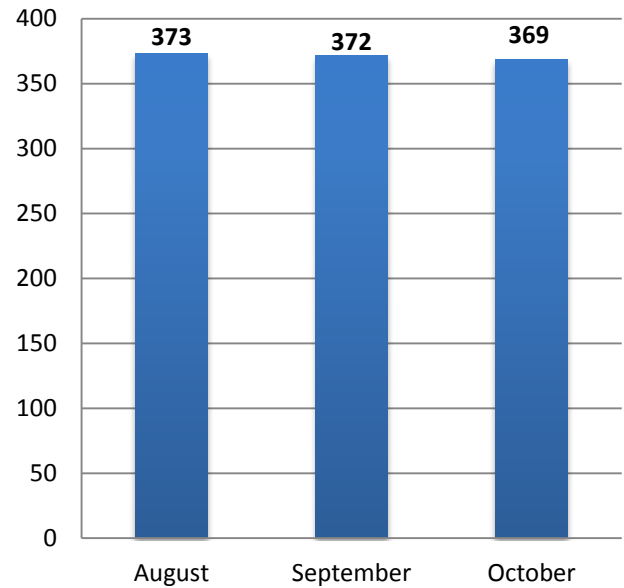
TRANSFER STATION TONNAGE COLLECTION



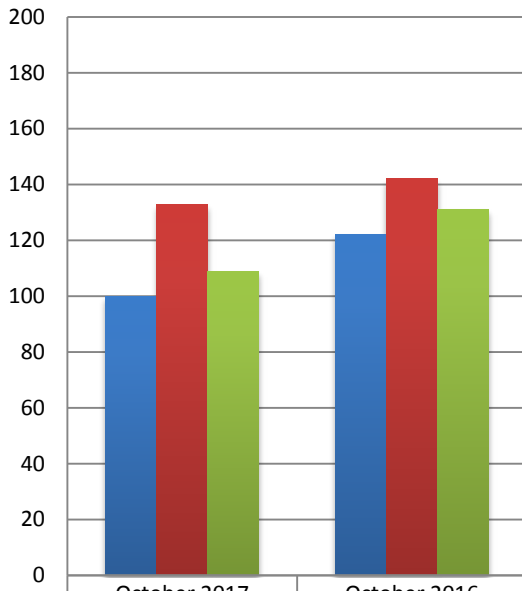
EMS/Fire Calls for Service



Number of County Employees

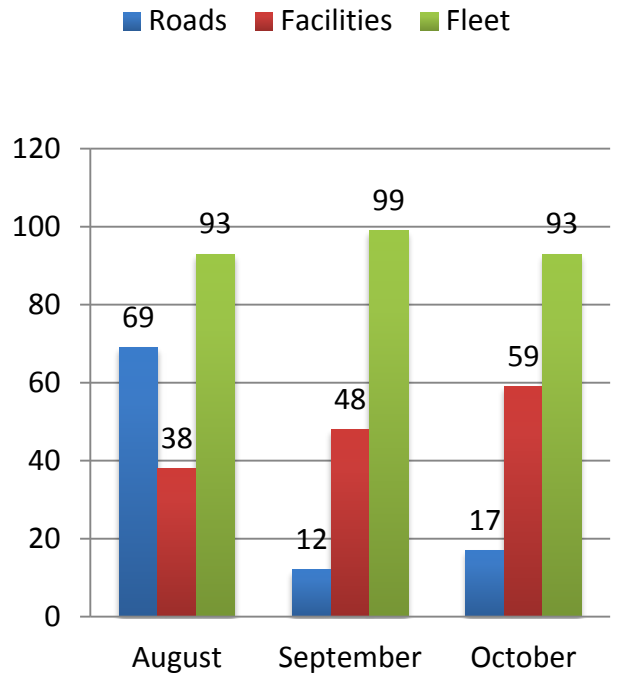


Inmate Population



	October 2017	October 2016
Lowest Daily Count	100	122
Highest Daily Count	133	142
Daily Average	109	131

Repair Requests





Dawson County Board of Commissioners

Elections/Registrar Monthly Report – October 2017

- **New Applications/Transfers In: 180**
- **Changes/Duplicates: 534**
- **Cancelled/Transferred Out: 81**
- **Total Processed: 795**

HIGHLIGHTS

Voter Registration Projects:

- City election list pulled, forwarded to city for any potential challenged voters.

