

**BOARD OF COUNTY COMMISSIONERS
JASPER COUNTY, GEORGIA
REGULAR MEETING AGENDA**

August 5, 2019

6:00 p.m.

**Commissioner's Meeting Room – Ground Floor Ste. 16
MONTICELLO, GEORGIA**

I. Call to Order (6:00 p.m.)				
NAME	PRESENT	ABSENT	LATE	ARRIVED
DISTRICT 1 – CARL PENNAMON, CHAIR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 2 – BRUCE HENRY, VICE-CHAIR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 3 – DON JERNIGAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 4 – GERALD STUNKEL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 5 - DOUG LUKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

II. Pledge of Allegiance –

III. Invocation – District 5

IV. Approval of Agenda

V. Consent Agenda –

Approval of Minutes:

- Work Session Minutes, May 23, 2019
- Called Meeting Minutes, May 30, 2019
- Public Hearing Minutes, June 20, 2019, 10:00 a.m.
- Called Meeting and Public Hearing Minutes, June 20, 2019
- Called Meeting Minutes, June 27, 2019
- Regular Meeting Minutes July 1, 2019
- Called Meeting Minutes, July 11, 2019

2. Check Register – Check #'s 55646 - 55937

VI. Public Hearing

Public Hearings are conducted to allow public comments on specific advertised issues such as rezoning, ordinances, policy development and other legislative actions to be considered by the County Commissioners. Following the public hearing, the Board of Commissioners will take action on each item presented below.

Nuisance Party/Nuisance Party Location Ordinance - First Reading

VII. County Commissioner Items

VIII. Presentations/Delegations –

Presentation/Delegations allows scheduled speakers to address the Commission for not more than ten (10) minutes on specific topics or for recognition of citizens, county employees or other events by the Commissioners.

IX. Regular Agenda

Old Business:

None

New Business:

1. Alcohol License application – Retail sales for Beer Hwy 16 Food Mart (formerly Sac-O-Suds)
Applicant- Ahmed Merchant, Corporation Name: Sean Hwy 16 Properties LLC
2. 911 Authority Phone System Update
3. Approval to Advertise for Board Appointments: Central Georgia Region 5 Emergency Medical Services Council and Oconee Community Service Board
4. Senior Center Budget Amendments for FY 2019
5. Intergovernmental Agreement – Board of Registrars of Jasper County and the City of Monticello
6. Recreation Department Soft Drinks Marketing Proposals
7. 2020 LMIG Application

X. County Attorney Items

XI. County Manager Update

XII. Citizen Comments

The Citizens Comments section of the Agenda allows citizens who sign up to address the Commission for not more than three (3) minutes on specific topics. The County Attorney will keep time. Please be courteous of the 3 minute time limit.

XIII. Executive Session

Consultation with County attorney to discuss pending or potential litigation as provided by O.C.G.A. §50-14-2(1); Discussion of the future acquisition of real estate as provided by O.C.G.A. §50-14-3(4); and, discussion on employment, compensation, or periodic evaluation of county employees as provided in O.C.G.A. § 50-14-3(6)

TO BE HELD

XIV. Adjournment

Consent Agenda – Item 1

Agenda Request – Jasper County BOC

Department: Board of Commissioners

Date: August 5, 2019

Subject: Approval of Minutes

Summary:

Minutes have been completed for the Jasper County Board of Commissioners:

- Work Session Minutes, May 23, 2019
- Called Meeting Minutes, May 30, 2019
- Public Hearing Minutes, June 20, 2019, 10:00 a.m.
- Called Meeting and Public Hearing Minutes, June 20, 2019
- Called Meeting Minutes, June 27, 2019
- Regular Meeting Minutes July 1, 2019
- Called Meeting Minutes, July 11, 2019

Background:

Cost: \$0

Recommended Motion:

Approve minutes for:

- Work Session Minutes, May 23, 2019
- Called Meeting Minutes, May 30, 2019
- Public Hearing Minutes, June 20, 2019, 10:00 a.m.
- Called Meeting and Public Hearing Minutes, June 20, 2019
- Called Meeting Minutes, June 27, 2019
- Regular Meeting Minutes July 1, 2019
- Called Meeting Minutes, July 11, 2019

Jasper County Board of Commissioners

May 23, 2019

Work Session Minutes

6:00 P.M.

Comm. Pennamon called the work session to order at 6:00 p.m.

Pledge of Allegiance:

Invocation: Commissioner Doug Luke

Commissioners Present: Chairman, Carl Pennamon, Bruce Henry, Don Jernigan, and Vice-Chairman, Gerald Stunkel, Doug Luke

Work Session:

Mike Benton noted that the revenue did not change. The 350,376. The 439,601 is not in the tentative budget which is additional request. Of this 247,916 represents 11 departments that requested increases.

Jernigan- We have to be consistent with the pay raises.

Comm. Pennamon noted we should decide as a board what percentage we are going to put across the board.

Comm. Pennamon suggested we go with the \$10,774,670 for now allow staff to incorporate pay increases proportionately. At that point we can see what else can be added into the budget using roughly a half million dollars of the fund balance.

Comm. Luke questioned if we can use SPLOST to fund some tractors.

Mr. Benton noted it takes about 8 weeks to get around the county to cut all of the grass.

Comm. Pennamon ask staff to incorporate the two public works positions and rework the budget.

Comm. Pennamon noted that he spoke with Beth Ethison and she said that as long as we have a Capital Plan in our CIE we can use Impact Fees and distribute as we see fit.

Comm. Pennamon declared the Work Session closed at 6:42 pm

Carl Pennamon, Chairman

Sharon S. Robinson, Clerk

Jasper County Board of Commissioners

May 30, 2019

Work Session Minutes

5:00 P.M.

Comm. Pennamon called the work session to order at 5:00 p.m.

Pledge of Allegiance:

Invocation: Commissioner Stunkel

Commissioners Present: Chairman, Carl Pennamon, Vice-Chairman, Bruce Henry, Don Jernigan, and Gerald Stunkel.

Work Session:

Mr. Benton suggested that we start with the consolidated budget.

Chairman Pennamon noted Staff reviewed the projected revenue which increased to \$10,691,453 with a tentative budget of \$10,774,670.

Commissioner Henry questioned whether the rebates that had been discussed earlier with Kelly Fox factored into the projected revenue.

Mr. Benton confirmed that they were.

Mr. Benton noted the board asked for the additional request that was not included in the tentative budget, the tentative budget of \$10,774,670 and the original request was \$12,005,618 that is including capital expenditures.

Chairman Pennamon noted it was the consensus of the board that we would use 75% of the projected Fund Balance for 2019 (\$441,000).

Commissioner Jernigan noted a 3% COLA across the board would be an increase of \$143,000. The request from EMS-Fire Rescue positions (\$3), looking at increasing the CDL drivers (\$3) in order to attract potential employees since we are down so many. That increase would put us at an increase of \$399,000. The health department increase is not addressed.

Mr. Benton noted that the Health Board approved their budget for 2020. They moved forward as if we are staying flat.

Ms. Robinson noted the starting rate for CDL drivers is \$13.50 then goes to 13.91 after the probationary period.

Chairman Pennamon noted we should put x amount of dollars for pay increases for the next year and then get someone in to do a salary (pay) study. We cannot give it all at one time. Not give the full raises right away.

Chairman Pennamon suggested all eight CDL positions will get the increase in the \$2/hr. scenario.

Chairman Pennamon questioned the \$12,000 for fuel for Sheriff Department.

Commissioner Henry questioned if additional cars cause for additional fuel cost.

Give the Sheriff's department 4% and let the Sheriff's department and Public Works use it as they see fit.

Commissioner Henry noted with the 4% that will be \$190,500.

Chairman Pennamon noted 4% for increases for department. Plus cost of adding two employees to Public Works will be less than the \$332,000. Two mowers and cost of operation \$105,000.

Mr. Benton noted \$44,314 will be the capital expenditure budget.

Chairman Pennamon noted DCA must approve amendments for the Impact Fees- will not happen until October. A work session will be called to discuss Impact Fee structure once the budget is complete.

There was a discussion regarding the accounting software.