Elections Projects:

- Municipal General Election – November 7, 2017
 - Advance Voting is October 16– November 3, 2017 from 8am-5pm Monday-Friday.
* 128 voters have voted as of November 3rd.
- Recently purchased TSX voting units have been acceptance tested by KSU, picked up by our Election Distribution team and inventory process is being implemented.
- The transfer process of older R6 units is in the beginning stage. Union County has requested 25 (we have 56). The process is to list existing serial numbers on a transfer sheet, forward to the Secretary of State for approval. SOS will then set up a time for KSU to come to our office and acceptance test the units before the receiving county picks them up.
- Exterior voting sign replacement.

Highlights of plans for upcoming month:

- Finalizing Advance Voting, November Election Day and certification.
- Older voting unit's acceptance tested and transferred to other counties.
- Newer units cleaned, batteries replaced & inventoried.
- Research and preparation for 2018 Municipal March Special Election.
- 2018 election calendar notes (preparation for March election will begin in November/December 2017)



Dawson County Board of Commissioners

Dawson County Emergency Services Monthly Report – October 2017

Fire Responses	August	September	October
2015	282	239	317
2016	256	229	287
2017	300	328	296

EMS Responses	August	September	October
2015	235	174	239
2016	215	185	220
2017	267	243	227

Plan Reviews: September: 14

EMS Revenue:

September 2016 - \$ 31,023.23
September 2017 - \$ 50,922.86

- 64% Increase

Plan Review and Inspection Revenue Total: \$ 1,800.00

- County: \$ **1,800.00**
- City: \$ 0

Business Inspections Total: 38

- County Follow up: 12
- City Follow up: 0
- County Final Inspection: 05
- City Final Inspection: 01
- County Annual Inspections: 20
- City Annual Inspections: 0

HIGHLIGHTS

Dawson County Emergency Services Projects:

- Training hours completed by staff: 1178.5, including a two day Pre-Hospital Trauma Life Support Class, on-line and company level training. Classes continue to prepare staff for Firefighter II testing and certification.
- Community Risk Reduction activities: CBI 26 teens
- Public Education and Public Relations Events: 9 – 2755 children and 39 adults
- CPR people Trained 192 – 14 adults
- Smoke detector installations: 02
- Search and Rescue: 01
- Fire investigation: 02
- Child Safety Seat Installation 03
- Total water usage: 20,000 gals
- EWSA: 15,100 gals
- City: 4,000 gals
- Pickens: 0
- Big Canoe: 0
- 11-Fires – Building – 6/ Grass or Wildland – 1 / Vehicle -3 / Outside rubbish trash – 1

Staff activity highlights:

- 1. Received Board approval for a Clinical Agreement with NG Technical College to allow EMT and Paramedic students the opportunity to do clinical rotations with DCES, and approval to submit for the 2017-2018 Emergency Management Performance Grant through GEMA, and approval to update the departments Fire Prevention Fee schedule following the required public hearings
- 2. Requested Board consideration to approve the 2017-2018 K9 Grant and to replace Engine 7 through SPLOST 6 funds on 26 October. Vote to follow on 2 November
- 3. Multiple staff recognized by the Dawson County Board of Education at the 16 October BOE meeting for the programs DCES does in conjunction with the schools –

these include Stop the Bleed, CBI, fire prevention, and CPR. Two staff members recognized by Northeast Georgia Medical Center for Excellence in Stroke Care

- 4. Participated in a full scale exercise with DCHS on 27 October
- 5. Participated in Trunk or Treat at Rock Creek Park and the Mountain Moonshine Festival
- 6. Conducted Fire Prevention month programs and multiple schools and pre-K, guest speaker for the DCJHS Public Safety Class and guest speaker for the 2017 EMS Leadership Class
- 7. Conducted a CERT kick off meeting to restart the department's CERT Team on 10 October. Training began on 17 October with
- 8. Partnered with Robinson Elementary School to have DCES staff work the parent drop off and school bus lines
- 9. Attended the Area 6 Emergency Management meeting in Cartersville
- 10. Hosted the third meeting for the 2017 Hazard Mitigation Plan Update at City Hall
- 11. Conducted "Stop the Bleed" training for Senior Staff, Public Works and Senior Center
- 12. Hosted the October meeting of the Northwest Georgia Fire Chief's Association on 24 October



Dawson County Board of Commissioners

Facilities Monthly Report – October 2017

- **Total Work Orders: Fifty nine (59)**
- **Community Service Workers: One (1)**

HIGHLIGHTS:

- * **Major clean up at Rock Creek**
- * **Pressure washed Agriculture Building, Health Department and Chappell Building**
- * **All windows cleaned at Government Center**



MONTHLY REPORT
For Period Covering the Month of October 2017

SN	TASKS/ WORK DONE	LOCATION/S of Service
1	Installed gutter guards	Agriculture Center
2	Pressure Washed Building	Agriculture Center
3	Pressure Washed Building	Chappell Building
4	Pressure Washed Building	Health Department
5	Painted Hand Rails	Health Department
6	Painted Handicap Walkway	Health Department
7	Had smoke alarm repaired	Butler Building @ jail
8	Had fire curtains repaired	Government Building
9	Painted Exterior of gym (108 man hours)	Rock Creek
10	Major clean up	Rock Creek
11	Pressure Washed Building	Rock Creek
12	Cut grass, cleaned up camp site (All 5 parks West Side)	Parks-West Side
13	Had all windows cleaned	Government Building
14	Pressure Washed Building	Fire Station #1
15	Interviewing for Building Maint job opening	Facilities
16	Major clean up in shop (60 man hours)	Veterans Memorial Park
17	Washed IT and Facilities trucks (10/27/17)	Facilities
18	Presented Plumbing/Electrical contracts & new phone system to Board for 2018	
19		
20		
21		
22		
23		
24		
25		
26	Total Work Orders for the month = (59)	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

Noted By: _____
JAMES TOLBERT, Facilities Director

Prepared By: MVBosten, 02/01/17



Dawson County Board of Commissioners

Finance Monthly Report – October 2017

FINANCE HIGHLIGHTS

- **LOST Collections:** \$600,343 – up 17.61% compared to 2016
- **SPLOST Collections:** \$682,219 – up 17.61% compared to 2016; 26.20% over projections for September 2017; Total SPLOST VI collections: \$16,281,296
 - \$579,886– County Portion (85%)
 - \$102,333 – City Portion (15%)
- **TAVT:** \$92,071
- **See attached Revenue and Expenditure Comparison for 2017**
- **Total County Debt:** \$2,916,350 (See attached Debt Summary)
- **Audit Status:** The 2016 audit is complete.
- **EMS Billing Collections:** \$41,077 for October; \$564,273 YTD
- **Budget Status:** The 2018 Budget was approved on September 21, 2017.
- **Monthly Donations/Budget Increases:** \$2,057
 - Passport Fees - \$875
 - Donations - \$1,182

PURCHASING HIGHLIGHTS

Formal Solicitations

- Road Striping Services
- EMS Uniforms

Informal Solicitations

- None

Quotes for less than \$25,000 this month

- Gasoline – Fleet
- Diesel – Fleet
- Adult & Youth Uniforms – Parks
- Signs/Posts – Roads
- HDPE Pipe - Roads

Purchases for less than \$25,000 that did not get required quotes this month

- Pouches/Magazine Holders/ID Tags (\$4,110) – Sheriff
- Active Shooter Kits (\$17,450) - Sheriff

Pending Projects

- Banking
- Emergency Medical Supplies
- Natural Gas

- Road Striping
- Insurance Broker Services

Work in Progress

- Hazard Mitigation Plan Update – Fire
- Property Revaluation & Equalization Project – Tax Assessor
- Pool House Demo/Rebuild - Parks
- 4 Road Rehab Project – Roads
- LED Message Board Sign at VMP
- Extinguisher Maintenance - Facilities

Future Bids

- Other 2017 Bids

Future Bids – SPLOST VI

- Spreader Body Dump Truck – Roads
- Pothole Patching Machine – Roads
- Equipment for Public Works
- Water Filtration System for DCGC & DCSO – Facilities
- Parking Lot Repairs at Veterans Park - Parks
- Other 2017 SPLOST Projects

Budget to Actual

	Actual at 9/30/2017	Percent of Budget Actually Collected/ Expended	2017 BOC (2) Approved Budget	Over(Under) Approved Budget	Percentage Over(Under) Approved Budget
Revenue	\$ 15,455,145	63.79%	\$ 24,227,413	\$ (8,772,268)	-36.21%
Expenditures	16,393,966	67.67%	24,227,413	(7,833,447)	-32.33%
	<u>\$ (938,821)</u>	<u>-3.88%</u>	<u>\$ -</u>	<u>\$ (938,821)</u>	<u>-3.88%</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 9/30/2017 because revenue collections are 30 days behind. The LOST revenues for the month of September 2017 were received in October 2017.