Commissioner Pennamon noted we started a capital account when we started getting money from JDA; we have to start using the capital money.

Chairman Pennamon declared the Work Session closed at 6:08 pm

Carl Pennamon, Chairman

Sharon S. Robinson, Clerk

**Jasper County Board of Commissioners
June 20, 2019
Public Hearing Minutes
10:00 A.M.**

Comm. Pennamon called the meeting to order at 10:00 a.m.

Pledge of Allegiance:

Consent Agenda: None

Public Hearing: FY 2020 Budget and 2019 Millage Rate

Commissioner Pennamon stated the current as well as proposed budgets for all departments.

Department	Current	Proposed
BOC	219,561	236,535
EXECUTIVE	194,229	200,520
ELECTIONS	28,942	28,942
REGISTRAR	59,363	64,678
FINANCIAL ADMINISTRATION	125,581	127,961
HR	103,055	105,272
TAX COMMISSIONER	210,266	217,282
TAX ASSESSOR	283,851	324,298
GOVERNMENT BUILDINGS	162,800	164,800
SUPERIOR COURT	360,574	371,644
DISTRICT ATTORNEY	50,018	52,132
MAGISTRATE COURT	109,938	115,843
PROBATE COURT	195,591	189,859
JUVENILE COURT	5,000	5,000
COURTS OTHER COSTS	123,124	105,246
SHERIFF	2,292,221	2,398,768
JAIL	846,945	987,782
COURTHOUSE SECURITY	98,828	113,120
FIRE RESCUE	1,071,689	1,138,770
CORONER	25,470	25,688
ANIMAL CONTROL	133,053	153,057
EMERGENCY MANAGEMENT	12,566	15,466
ROADS AND BRIDGES	1,772,857	1,935,215
RECREATION	248,981	258,805

SENIOR CENTER	225,174	236,074
COUNTY EXTENSION	47,655	48,840
PLANNING AND ZONING	183,605	197,987
Total	9,190,937	9,819,584
Agencies/Component Units	929,974	932,952
Debt Service	241,149	293,922
Total Agencies & Debt Services	1,171,123	1,226,874
Operating Expenditures	10,362,060	11,046,458
General Fund Capital Expenditures	96,100	44,314
Operating & Capital Expenditures	10,458,160	11,090,772
Capital Fund Transfer		93,663
Grand Total General Fund	10,458,160	11,184,435

Millage Rate- Rollback	15.412
FY 2020 Projected Revenue	\$10,812,497
FY 2020 Tentative Budget	\$11,184,435
Difference	\$371,938 which will come from the Fund Balance

The hospital millage rate will be .857.

Citizens Comments: None

Adjourn:

Comm. Pennamon declared the public hearing closed at 10:14 am.

Carl Pennamon, Chairman

Clerk, Sharon Robinson

**Jasper County Board of Commissioners
June 20, 2019
Called Meeting Minutes
6:00 P.M.**

Comm. Pennamon called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman, Carl Pennamon, Vic-Chairman, Bruce Henry, Don Jernigan, Gerald Stunkel,

Staff Present: Mike Benton, County Manager, Sharon Robinson, Clerk, Finance Director, Dennis Pate, and County Attorney, David Ozburn

Pledge of Allegiance:

Invocation - Commissioner Pennamon- District 1

Approval Agenda: Commissioner Henry motioned that the board approves the agenda as presented, the motion was seconded by Commissioner Jernigan, passed unanimously.

Public Hearing: FY 2020 Budget and 2019 Millage Rate

Commissioner Henry motioned to go into the Public Hearing for the budget at 6:02 p.m., Commissioner Stunkel seconded, passed unanimously.

Commissioner Pennamon stated the current as well as proposed budgets for all departments.

Department	Current	Proposed
BOC	219,561	236,535
EXECUTIVE	194,229	200,520
ELECTIONS	28,942	28,942
REGISTRAR	59,363	64,678
FINANCIAL ADMINISTRATION	125,581	127,961
HR	103,055	105,272
TAX COMMISSIONER	210,266	217,282
TAX ASSESSOR	283,851	324,298
GOVERNMENT BUILDINGS	162,800	164,800
SUPERIOR COURT	360,574	371,644
DISTRICT ATTORNEY	50,018	52,132
MAGISTRATE COURT	109,938	115,843
PROBATE COURT	195,591	189,859
JUVENILE COURT	5,000	5,000
COURTS OTHER COSTS	123,124	105,246
SHERIFF	2,292,221	2,398,768

JAIL	846,945	987,782
COURTHOUSE SECURITY	98,828	113,120
FIRE RESCUE	1,071,689	1,138,770
CORONER	25,470	25,688
ANIMAL CONTROL	133,053	153,057
EMERGENCY MANAGEMENT	12,566	15,466
ROADS AND BRIDGES	1,772,857	1,935,215
RECREATION	248,981	258,805
SENIOR CENTER	225,174	236,074
COUNTY EXTENSION	47,655	48,840
PLANNING AND ZONING	183,605	197,987
Total	9,190,937	9,819,584
Agencies/Component Units	929,974	932,952
Debt Service	241,149	293,922
Total Agencies & Debt Services	1,171,123	1,226,874
Operating Expenditures	10,362,060	11,046,458
General Fund Capital Expenditures	96,100	44,314
Operating & Capital Expenditures	10,458,160	11,090,772
Capital Fund Transfer		93,663
Grand Total General Fund	10,458,160	11,184,435

Millage Rate- Rollback 15.412
FY 2020 Projected Revenue 10,812,497
FY 2020 Tentative Budget 11,184,435
Difference 371,938 which will come from the Fund Balance

The hospital millage rate will be .857.

Comm. Jernigan made motion to close the Public Hearing at 6:07 p.m., Comm. Henry seconded; passed unanimously.

County Commissioner Items:

Commissioner Henry noted that Aikenton Road needs some repair work done.

Commissioner Pennamon noted that he requested a quote for the flower beds at the Health Department. Wildfire gave two quotes the first \$280 for just raking the pine straw back and killing the weeds, the other for \$480 pulling the pine straw back, killing the weeds, putting down more pine straw. He asked Mike Benton about getting someone to clean around the house that's on the property as well. There are some trees that need cutting.

Presentation/Delegations: None

Regular Agenda:

Old Business:

FY 2020 Employee Health Insurance Coverage - Kelly Fox discussed the Employee Insurance Renewal; he recommended to move forward with the ABA which is now a 2% increase. The budget for the HRA function of the plan is \$43,000, we have spent \$16,800. We were looking at a minimum of \$150,000 in reserves in our Loss Fund, we have a balance of \$179,526 as of last week. ABA raised the rate by 8%. There is a small increase in the Humana products as well.

Commissioner Henry made motion to approve the following insurance programs for FY 2020; ABA RBP for Employee Health Insurance; Humana for Basic Life; Humana for Volunteer Coverage of Dental and Vision; No change in the Employee Participation Payroll Deductions based on the recommendations by Kelly Fox. Commissioner Jernigan seconded, passed unanimously.

Commissioner Jernigan made motion to change the AFLAC products to TransAmerica. Commissioner Stunkel seconded, passed unanimously.

New Business: None

County Attorney Items: None

County Manager Update: None

Citizen Comments: None

Executive Session: None

Adjournment:

Commissioner Jernigan motioned to adjourn the meeting at 6:28 p.m., Commissioner Stunkel seconded, passed unanimously.

Carl Pennamon, Chairman

Clerk, Sharon Robinson

Jasper County Board of Commissioners

June 27, 2019

Called Meeting Minutes

6:00 P.M.

Comm. Pennamon called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman, Carl Pennamon, Vic-Chairman, Bruce Henry, Don Jernigan, Gerald Stunkel, and Doug Luke (arrived late)

Staff Present: Mike Benton, County Manager, Finance Director, Dennis Pate, Sharon Robinson, HR Director, and County Attorney, David Ozburn.

Pledge of Allegiance:

Invocation:

Bruce Henry, District 2

Agenda Approval:

Comm. Jernigan made motion to approve the agenda as presented, Comm. Henry seconded; passed unanimously.