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

\$ 24,227,413	Original Budget
\$ 48,927	Donation Carryover Balances
\$ 2,947	January
\$ 2,550	February
\$ 8,462	March
\$ 493,130	April
\$ 596,098	May
\$ 18,312	June
\$ 40,195	July
\$ 8,040	August
\$ 2,057	September
<u>\$ 25,448,131</u>	Revised Budget



Dawson County Board of Commissioners

Fleet Maintenance and Fuel Center Monthly Report –October 2017

FLEET

- **Preventative Maintenance Performed: 31**
- **Tires Mounted: 21**
- **Repair Orders Completed: 93**
- **Labor Hours: 220.25**
- **Labor Cost Savings: \$8,144.84**
(Comparison of the Fleet Maintenance rate of \$43.02 per labor hour to outsourced vendors rate of \$80.00 per labor hour)
- **Parts Cost Savings: \$2,579.55**
(Comparison of Dawson County's parts discounts to outsourced markup; average 20%)
- **Total Cost Savings for October: \$10,724.39**

FUEL CENTER

- **Average fuel center price per gallon:**
Gasoline: \$1.95
Diesel: \$2.05
- **Fuel Center Usage - Dawson County and Board of Education**
Gasoline: 11,997.8 gallons; 880 transactions
Diesel: 8,406.0 gallons; 233 transactions
- **Fuel Center Usage - Etowah Water and City of Dawsonville**
Gasoline: 1,748.2 gallons; 86 transactions
Diesel: 438.90 gallons; 17 transactions
- **Revenue from Etowah Water and City of Dawsonville: \$109.36**

HIGHLIGHTS

- Fleet has inventoried current surplus and is readying for a sale.
-
-



Dawson County Board of Commissioners

Human Resources Department Monthly Report – October 2017

POSITION CONTROL

- Positions approved by BOC: 443
- # of filled F/R Positions: 262
- # of filled F/T Positions: 0
- # of filled Grant Funded Positions: 6
- # of filled P/R Positions: 39
- # of filled P/T Seasonal Positions: 12
- # of Supplemental Positions: 50
- # of Vacant Positions: 45
- #of Frozen Positions: 29
- % of Budgeted/Actual Positions: 83%

ADDITIONAL INFORMATION

- FMLA/LOA tracking: 5
- WC and/or P & L Claims filed: 7
- Unemployment Claims received: 0
- Performance Evaluations received: 7

HIGHLIGHTS

Positions Advertised/ Posted: 4

- D.A.'s Office- Receptionist
- Emergency Services- Administrative Assistant
- Magistrate Court- Part-Time Magistrate Clerk
- Public Works- Operator II

Applications Received: 82

New Hires added into system: 7

- Kelsie Mattox- D.A.'s Office
- Anthony Davis- Sheriff's Office
- Trevor Gordon- Sheriff's Office
- Caleb Lummus- Sheriff's Office
- Kenneth Moss- Sheriff's Office
- David Morris- Sheriff's Office
- Kara Perry- Treatment Court

Terminations Processed: 6

- Betty Martin- Emergency Services
- David Fulton- Public Works
- David Wright- Public Works
- Charles Hamrick- Sheriff's Office
- Patrick Shumate- Sheriff's Office
- Ronnie Forrester- Superior Court

Additional Highlights for October

- Completed Bi-Annual EEO-4 Report
- Completed Additional ACCG Law Enforcement
- Completed 2018 Payroll & Holiday Calendar



Dawson County Board of Commissioners

Information Technology – October 2017

- **Calls for Service: 127**
- **Service Calls Completed: 127**

Highlights

- **Had 911 consoles rewired to main battery back-up**
- **Still in the process of setting up off site data back-up**
- **Installed wireless devices at Rock Creek Park**



Dawson County Board of Commissioners

Marshal Monthly Report – October 2017

- Alcohol License Establishment Inspections: 0
- Alcohol Pouring Permits Issued: 62
- Animal Control Calls Handled: 92
- Animal Bites to Human investigated: 3
 - 0 Quarantined –
- Animals Taken to DC Humane Society: 41
- Dangerous Dog Classification: 0
- Citations Issued: 1 (illegal moto-cross event)
- Complaint Calls/In Field Visits: 47
- After hour calls: 0
- Erosion Site Visits: 0
- E-911 Addresses Issued: 0
- Non-conforming Signs Removed: 0

HIGHLIGHTS

We should have our new code enforcement/animal control officer starting in mid November.