Consent Agenda: None

Public Hearing: None

Commissioner's Items:

Jernigan- None

Henry- Gave compliments to the public works department for doing a great job repairing a culvert on Midway Road.

Stunkel – None

Pennamon- Noted that Bishop Curry is inviting all commissioners to a conference that is being held by Greenwood Baptist Church. There will be breakfast at 8:30 am and the program will begin at 9 am. He noted that Sheriff Pope has stated that he will be there.

Luke – None

Presentations/Delegations: None

Regular Agenda:

Old Business: None

New Business:

Adopt Solid Waste Curbside Fee for 2019 Tax Billing:

Commissioner Henry made motion to hold the curbside fee to \$150 per cart per year until next year, Commissioner Stunkel seconded, passed unanimously.

Adopt Fire Protection Special District Fee for 2019 Tax Billing:

Commissioner Pennamon noted that county residents within 1000 ft. of a fire hydrant pays a fee of \$28.63 per year.

Commissioner Jernigan made e motion that the board approve the annual fee of \$28.63 for the 2019 Tax Billing for Fire Protection Special District Fee, Commissioner Henry seconded, passed unanimously.

Adopt FY 2020 Budget:

Commissioner Pennamon noted that the budget amount for FY 2020 is \$11,184,435.00.

Commissioner Jernigan made motion that the board adopt Resolution #2019.06.27A calling for a FY 2020 Budget with Expenditures of \$11,184,435. Commissioner Henry seconded the motion, passed unanimously.

Adopt BOC M&O Millage Rate and Hospital Millage Rate for 2019 Tax Billing:

Commissioner Jernigan made motion that the board adopt Resolution #2019.06.27, authorizing the Jasper County Tax Commissioner to levy a Jasper County Wide M&O Millage Rate at the roll back rate of 15.412 and a Jasper County Wide Jasper Memorial Hospital Millage Rate at the roll back rate of .857. Commissioner Stunkel seconded the motion, passed unanimously.

County Attorney Items:

None

County Manager Items:

Mr. Benton stated that the Board of Education has not adopted their millage rate yet. We are looking to have a July 15th Called Meeting to accept their millage rate. Commissioner Pennamon suggested July 11th.

Citizens Comments: None

Executive Session: None

Adjourn:

Comm. Stunkel made motion to adjourn at 6:15 p.m., Comm. Henry seconded; passed unanimously.

Carl Pennamon, Chairman

Clerk, Sharon Robinson

Jasper County Board of Commissioners

July 1, 2019

Regular Meeting Minutes

6:00 P.M.

Comm. Pennamon called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman, Carl Pennamon, Vic-Chairman, Bruce Henry, Don Jernigan, Gerald Stunkel, and Doug Luke (arrived late)

Staff Present: Mike Benton, County Manager, Finance Director, Dennis Pate, Sheila Belcher, Administrative Specialist, and County Attorney, David Ozburn.

Pledge of Allegiance:

Invocation:

Don Jernigan, District 3

Agenda Approval:

Comm. Henry made motion approve the agenda as presented, Comm. Stunkel seconded; passed unanimously.

Consent Agenda:

Minutes:

Comm. Jernigan made motion to approve the Called Meeting Minutes of May 13, 2019, Work Session Minutes of May 20, 2019, Work Session Minutes, June 3, 2019, Regular Meeting Minutes of June 3, 2019, and Work Session Minutes, June 10, 2019, Comm. Henry seconded; passed unanimously.

Check Register:

Comm. Jernigan made motion to approve the check register which included check #'s 55392 - 55645 for payment, Luke seconded; passed unanimously.

Public Hearing:

None

Commissioner's Items:

Jernigan- Asked when work will resume on projects in the Northwest area of the county.

Preston Campbell replied that work will resume July 8th.

Henry- Noted that Shady Dale will have a fireworks show on Thursday, July 4th.

Stunkel – None

Pennamon- None

Luke – Asked if there was any recent news on Pitts Chapel Bridge. He also noted that Countyline Road close to Jones Estate needs repair. He would like for the board to consider putting road bonds on the next agenda.

Mr. Benton noted he received a call right before the meeting, spoke with the engineer. The engineer said that the project did let out. There were 5 bidders, the low bid was Gregory Bridge Company but it has not been awarded yet.

Presentations/Delegations:

Mark Hardison of Clifton, Lipford, Hardison, & Parker reviewed the FY 2018 CAFR. He noted that the county received an unmodified report which is the best opinion that can be received. The county has been in the GFOA Certificate of Excellence in Finance and reporting for a number of years. There were five findings in this report.

Commissioner Luke motioned to accept the 2018 audit as presented. Commissioner Stunkel seconded; passed unanimously.

Regular Agenda:

Old Business:

Right-of-Way Mowing Equipment Bid Award:

Commissioners had discussion on the capability of each mower and tractor that was requested.

Bids were discussed. Hays Tractor Representatives were in the room to discuss additional options for the requested vehicles. She also discussed how soon the tractors could be delivered and the process. After long discussion, Chairman Pennamon, suggested that we table the discussion while Hays pulled together additional information.

Commissioner Stunkel motioned to approve up to \$101,000 for two tractors with SPLOST funds, Commissioner Jernigan seconded; passed unanimously.

Commissioner Henry motioned that we purchase the two mowers from Town and Country for the total amount of \$27,630, Commissioner Jernigan seconded; passed unanimously.

New Business:

Alcovy Shores Water & Sewage Authority- New Board Member Approval:

Commissioner Jernigan made motion that the board approve the Alcovy Shores Water Authority's recommendation for Janette Hyde to serve on the Alcovy Shores Water and Sewerage Authority Board for a term of four years beginning July 1, 2019. Commissioner Henry seconded, passed unanimously.

Ocmulgee Circuit Public Defender's Office-Georgia Indigent Defense Services Agreement:

Commissioner Henry made motion to approve the Chairman to execute the Georgia Indigent Defense Services Agreement for the period of July 1, 2019 to June 30, 2020 with an annual cost of \$48,847.39 paid in monthly installments of \$4070.62. Commissioner Stunkel seconded, passed unanimously.

Senior Center-NEGRC Area Agency on Aging Contract- FY 2020:

Commissioner Luke made motion to authorize Chairman to sign the contract with the Northeast Georgia Regional Commission, Area Agency on Aging, to provide services through the Jasper County Senior Center. Commissioner Jernigan seconded, passed unanimously.

Senior Center- NEGRC Coordinated Transportation Contract- FY 2020:

Commissioner Jernigan made motion to approve Chairman to sign the contract with the Northeast Georgia Regional Commission, Area Agency on Aging, to provide transportation services for elderly and disabled residents of Jasper County through the Jasper County Senior Center. Commissioner Henry seconded, passed unanimously.

Senior Center- G.A. Food Service Contract – FY 2020:

Commissioner Luke made motion to authorize Chairman to sign the contract as presented with G.A. Food Service of Pinellas County Inc. for the purchase of meals under the requirements of Title III of the Older Americans Act, through the Jasper County Senior Center for the period July 1, 2019 through June 30, 2020. Commissioner Stunkel seconded, passed unanimously.

Senior Center Budget Amendments- FY 2019 – Additional Funding from NEGRC AAA:

Commissioner Jernigan made motion to approve the budget amendment increasing the Senior Center GL# 100-600-06200-00053-535000 Facility Expansion Expenditure in the amount of \$500 and increasing Senior Center GL#100-600-06200-00053-531100 General Supplies in the amount of \$790.92 as presented. Commissioner Henry seconded, passed unanimously.

Senior Center Budget Amendments- FY 2019 – CDBG Facility Expansion Expenditures:

Commissioner Henry made motion that the board approve a budget amendment increasing the Senior Center GL Account #100-600-06200-00053-535000 Facility Expansion Expenditures in the amount of \$17,700. Commissioner Luke seconded, passed unanimously.

County Attorney Items:

None

County Manager Items:

The Board of Education will complete their budget and millage work on Monday, July 8th. He noted that there should be a called meeting for July 11th.

Citizens Comments:

None

Executive Session:

Comm. Jernigan made motion to go into Executive Session at 7:35 p.m. to hear comments from David Dyer regarding real estate. Commissioner Luke seconded; passed unanimously.