Dawson County Board of Commissioners

Planning and Development Monthly Report – October 2017

- **Total Building permits Issued**
 - October 2017: 40 up 14.2%
 - YTD 2017: 431
 - Single Family New Homes: 18 up from 17 in September 5.8% increase
 - Commercial Buildings: 9 down from 10 in September 10% decrease
- **Business Licenses Issued:**
 - October 2017: 135
 - YTD 2017: 1668
- **Total Building Inspections Completed:**
 - October 2017: 375 up 29%
 - YTD 2017: 3534
- **Variances/Zonings Processed:**
 - October 2017: 4
 - YTD 2017: 20
- **Plats Reviewed:**
 - October 2017: 11 down 15%
 - YTD 2017: 109
- **Total Stormwater/Erosion Inspections: 15**
- **Total Stormwater Warnings/Stop Work Orders Issued: 1**
- **Total Civil Plan Review Meetings: 2**
- **Total Building Plan Review Meetings: 3**

HIGHLIGHTS

Planning & Building Projects:

Starting to see a real uptick in zoning applications, meetings with developers to discuss large projects etc. The prediction is 2018 is going to be extremely busy.



Dawson County Board of Commissioners

Parks and Recreation Monthly Report –October 2017

- **Youth Sports Participants**
 - October 2017: 1380 down 6% compared to same month last year.
 - YTD 2017: 12,279 up 2% compared to last year
- **Facility Rentals/Bookings/Scheduled Uses:**
 - October 2017: 1350 up 12% compared to same month last year
 - YTD 2017: 18,184 up 38% compared to last year
- **Adult and Youth Wellness and Specialty Program Participation:**
 - October 2017: 3083 down 27% compared to same month last year.
 - YTD 2017: 15,280 down 33% compared to last year. Lower due to War Hill guests now being tracked under facility usage numbers.
- **Total Customers Served:**
 - October 2017: 5813 down 13% compared to same month last year
 - YTD 2017: 45,715 up 6% compared to last year

HIGHLIGHTS

Park Special Events:

- “Trunk or Treat” was held October 31st at Rock Creek Park. An estimated 1000 kids and total of 3000 people attended the event.
- Lisa and Joey attended the GRPA Rural Director’s Roundtable in Jasper on October 25th

Park Projects:

- Major fall cleaning and purging completed at VMP, RCP and WHP. A total of 5 thirty yard dumpsters were filled and removed from the parks during the clean up.
- Touch up painting to the front of the Rec Center at Rock Creek. Next step is to have the metal under the awning painted in November.
- All grassy areas at RCP and VMP were treated with Post and Pre-Emerge and Specticle. This is the last round of treatment for 2017.
- Men’s room toilet was replaced at WHP. Someone had vandalized it causing it to require replacement.
- Working to secure a vendor to replace the flooring in the lobby, office and concessions at the VMP gym.
- Working to secure a vendor to repaint the interior of the VMP Gym.
- Pre-bid meeting for the new Pool House was held on October 24th. 7 potential bidders attended the meeting.

- Winter-Spring Activity Guide final draft complete. We are scheduled to take delivery in late November.
- WHP revenue total for the month was \$1644

Athletic and Program Summary:

- Football games continued throughout the month of October. 6 DCPR teams qualified for playoffs. All of those teams were eliminated in the first round with the exception of our 10U Tigers who have advanced to the Super Bowl and will play November 4th.
- Fall baseball, softball and tball ended during the month of October.
- Registration for winter basketball and wrestling ended October 9th. All teams were drafted and began practice for the 2016-2017 season
- Additional specialty programs for the month included basketball lessons, dance classes, adult boot camp, Tai Chi, Yoga and tennis lessons.

On the Horizon:

- Next Park Board meeting November 13th at 5:30
- Basketball games and wrestling matches begin at the end of November
- Breakfast with Santa is December 3rd at RCP.