Comm. Jernigan made motion to come out of Executive Session at 7:53 p.m., Comm. Henry seconded; passed unanimously.

Adjourn:

Comm. Jernigan made motion to adjourn at 7:54 p.m., Comm. Stunkel seconded; passed unanimously.

Carl Pennamon, Chairman

Sheila Belcher, Administrative Specialist

Jasper County Board of Commissioners

July 11, 2019

Called Meeting Minutes

6:00 P.M.

Comm. Pennamon called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman, Carl Pennamon, Vice-Chairman, Bruce Henry, Don Jernigan, Gerald Stunkel, and Commissioner Doug Luke, joined late.

Staff Present: Mike Benton, County Manager, Finance Director, Dennis Pate, Sharon Robinson, Clerk, and County Attorney, David Ozburn.

Pledge of Allegiance:

Invocation:

Gerald Stunkel, District 4

Agenda Approval:

Comm. Henry made motion approve the agenda as presented, Comm. Stunkel seconded; passed unanimously.

Consent Agenda: None

Public Hearing: None

Commissioner's Items:

Luke - questioned if Public Works go out to 250 Rainbow Drive to triple surface. It's about a quarter mile.

Pennamon - suggested charging the tree cutting at the new health department to buildings and grounds instead of to their budget. Wildfire industries gave a quote of \$480 to do the flower beds and then revised it to \$680, \$50 a month.

Presentations/Delegations: None

Regular Agenda: None

Old Business: None

New Business:

Adopt Jasper County Board of Education Tax Levy for 2019 Tax Billing:

Commissioner Henry made motion to adopt Resolution# 2019-07-11 authorizing the Jasper County Tax Commissioner to levy a Jasper County Board of Education M&O Millage Rate of 17.990 for the 2019 Tax Billing, Commissioner Stunkel seconded, passed unanimously.

Jasper County Board of Commissioners Meeting Minutes July 11, 2019 – Called Meeting

Commissioner Pennamon noted that this will give the county a total 34.25 millage rate.

Item 2: Sheriff Office Vehicles Lease Financing:

Commissioner Jernigan made motion to authorize Chairman to sign resolution # 2019-07-11A for the lease purchase of four vehicles to be used by the Sheriff's Office with VIN #'s 7447, 7448, 7449, and 5710.

Commissioner Henry seconded, passed unanimously.

Property Transfers to Development Authority of Jasper County:

Commissioner Jernigan made motion to approve the transfer of 985 Hillsboro Street, Monticello to the Development Authority of Jasper County and for the Chairman to sign intergovernmental agreements related to the same, with the transfers being contingent on the signing of the intergovernmental agreements by both parties as well as the ability to transfer the properties. Commissioner Henry seconded, passed unanimously.

Commissioner Jernigan made motion to approve the transfer of 336 E. Greene Street, Monticello to the Development Authority of Jasper County and for the Chairman to sign intergovernmental agreements related to the same, with the transfers being contingent on the signing of the intergovernmental agreements by both parties as well as the ability to transfer the properties. Commissioner Stunkel seconded, passed unanimously.

County Attorney Items: None

County Manager Items:

Mike Benton noted that he spoke with GDOT who confirm that the contract for the Pitts Chapel Bridge contract did get awarded to Gregory Bridge Company. He also stated that the guy on Cook Road has been given an ultimatum until he removes the single wide.

Citizens Comments:

None

Executive Session:

Adjourn:

Comm. Jernigan made motion to adjourn at 6:43 p.m., Commissioner Stunkel seconded; passed unanimously.

Carl Pennamon, Chairman

Sharon Robinson, Clerk

Consent Agenda – Item 2:

Agenda Request – Jasper County BOC

Department: Board of Commissioners

Date: August 5, 2019

Subject: Approval of Check Register

Summary:

A check register will be generated by the finance department on meeting day for signature and approval to process the checks.

Background:

Cost: \$0

Recommended Motion:

Approve processing of check #'s 55646 - 55937

Public Hearing:

Agenda Request – Jasper County BOC

Department: Planning and Zoning

Date: August 5, 2019

Subject: Nuisance Party/Nuisance Party Location Ordinance - First Reading

Summary:

This ordinance was written by the Sheriff's Department to help them have more authority in controlling nuisance parties and to be able to control the premises at these locations and make it easier to order a cease and disperse. The Sheriff's Department had the Magistrate judge, the County attorney and the solicitor look over the ordinance to make sure it covered all the legal matters.

Chapter 28.

Art. I. Nuisance Party/ Nuisance Party Location Ordinance

Div. 1. - Definition:

Nuisance party: A social gathering or party which is conducted on any premises within the County and which, by reason of the conduct of the persons in attendance, and results in any one or more of the following conditions or offenses occurring at the site of the said party or social gathering, or on neighboring public or private property: disorderly conduct; illegal open container; unlawful sale, furnishing, dispensing or consumption of beer or intoxicating liquor; sale or furnishing of beer or intoxicating liquor to an underage person; possession or consumption of beer or intoxicating liquor by an underage person; illegal use of a controlled substance; public indecency; littering; the damage or destruction of property without the consent of the property owner; unlawful pedestrian or vehicular traffic; standing or parking of vehicles that obstructs the free flow of traffic on the public streets and sidewalks or that impedes the ability to render emergency services; unlawfully loud noise; or any other conduct or condition that threatens injury, inconvenience, or alarm to persons or damage to property which is hereby declared to be an unlawful public nuisance.

Div. 2. - Duty to control premises.

Any person who is an owner, occupant, tenant, or otherwise has rightful possession or possessory control, individually or jointly with others, of any premises, who either sponsors, conducts, hosts, invites, or permits a social gathering or party on said premises which is or becomes a nuisance party, as defined in Div. 1, and which nuisance is either the intentional result of, or within the reasonable expectations of, the person or persons having such possessory control is deemed to be in violation of this section.

Any property owner, overseer, or other person having direct or indirect control of any property and who keeps and maintains, either by himself or others, a common, ill-governed, and disorderly house or property, to the encouragement of gaming, drinking, or other misbehavior, or to the common disturbance of the neighborhood or orderly citizens, after having been placed on notice and made aware of such activity, either by officials of County Government or by Law Enforcement, is deemed to be in violation of this code section.

Div. 3. - Order to cease and disperse.

Any Law Enforcement Officer who witnesses, at (or related to) a social gathering, any one of the enumerated offenses in Div. 2 or any other conduct or condition that threatens injury, inconvenience, or alarms to persons or damage to property, is authorized to declare the gathering a nuisance party. The officer will issue an order to disperse pursuant to Div. 3.

A party or social gathering that is or becomes a nuisance party, as defined in Div. 1., shall cease upon the order of the Sheriff, or the Sheriff's designee; and all persons not residing therein at the site of such social gathering or party shall leave the premises immediately. Any person who fails or refuses to obey and abide by such an order shall be guilty of a violation of this section.

When the Sheriff's Office issues an order to disperse, any person who fails to leave the party will, at minimum, be cited for violation of Div. 1. and may be subject to arrest for other violations, such as "Disorderly Conduct" or "Obstruction of an Officer".

Div. 4. - Penalty.

Whoever violates this section is guilty of misdemeanor.

Continuation of any of the above actions on each new day constitutes a new and separate offense and the Magistrate Judge of the County shall impose such sentence as the circumstances may require.

Any person who pleads guilty, nolo contendere, or is convicted for violation of this article, shall be punished as provided under OCGA 36-1-20 or such other general laws as may in the future be enacted to provide for the punishment and penalties that may be imposed by the Magistrate Courts of the State with the maximum fine of \$1000.00 and/or 60 days in jail. In addition to the fine or confinement, the Judge may impose community service.

New Business – Item 1:

Agenda Request - Jasper County BOC

Agenda Request – Jasper County BOC

Department: Planning and Zoning

Date: August 5, 2019

Subject: Alcohol License application – Retail sales for Beer Hwy 16 Food Mart (formerly Sac-O-Suds) Applicant- Ahmed Merchant, Corporation Name: Sean Hwy 16 Properties LLC

Summary:

The store has been closed approximately 10 months. Mr. Merchant is in the process of purchasing the property which is contingent upon him receiving his alcohol license for retail beer sales.

Background:

Background check has been completed and there were no records.

Cost:

None

Recommended Motion:

Approve the alcohol license application #2019-A-011 for retail sales of beer for Hwy 16 Food Mart as requested.

A-011

2019-A-011

* \$300 paid
for Alcohol License
with CC
* \$8.25-cc fee
7/3/19

JASPER COUNTY ALCOHOLIC BEVERAGE LICENSE APPLICATION

JASPER COUNTY PLANNING AND ZONNG
126 W. Greene Street Monticello, Ga 31064
706-468-4905

- BUSINESS NAME HWY 16 Food MART PHONE _____
- CORPORATION NAME SEAN HWY 16 PROPERTIES LLC
- BUSINESS LOCATION 54 GA, MONTICELLO, JASPER, GA
(Street Address)
- MAILING ADDRESS 2118, SUGARSTONE COURT, LAWRENCEVILLE, GA
30043
- APPLICANT'S FULL NAME AHMED MERCHANT
- SOCIAL SECURITY # [REDACTED] DATE OF BIRTH 12/13/63 SEX M
- DRIVER'S LICENSE # [REDACTED] STATE GA GA SALES TAX # _____
- HOME ADDRESS 2118 SUGARSTONE COURT, LAWRENCEVILLE, GA ZIP 30043
- HAVE YOU EVER BEEN ARRESTED? YES NO IF YES, DATE AND OFFENSE _____

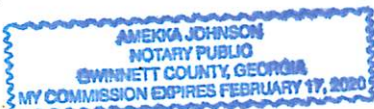
CONSENT AUTHORIZATION: I hereby authorize any agent of Jasper County to receive any criminal history Record information pertaining to me which may be in the files of any state or local criminal justice agency in Ga.

- TYPE OF LICENSE: NEW () RENEWAL () TRANSFER BEER _____ WINE _____
- THIS LICENSE IS FOR: RETAIL () POURING () WHOLESALE LIQUOR _____ ALL _____
- TYPE OF ESTABLISHMENT: Restaurant _____ Service Station Lounge _____ Package Shop _____
Private Club _____ Grocery Store Convenience Store Other:

ACCEPTANCE OF PAYMENT BY THE COUNTY DOES NOT CONSTITUTE FINAL APPROVAL OF THE LICENSE APPLICATION. THIS APPLICATION IS SUBJECT TO ALL NECESSARY APPROVALS. SAID LICENSE FEE SHALL BE REFUNDED IN THE EVENT THAT FINAL APPROVAL IS NOT GRANTED.

July 3, 2019
Date applied for

Ahmed Merchant
Signature of Applicant



SEAL

Amerika Johnson
NOTARY

New Business – Item 2:

Agenda Request – Jasper County BOC

Department: 911 Authority

Date: August 5, 2019

Subject: 911 Authority Phone System Upgrade

Summary:

The Director for the Jasper County 911 Center, Betty Jump, will provide an update of the 911 Center phone system.

Director Jump will cover the following 911 Center phone system considerations:

History

Outages

Repairs

911 Authority Board Recommendations

Background:

The Jasper County 911 center is currently operating with the Zetron 3200 system that has not been upgraded since 2008. Since June 11th, the Center has had two emergency situations and have had to replace the Main ALI Controller Card and the Line Card Shelf both of which affected its 911 lines and the data associated with the 911 information coming in with accurate information. The system is obsolete and the more repairs that have to be completed to maintain the system, the more financial cost are accrued. These repairs have been to maintain the current system only which we have been told that it is just a matter of time before the server crashes completely. None of the current replacement equipment meets the NexGen911 requirement.

Cost:

To be determined

Recommended Motion:

Board Discretion

New Business – Item 3:

Agenda Request – Jasper County BOC

Department: Board of Commissioners

Date: August 5, 2019

Subject: Approval to Advertise for Board Appointments: Central Georgia Region 5 Emergency Medical Services Council and Oconee Community Service Board

Summary:

Staff is seeking approval to advertise for interested persons for the following County appointments:

Central Georgia Region 5 Emergency Medical Services Council

Oconee Community Service Board

Background:

Central Georgia Region 5 Emergency Medical Services Council:
Current Representative – Fire Chief Chris Finch
Term: 2016 – 2019

Oconee Community Service Board:
Current Representative – Ms. Roberta Anderson
Term has expired

Cost:

None

Recommended Motion:

Authorize Staff to advertise the open appointment positions for the Central Georgia Region 5 Emergency Services Council and the Oconee Community Service Board.



Central Georgia Region 5 Emergency Medical Services Council
1000 Indian Springs Dr.
Forsyth, GA 31029
478-993-4990 (office)

July 10, 2019

Lee Oliver
Chairman

Terry Cobb
Vice-Chair

Ralph Griffin, M.D.
Regional Medical
Director

Thomas Craft, M.D.
District Health Director

Jasper County Board of Commissioners
126 West Green St
Monticello, GA 31064

Dear Chairman:

On behalf of Dr. Thomas Craft, District 5-1 Health Director, I am asking for an appointment from you for the Regional Emergency Medical Services Advisory Council to represent your county. This Council is the designated Local Coordinating Entity (LCE) to recommend to the Georgia Department of Public Health (DPH) the manner in which the EMSC Program functions within the region.

Jasper County has one (1) Representative on this Council. Your current Representative is **Chris Finch, term 2016-2019.**

Council bylaws require that at least two-thirds of the voting membership be comprised of individuals selected by the County Commissions; therefore, I am soliciting from you the name or reappointment of one (1) individual whom you wish to represent your county on this council for the 2019-2022 term. Council By-laws require members to attend at least fifty percent (50%) of the scheduled council meetings.

Your current representative, **Chris Finch, Jasper County FR** has met the By-laws attendance requirement since his last appointment to the Council.

Members of the Regional EMS Council should possess interest and/or expertise in the areas of Emergency Medical Services, health care, or public safety. The following is a list of categories, which you may wish to consider when recommending your representative:

- Public EMS Provider
- Private EMS Provider
- EMT/Paramedic (non-supervisory)
- Authority hospital representative
- Non-authority hospital representative
- City government representative
- County government representative
- Consumer
- Emergency Physician
- General Surgeon
- Communications agency representative
- Law enforcement representative
- Emergency department nurse and/or trauma nurse
- Pediatrician

Please forward the recommendation of your Commission to Kelly Joiner, DPH Region 5 EMS Director, along with a brief synopsis of the individual's qualifications along with his/her mailing address and telephone number on the attached form. You may mail or email this information.

Please complete the attached form and return before **August 15, 2019**. Your participation in this effort is important to the provision of quality Emergency Medical Services to the citizens in your community, region, and state. I appreciate your cooperation and welcome you to contact me if you have any questions. Thank you.

Sincerely,

Lee Oliver

- BALDWIN
- BIBB
- BLECKLEY
- CRAWFORD
- DODGE
- HANCOCK
- HOUSTON
- JASPER
- JOHNSON
- JONES
- LAURENS
- MONROE
- MONTGOMERY
- PEACH
- PULASKI
- PUTNAM
- TELFAIR
- TREUTLEN
- TWIGGS
- WASHINGTON
- WHEELER
- WILCOX
- WILKINSON

Region 5 EMS Council Chair
MEMORANDUM

TO: Jasper County Board of Commissioners
126 West Green Street
Monticello, GA 31064

FROM: Kelly Joiner
Region 5 EMS Director
1000 Indian Springs Dr.
Forsyth, GA 31029
Kelly.joiner@dph.ga.gov

RE: Region 5 EMS Council Nomination

DATE: _____

Please nominate a *representative* for your county, please complete the following and return via USPS or email:

The following person will serve on the Region 5 EMS Advisory Council for the next three-year term or vacant unexpired term.