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	TOTALS
Rock Creek Park													
Tv Room	9	11	8	5	8	17	6	6	3	5			
Classroom	8	8	6	4	6	14	2	6	5	8			
Community Room	33	38	42	36	38	49	36	39	38	45			
Gyms	198	165	140	128	135	210	220	230	215	230			
Small Pav.	1	5	5	9	26	42	43	39	26	11			
Large Pav.	0	5	5	12	14	15	10	8	6	3			
Fields 7-16	20	25	160	165	150	160	140	160	185	160			
Soccer Fields	25	35	265	260	260	125	25	80	230	250			
Tennis Courts	10	15	15	15	15	25	25	25	25	25			
Weight Room	224	235	255	268	241	246	195	186	171	164			
2 story/upstairs	10	10	10	10	10	10	10	10	10	10			
Totals	538	552	911	912	903	913	712	789	914	911	0	0	8055
Veteran's Memorial Park													
Gym	115	95	55	58	55	52	80	65	60	90			
Small Pav.	0	0	2	2	8	11	5	3	2	3			
Large Pav.	0	0	2	5	12	8	5	3	4	5			
Pool Rentals-Uses	0	0	0	0	22	120	98	32	4	0			
Pool Swimmers Season Passes					386	2407	2379	452	135	0			
War Hill Park visitors- Day Use					178	298	341	381	129	152			
War Hill Park Camping Reservations					179	198	195	137	118	102			
Fields 1-6	0	25	85	78	60	55	70	75	75	50			
Football Field	0	5	0	1	5	15	5	5	25	10			
Other	15	15	15	15	15	15	15	15	15	15			
Totals	130	140	159	159	920	3179	3193	1168	567	427	0	0	10042
Fire Station 2	8	9	10	10	7	5	6	10	10	12			87
Total	676	701	1080	1081	1830	4097	3911	1967	1491	1350	0	0	18184
T-Ball Participants	57	116	116	116	116	15	35	94	94	94			
BB Participants	102	250	250	250	250	74	51	181	181	181			
Adult League	0	0	120	306	315	315	315	0	0	0			
Basketball	278	60	0	0	0	0	0	0	60	283			
Football	0	0	0	0	159	163	166	166	166	166			
Cheer	0	0	0	0	60	60	62	62	62	62			
Wrestling	25	0	0	0	0	0	0	0	4	20			
Track	6	21	21	21	22	0	0	0	0	0			
Travel	90	90	90	90	90	90	160	160	160	160			
Instructional League	47	73	73	73	0	0	0	0	20	64			
Softball	38	111	111	111	111	56	14	80	80	80			

Soccer	288	264	264	264	264	264	160	270	270	270			
Swim Team	0	10	10	49	55	55	55	0	0	0			
Tournament Participation	0	370	0	0	252	105	0	0	0	0			
Volleyball	36	71	71	71	0	0	0	0	0	0			
Totals	967	1436	1126	1351	1694	1197	1018	1013	1097	1380	0	0	12279