Name: _____

Mailing Address: _____

Work Phone: _____

Mobile Phone: _____

Email: _____

Brief synopsis of qualifications: _____



O CONEE
C E N T E R
BEHAVIORAL HEALTH SERVICES

**Administration &
(Mailing Address)**
1241 Orchard Hill Road
P.O. Box 1827
Milledgeville, GA 31059
Office: 478-445-4817
Fax: 478-445-4963

**Center Point-
Adult Services**
430 N. Jefferson Street
Milledgeville, GA 31061
Office: 478-445-4721
Fax: 478-445-6769

**Addictive Diseases -
Outpatient Services**
900 Barrows Ferry Rd.
Milledgeville, GA 31061
Office: 478-445-5518
Fax: 478-445-6084

**Family Directions
Child & Adolescent Svc.**
1371 Orchard Hill Rd.
Milledgeville, GA 31061
Office: 478-445-5322
Fax: 478-445-6062

**Community Support-
Services (DD)**
1361 Orchard Hill Rd.
Milledgeville, GA 31061
Office: 478-445-3066
Fax: 478-445-5902

**Washington County -
Service Center**
824 Golden Hawk Drive
Sandersville, GA 31082
Office: 478-553-2342
Fax: 478-553-2340

**The Point
Adult & Children Services**
522 Washington Ave
Sandersville, GA 31082
Office: 478-553-2424
Fax: 478-553-2420

**New Beginnings
Adult & Children Services**
75 Boland Circle
Sparta, GA 31087
Office: 706-444-1037
Fax: 706-444-1034

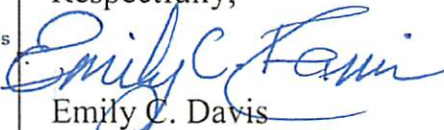
June 26, 2019

Carl Pennamon, Chairman
Jasper County Commissioners
126 West Greene Street, Suite 18
Monticello, GA 31064

Dear Mr. Pennamon,

I am writing request the re-appointment of the Jasper County representative for the Oconee Community Service Board. To date, Ms. Roberta Anderson term has expired and your needing the re-appointment if Ms. Anderson and the Commissioners approve. Please confirm the appointment and/or re-appointment and forward written notification to the executive director (Tyrone A. Evans) of Oconee Community Service Board, as we would like to get information out to the individual regarding the upcoming August 22th board meeting. Please mail the confirmation of appointment in the enclosed stamped, self-addressed envelope. Thanks in advance for your attention to this matter.

Respectfully,



Emily C. Davis
Chairperson, Oconee Community Service Board



New Business – Item 4:

Agenda Request – Jasper County BOC

Department: Senior Center

Date: August 5, 2019

Subject: Senior Center Budget Amendments for FY 2019

Summary:

Senior Center FY 2019 Budget Amendments:

Increase Expenditure GL# 523700 Education and Training - \$680.00

Increase Revenue GL# 334300 NGRC Reimbursement - \$680.00

Increase Expenditure GL# 534000 Program Expenditures - \$1804.00

Increase Revenue GL# 347500 Program Fees Collected - \$1804.00.

Increase Expenditure GL# 536000 Fundraiser Activity - \$4397.00

Increase revenue GL# 347550 Fundraiser Revenue - \$4397.00

Background:

Senior Center received \$680.00 from NEGRC AAA for training reimbursement.

Senior Center received an additional \$1804.00 in member donations greater than budgeted.

Senior Center received an additional \$4397.00 in fund raising revenue greater than budgeted.

All monies have been received.

Cost:

None

Recommended Motion:

Approve the budget amendments totaling \$6881.00 for the FY 2019 Senior Center Budget as presented.

BUDGET AMENDMENT - # 2019-08-05A
FOR FISCAL YEAR 2019

Commission approved a budget for fiscal year 2019 for Jasper County Government earlier in the year; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds;

NOW, THEREFORE, BE IT RESOLVED THAT the commission approves allocation of the Senior Center budget by the following:

<u>GL ACCOUNT- SENIOR CENTER</u>	<u>Debit</u>	<u>Credit</u>
100-600-06200-00052-523700 Education & Training		\$680.00
 <u>GL ACCOUNT- EQUITIES & OTHER CREDITS</u>	 <u>Debit</u>	 <u>Credit</u>
100-600-06200-00034-334300 NGRC Reimbursement	\$680.00	

Adopted this _____ of _____ 2019.
Day Month

BOC Chair

Finance Manager

BUDGET AMENDMENT - **#2019-08-05B**
FOR FISCAL YEAR 2019

Commission approved a budget for fiscal year 2019 for Jasper County Government earlier in the year; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds;

NOW, THEREFORE, BE IT RESOLVED THAT the commission approves allocation of the Senior Center budget by the following:

<u>GL ACCOUNT- SENIOR CENTER</u>	<u>Debit</u>	<u>Credit</u>
100-600-06200-00053-534000 Program Expenditures		\$1,804.00

<u>GL ACCOUNT- SENIOR CENTER</u>	<u>Debit</u>	<u>Credit</u>
100-600-06200-00034-347500 Program Fees Collected	\$1,804.00	

Adopted this _____ of _____ 2019.
Day Month

BOC Chair

Finance Manager

BUDGET AMENDMENT - #2019-08-05C
FOR FISCAL YEAR 2019

Commission approved a budget for fiscal year 2019 for Jasper County Government earlier in the year; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds;

NOW, THEREFORE, BE IT RESOLVED THAT the commission approves allocation of the Senior Center budget by the following:

<u>GL ACCOUNT- SENIOR CENTER</u>	<u>Debit</u>	<u>Credit</u>
100-600-06200-00057-536000 Fundraiser Activity		\$4,397.00

<u>GL ACCOUNT- SENIOR CENTER</u>	<u>Debit</u>	<u>Credit</u>
100-600-06200-00034-347550 Fundraiser Revenue	\$4,397.00	

Adopted this _____ of _____ 2019.
Day Month

BOC Chair

Finance Manager

New Business – Item 5:

Agenda Request – Jasper County BOC

Department: Elections/Registrar

Date: August 5, 2019

Subject: Intergovernmental Agreement – Board of Registrars and the City of Monticello

Summary:

The City of Monticello and the Jasper County Board of Registrars, will work together to conduct the November 5, 2019 City General Election. E. R. Lanier will be the City's Election Superintendent, with the County's Election Superintendent assisting in a non-official capacity.

The Jasper County Board of Commissioners will provide the Courthouse as the voting location venue to facilitate the November 5, 2019 election.

Background:

The County has conducted the Elections for the City since the implementation of the Electronic Voting Devices.

Cost:

The City of Monticello will be paying for all the procedures necessary to conduct the Election.

No additional cost to the Jasper County Board of Commissioners.

Recommended Motion:

Authorize the Chairman to sign the Intergovernmental Agreement between the Board of Registrars of Jasper County and the City of Monticello for 2019 Election Services as presented.

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF
MONTICELLO AND THE BOARD OF REGISTRARS OF JASPER
COUNTY, GEORGIA FOR 2019 ELECTION SERVICES**

The City of Monticello and the Jasper County Board of Registrars will work together to conduct the November 5, 2019 City General Election. E. R. Lanier will be the City's Election Superintendent.

The Jasper County Elections Superintendent and Board of Registrars will arrange for the City of Monticello to have use of the Jasper County voting equipment.

The City of Monticello will incur the associated costs.

Executed this 9th day of July, 2019.



Bryan Standifer, Mayor
City of Monticello

Executed this 15th day of July, 2019.



Andrea W. Brown, Judge/Elections
Superintendent
Jasper County Probate Court

Executed this ____ day of _____, 2019.

Executed this ____ day of _____, 2019.

Carl Pennamon, Chairman
Jasper County Board of Commissioners

David Ozburn, County Attorney

Jasper County Probate Court
Andrea W. Brown, Judge
126 West Greene Street, Suite 111
Monticello, GA 31064
Phone 706-468-4903 Fax 706-468-4926
jasperprobate@bellsouth.net

February 1, 2019

Proposal for November 5, 2019 City General Election

I will be responsible for the following:

- Arranging for Database
- Ordering of ballots
- Loading database into GEMS server
- Creation of Memory Cards for TS and OS units
- Perform L&A Testing on TS and OS Units
- Upload memory cards after election
- Create Post Election Reports
- Arrange for poll workers
- Conduct Poll worker training

The City will be responsible for the following:

- All necessary ads to paper
- Qualifying of candidates
- Payment of Ballot Order (Approx. \$500 + shipping)
- All postage for mail in absentee ballots.
- Cost of pollworkers, registrars and staff \$8000

An intergovernmental agreement must be signed between the city and county for the use of the voting equipment.

Andrea W. Brown

New Business – Item 6:

Agenda Request – Jasper County BOC

Department: Recreation

Date: August 5, 2019

Subject: Recreation Department Soft Drinks Marketing Proposals

Summary:

	<u>Scoreboard Upfront Marketing</u>	<u>Annual Marketing</u>	<u>Annual Rebates</u>
Coca Cola:			
7 Year Contract	\$17,572.00	\$400.00	\$1.00 per case
5 Year Contract	\$15,000.00	\$400.00	\$1.00 per case
Pepsi Cola 5 Year Contract	\$10,000.00	\$00.00	\$5.00 per case

Considerations:

Estimated annual cases - 500

Jasper County Recreation needs new scoreboards

Value of existing signage with Coca Cola trademark – approximately \$2000.00

Vendor willingness to provide additional marketing support

Background:

Cola Cola and Pepsi Cola have offered soft drink marketing proposals to support the Jasper County Recreation Department.

Cost:

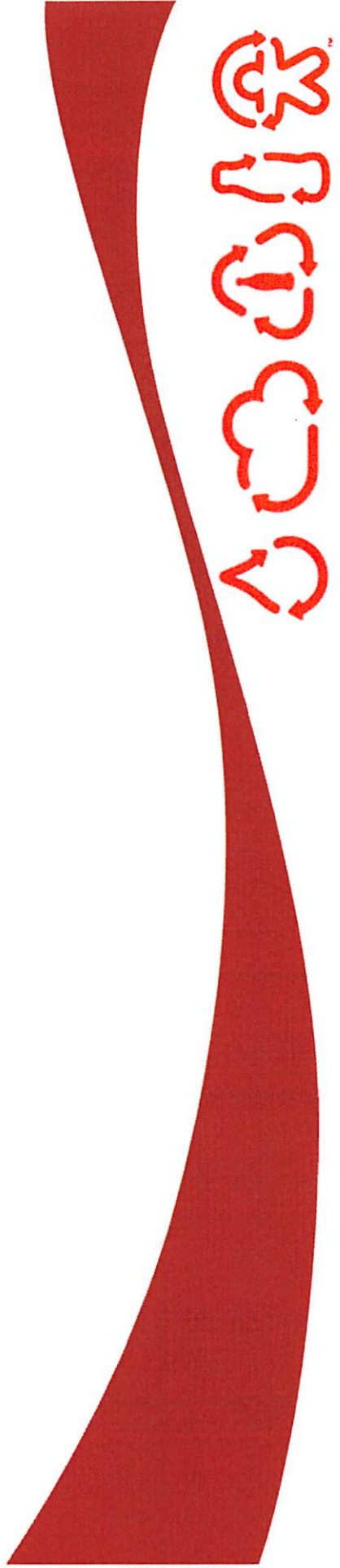
Total marketing revenue generated to be determined

Recommended Motion:

Authorize Chairman to sign 7 year contract with Coca Cola with the marketing proposal as presented.



Jasper County Recreation Department Proposal



7 Year Beverage Agreement Elements

- Jasper County Recreation Department agrees that Coca-Cola products shall be the exclusive beverages sold, distributed, served, or sampled in every facility owned or operated by the Jasper County Recreation Department.
- All concessions, food service vendors, teams, associations, and booster clubs, shall purchase all Coca-Cola products directly from the local Dublin Coca-Cola Bottler.
- Coca-Cola will sell only 20 oz. sparkling soft drinks, isotonic beverages and water at all events. Coca-Cola will make additional beverages available as new items are introduced in the market. (Monster Energy)
- No competitive products may be sold, dispensed, served or sampled anywhere on or within the facilities owned or operated by the Jasper County Recreation Department.



Seven Year Beverage Summary

	Year 1	Seven Year Total
Scoreboard Upfront Marketing Funds	\$17,572.00	\$17,572.00
Annual Co-Funding Marketing	\$400.00	\$2,800.00
Annual Rebates	\$560.00	\$3,920.00
Total Program	\$18,532.00	\$24,292.00

*Based on estimated case sales.



5 Year Beverage Agreement Elements

- Jasper County Recreation Department agrees that Coca-Cola products shall be the exclusive beverages sold, distributed, served, or sampled in every facility owned or operated by the Jasper County Recreation Department.
- All concessions, food service vendors, teams, associations, and booster clubs, shall purchase all Coca-Cola products directly from the local Macon Coca-Cola Bottler.
- Coca-Cola will sell only 20 oz. sparkling soft drinks, isotonic beverages and water at all events. Coca-Cola will make additional beverages available as new items are introduced in the market. (Monster Energy)
- No competitive products may be sold, dispensed, served or sampled anywhere on or within the facilities owned or operated by the Jasper County Recreation Department.



Five Year Beverage Summary

	Year 1	Five Year Total
Scoreboard Upfront Marketing Funds	\$15,000.00	\$15,000.00
Annual Co-Funding Marketing	\$400.00	\$2,000.00
Annual Rebates	\$560.00	\$2,800.00
Total Program	\$15,960.00	\$19,800.00

*Based on estimated case sales.



Scoreboard Support/Marketing Funding

Scoreboard funding will be provided by Coca Cola in the amount of \$15,000. This does not include installation. Installation would be the responsibility of Jasper County Recreation Department. Scoreboards purchased will be the property of Jasper County Recreation Department. All maintenance and repairs will be the responsibility of the Recreation Department.



Article: AM | Sales Rep: Allen McMichael

Jasper County Rec. LX1340-A / 2019-July-18



Article: AM | Sales Rep: Allen McMichael

Jasper County Rec. LX1340-B / 2019-July-18



Marketing Support

Coca Cola will provide \$400.00 in marketing support annually in menu board, combo boards and banners to help promote events and drive revenue. This is monies spent on Jasper County Recreation Dept's behalf and not funding paid.



COMBO MEALS

enjoy together \$3.50

enjoy together \$3.50

enjoy together \$5.00

enjoy together \$3.50

enjoy together \$3.50

enjoy together \$5.00

enjoy together \$3.50

enjoy together \$3.50

enjoy together \$5.00

enjoy together \$3.50

enjoy together \$3.50

enjoy together \$5.00

enjoy together \$3.50

enjoy together \$3.50

enjoy together \$5.00

Lamar County Trojans

<p>Combo 1 Hotdog, fries and a 20oz drink \$5.00</p>	<p>Combo 2 Cheeseburger, fries and a 20oz drink \$6.00</p>	<p>Combo 3 Hamburger, fries and a 20oz drink for \$5.50</p>
<p>Candy</p> <p>Skittles 1.00</p> <p>Candy bars \$1.00</p> <p>Blow Pops \$0.50</p>	<p>Snacks</p> <p>Popcorn 1.00</p> <p>Pickles 1.00</p> <p>French Fries 2.00</p> <p>Chili Cheese Fries 3.00</p> <p>Nachos 3.00</p>	<p>Sandwiches</p> <p>Cheeseburger 3.00</p> <p>Hamburger 2.00</p> <p>Hotdog 1.50</p> <p>Jalapeños 0.50</p> <p>Extra Cheese 0.50</p>
<p>Beverages</p> <p>Soft Drinks 2.00</p> <p>PowerAde 2.00</p> <p>Dasani 2.00</p> <p>Hot Chocolate 1.00</p> <p>Hot Chocolate .50</p> <p>Large Coffee 1.00</p> <p>Small Coffee 0.50</p>	<p>Drinks</p> <p>Snowcone Flavors</p> <p>Pima Colada</p> <p>Sour Apple</p> <p>Lime</p> <p>Orange</p> <p>Cherry</p> <p>Grape</p> <p>Mango</p> <p>Watermelon</p> <p>Blue Raspberry</p> <p>Sugar Candy 75¢</p> <p>Chocolate 1.00</p> <p>Minute Maid - Lemonade 3.00</p> <p>Strawberry</p>	<p>Drinks</p> <p>Sweet Tea 1.25</p> <p>Bottle Water 1.25</p> <p>Gatorade 1.50</p> <p>Hot Dog 1.50</p> <p>Cheese + Chili 50¢</p> <p>Chips 75¢</p> <p>Nachos 2.50</p> <p>Pretzel 2.50</p> <p>Pickles 75¢</p> <p>Cotton Candy 2.50</p> <p>Funnel Cake Fries 3.00</p> <p>Ice Cream 2.50</p> <p>Cheese Burger 3.50</p> <p>Hamburger 3.00</p> <p>Chicken Fingers 3.00</p> <p>Chicken Sandwich 3.50</p> <p>Pizza Slice 2.50</p> <p>Wholesale</p>