Monthly Report Totals - 2017

Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
All Sports Day Camps (1 & 2)	-	-	-	-	-	90	-	-	-	-			90
Basketball Lessons	6	6	6	16	16	1	1	-	-	-			52
Basketball Pre-Try Out Prep Camp	-	-	-	-	-	-	-	-	-	-			0
Battle of the Best Relay for Life Fundraiser	-	1,500	-	-	-	-	-	-	-	-			1,500
Boot Camp (all classes)	24	33	35	35	31	21	19	140	161	150			649
Breakfast with Santa	-	-	-	-	-	-	-	-	-	-			0
Camp of Ballers	-	-	-	-	-	-	-	-	-	-			0
Cheerleading Camp	-	-	-	-	-	-	15	-	-	-			15
Circuits & Supersets	-	-	-	-	-	-	-	-	-	-			0
Community Egg Hunt	-	-	-	1,500	-	-	-	-	-	-			1,500
Dance	7	7	9	13	13	-	-	35	36	25			145
Dance Camp	-	-	-	-	-	-	-	-	-	-			0
Dance Recital	-	-	-	-	100	-	-	-	-	-			100
FIT (Functional Interval Training)	-	-	-	13	10	-	-	-	-	-			23
Fit Camp/Fit Trail	-	-	-	-	-	5	2	2	6	-			15
Fitness Sampler	-	-	-	-	-	-	-	-	-	-			0
Guard Prep Camp	-	-	-	-	-	-	-	-	-	-			0
Healthy Eating Club	-	-	8	8	-	-	-	-	-	-			16
Hula Hoop Fitness Class	-	-	-	-	-	-	-	-	-	-			0
Kangoo (all classes)	-	-	-	-	-	-	-	-	-	-			0
Kids Fit	-	-	-	-	-	-	-	-	-	-			0
Lady Tigers Fundamental Basketball Camp (girls)	-	-	-	-	-	20	-	-	-	-			20
Movies in the Park	-	-	-	-	-	500	-	200	-	-			700
Pool Swimmers	-	-	-	-	-	-	-	-	-	-			0
Pups in the Park	-	-	-	-	-	-	-	-	250	-			250
Relay for Life	-	-	-	3,000	-	-	-	-	-	-	-	-	3,000
Rotary Day	-	-	-	-	500	-	-	-	-	-			500
Sandy's Basketball Camps	-	-	-	-	-	16	16	-	-	-			32
SilverSplash	-	-	-	-	-	-	18	113	-	-			131
Speed & Agility Camp	-	-	-	-	-	-	-	-	-	-			0
Spring Sports Opening Day	-	-	3,000	-	-	-	-	-	-	-			3,000
Swim Lessons	-	-	-	-	-	85	-	-	-	-			85
Tai Chi	8	5	5	5	4	4	4	28	12	36			111
Tennis Lessons	-	36	36	36	20	24	-	-	-	44			196
Tigers Fundamental Basketball Camp (boys)	-	-	-	-	-	24	-	-	-	-			24
Trunk or Treat	-	-	-	-	-	-	-	-	-	2,800			2,800
UFA Soccer Camp	-	-	-	-	-	19	-	-	-	-			19
Volleyball Camp/Clinic	-	30	-	-	-	-	15	-	-	-			45
Volleyball Lessons	-	-	-	-	3	5	6	-	-	-			14
Water Aerobics	-	-	-	-	-	-	17	44	-	-			61
Yoga	12	12	20	12	12	12	12	37	30	28			187
Zumba	-	-	-	-	-	-	-	-	-	-			0

57 1,629 3,119 4,888 709 826 125 599 495 3,083 0 0 15,280

**Beginning with the August 2017 totals, the participation totals are based on daily usage, rather than total number of participants on the class roster.

Trunk or Treat
10/31/17

Dawson County Parks & Recreation held its 6th annual Trunk or Treat on Monday, October 31, 2017 at Rock Creek 4:00-7:00pm. We estimated just under 3,000 people came out to Rock Creek to enjoy the event, with approximately 900-1,000 of those being children!

Over 40 sponsors provided the children with lots of candy, bounce house, hayrides, painted faces, and exhaustion from all of the excitement! Sponsors gave out, candy, toys, trick or treat bags, promotional items, and other goodies! Several sponsors offered carnival games, bounce house, hay rides, and the Chick-Fil-A cow!

The Parks & Rec. Relay for Life team sold concessions as a fundraiser and raised over \$600 for the American Cancer Society!!

The weather was perfect – sunny, not too hot, not too cold! We're proud to have another successful event under our belts and happy that we were able to provide such a fun, inexpensive event to the families of our community.

Without the involvement from individuals, organizations, and businesses in this wonderful community, we would not have been able to hold such a successful event for the citizens of Dawson County. Thank you to our sponsors: AAA Boat Repair, Bradley's Pumpkin Patch, CareSource, Char's Family Daycare Inc, Chick-fil-A of Dawsonville, The Counseling Group LLC, Creative Movement and Dance, Dawson County Emergency Services, Dawson County Family Connection, Dawson County High School FCCLA, Dawson County Sheriff's Office, Dawson County Tax Commissioners Office, Dawson County WEE Books, Dawson Eye Group, Dawson Pharmacy, Dawsonville Haircutters - Avon Lady, Dawsonville Pool Room, Farmers Insurance - The DeSalvo Agency, Girl Scout Troop 10616, Harmony Baptist Church, Jumping Jacks Inflatables & Party Rentals, Junk King, KARE for Kids, Keep Dawson County Beautiful, Liberty Tax Service, LifeSouth Community Blood Centers, LuLaRoe with the Tacy Family, Medical Plaza 400 Northeast Ga Health System, Modern Woodmen of America, Moohan Martial Arts, New Life Church, Pruvit, The Purple Corn Boutique, Rotary Club of Dawson County, Springfree Trampoline, Tolson for City Council Campaign, Tower Auto Repair, UNG Softball Club, United Karate Studio of Dawsonville, White Oak Learning Academy, Williams Community Partners - The Welch Team.



Dawson County Board of Commissioners

Public Works Monthly Report –October 2017

ROADS:

- Work Orders: 17
- Mowing: 7.73 road miles
- Gravel: 701.51 tons
- All SPLOST VI road rehabilitation projects are substantially complete.
- Public Works crews have been building right hand turn lanes at the Lumpkin Campground/Grizzle Intersection-work is 85% complete.

ENGINEERING/GIS:

- Assisted Other Departments with GIS needs
- Assisted public with maps and GIS requests
- Continued working Culvert analysis

TRANSFER STATION:

- Solid Waste: 534.77 Tons
- Recycling: 29.46 Tons
- Recycling scrap metal: 16.67 Tons



Dawson County Board of Commissioners

Dawson County Senior Services Monthly Report – October 2017

SENIOR CENTER

- **Home Delivered Meals Served**
 - October 2017: 1,356 down 21% compared to same month last year
 - YTD 2017: 13,390 down 13% compared to last year
- **Congregate Meals Served**
 - October 2017: 560 down 13% compared to same month last year
 - YTD 2017: 5,532 up 10% compared to last year
- **Physical Activity Participation**(Tai Chi, Silver Sneakers, individual fitness)
 - October 2017: 498 up 31% compared to same month last year
 - YTD 2017: 5,016 up 25% compared to last year
- **Lifestyle Management Participation**(art, bridge, bingo, awareness, prevention)
 - October 2017: 305 up 7% compared to same month last year
 - YTD 2017: 2,446 up 11% compared to last year

TRANSIT

- **DOT Trips Provided**
 - October 2017: 363 up 22% compared to same month last year
 - YTD 2017: 2,447 down 11% compared to last year
- **Senior Trips Provided**
 - October 2017: 752 up 12% compared to same month last year
 - YTD 2017: 6,597 up 8% compared to last year
- **# of Miles**
 - October 2017: 8,605 up 7% compared to same month last year
 - YTD 2017: 74,309 down 6% compared to last year
- **Gallons of Fuel**
 - October 2017: 1,020 up 1% compared to same month last year
 - YTD 2017: 9,391 up 6% compared to last year

HIGHLIGHTS

October Meetings & Events:

- Dawn Pruett and Lee Adkins attend a 3 day FTA/GDOT Drug and Alcohol Training in Macon, GA on October 3-5, 2017.
- Dedri Bruce participated in the Dawson County Poverty Simulation that was held at Veteran's Park on October 11, 2017. Dedri portrayed a Doctor during the event.
- The Firewood Program started during the month of October. Even though we have had very mild weather, we have delivered firewood to several households by way of the Sheriff's Department personnel.
- Dawson County Senior Clients visited the Georgia Mountain Fall Festival on October 17. They enjoyed arts, crafts, food, old time village, and a concert by Ricky Skaggs.
- Dawn Pruett attended an Executive Committee Meeting for Family Connection on October 18, 2017.
- Dawn Pruett attended the Dawson County Mitigation Meeting at City Hall on October 19, 2017
- Dawn Pruett and Michelle Crane attended the quarterly Director's Meeting and Food Service Meeting at Legacy Link on October 24, 2017.
- Dawson County Senior Clients visited Burt's Pumpkin Farm on October 25, 2017 and enjoyed a hay ride, pumpkins, and snacks.
- The center held a fire drill on October 27, 2017 with 31 participants.
- Dawson County Senior Clients enjoyed a Halloween Party on October 31, 2017 at the center.
- Dawson County received notification that they would be a CDBG meeting in Macon the first of December. This meeting will be held to discuss the grant that the county will be applying for to assist with the building of the new center. Dawn Pruett and Rachel Seal will attend.
- Silver Sneakers classes continue on Tuesday and Thursday. Tai Chi is offered Monday and Wednesday. Floor and Chair Yoga are held on Fridays. Sit and Stretch is held each Wednesday. Bible Study is on the First Tuesday and every Thursday as well as Art/Jewelry Classes on Thursday and Friday

Special Dates Coming Soon:

- November 1: Heating Assistance with 9th District
- November 6, 14, 27: BINGO
- November 7: Nutrition Education with Michelle
- November 9: Apples House Visits
- November 13: Georgia Cares Open Enrollment
- November 13: Singing at North GA Assisted Living
- November 20: Dahlenega Gymnastics
- November 21: Health Education with Dedri
- November 1, 15, 29: Wal-Mart
- November 17: Humane Society
- November 22: Dollar General
- November 28: Today's Seniors with Dawn & Krista