enjoy together

enjoy together

enjoy together

enjoy together

enjoy together

enjoy together

enjoy together

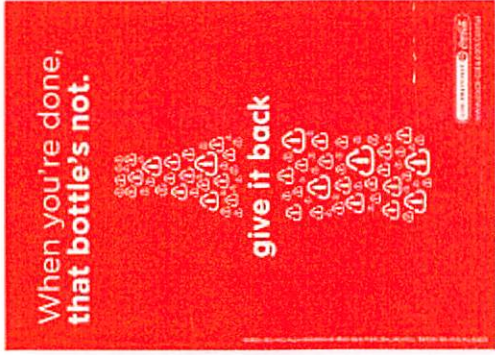
enjoy together

enjoy together

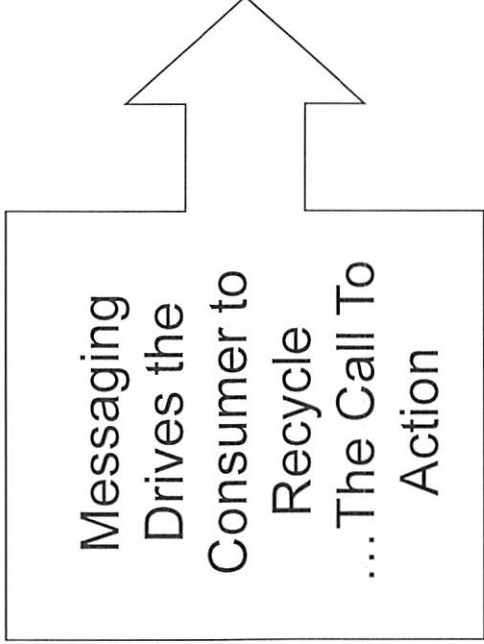
enjoy together

Recycling

- It is our goal to partner with the Jasper County Recreation Department as you develop your recycling program for the park.



Static Cooler Cling



Messaging Reinforces the Call To Action...

... Connect the Dots



Rebate Program

- In an effort to support the needs of the recreation department, Coca-Cola will also pay a \$1.00 rebate on cases sold through concessions.
- The Jasper County Recreation Department will be expected to enforce the agreement with their concessionaires and clubs, and will be subject to a 50% reduction in the amount of the rebate paid if these groups do not follow the agreement.



2019 Pricing

PACKAGE/PRODUCT	PRICE PER STANDARD PHYSICAL CASE
20 oz. bottles Coca-Cola Sparkling	\$21.84
20 oz. PowerAde	\$21.84
20 oz. Dasani	\$14.50
18.5 oz. Gold Peak Tea	\$12.50
Tum E Yummies	\$7.50

*All prices are per standard physical case and exclusive of taxes, deposits, handling fees, and recycling fees.





PEPSICO

FOODSERVICE



Jasper County Recreation





PEPSICO



THE OFFER

FUNDING/SPONSORSHIP

- Pepsi is offering a \$10,000 upfront payment to Jasper County Recreation to help purchase scoreboards for the park.
- Pepsi is providing a \$5.00 rebate on every 24 pack case of 20oz.
- Pepsi will providing a \$2.50 rebate on 12 pack Juice and Life Water.
- Pepsi is providing our discount pricing for scoreboards for Jasper County Recreation.



PEPSICO



THE OFFER

PRICING

- Pepsi pricing for the 2019 contract year.
- 20oz CSD Soft Drinks 24ct.-\$22.00 per case
- 20oz Lipton Tea 24ct.-\$22.00 per case
- 20oz Gatorade 24ct.- \$22.00 per case.
- Life Water (700) 12ct- \$18.00 per case.
- 20oz Aquafina 24pk.-\$14.50 per case.
- Ocean Spray 12pk.- \$16.50 per case.



THE ASK

- We are asking for a 5 year partnership to be the exclusive beverage provider for the Jasper Co. Recreation Dept.
- We are asking to have all beverages including water be purchased directly from Pepsi.

Agenda Request – Jasper County BOC

Department: Roads and Bridges

Date: August 5, 2019

Subject: 2020 LMIG Application

Summary:

Staff needs project direction to develop a 2020 LMIG application to send to GDOT by the due date of December 31, 2019. The application must include a brief description and cost estimate of each LMIG project. Based on previous BOC action, it is anticipated the 2020 LMIG funds will be used to continue resurfacing or attempt to complete resurfacing of Post Rd.

Resurfacing considerations:
Patch and Overlay Applicability
Full Depth Reclamation Applicability
Current Resurfacing Pricing
Maintain 22' Width

Background:

GDOT 2020 LMIG Funding -	\$613,916
County 30% match -	<u>\$184,175</u>
Total 2020 LMIG Project -	\$798,091

Post Rd Paving Data -		
2015 LMIG	Asphalt Patch, Level and Asphalt Overlay	2.50 Miles
2017 LMIG	Full Depth Reclamation and Asphalt Overlay	2.30 Miles
2018 LMIG	Full Depth Reclamation and Asphalt Overlay	2.52 Miles

Remaining length of Post Rd to be resurfaced -	4.10 Miles
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Cost:

To be determined

Recommended Motion:

Staff needs a specific road designation to develop resurfacing options for the 2020 LMIG application.

FY 2020 LMIG FORMULA AMOUNTS

LMIG Formula Factor = (Local Gov. Pop./State Pop.) x 1/3 + (Local Gov. Mileage./Total State Mileage) x 2/3

TOTAL STATE POPULATION =

10,519,475

TOTAL ALLOCATION =

\$187,586,631

TOTAL LOCAL ROAD MILES = 107,532

Cities are within multiple regional commissions -

Based on 2018 Census Estimates **

Cities are within multiple Counties in the same regional commissions -

Based on 2019 GDOT Report *

GDOT District	County	City	Total Mileage*	Population**	2018 LMIG Formula Amount	2019 LMIG Formula Amount	2020 LMIG Formula Amount	Required LMIG Match
5	APPLING	(UNINCORPORATED)	875.0	13,314	\$ 1,031,004.04	\$ 1,049,680.07	\$ 1,096,748.87	10%
8	APPLING	BAXLEY	88.0	4,694	\$ 89,267.20	\$ 117,958.10	\$ 130,244.03	10%
5	APPLING	GRAHAM	3.0	296	\$ 7,866.76	\$ 4,796.03	\$ 5,248.40	10%
5	APPLING	SURRENCY	6.0	203	\$ 7,358.98	\$ 7,463.99	\$ 8,184.54	10%
4	ATKINSON	(UNINCORPORATED)	348.0	4,850	\$ 420,111.86	\$ 439,402.93	\$ 433,546.57	10%
4	ATKINSON	PEARSON	19.0	2,079	\$ 33,193.00	\$ 31,610.27	\$ 34,454.45	10%
4	ATKINSON	WILLACOCHEE	15.0	1,368	\$ 23,065.78	\$ 23,430.26	\$ 25,576.26	10%
5	BACON	(UNINCORPORATED)	500.0	7,744	\$ 559,076.33	\$ 567,828.07	\$ 627,522.04	10%
5	BACON	ALMA	41.0	3,441	\$ 62,016.35	\$ 64,650.07	\$ 68,135.92	10%
4	BAKER	(UNINCORPORATED)	273.0	2,513	\$ 297,645.33	\$ 303,118.05	\$ 332,431.56	30%
4	BAKER	NEWTON	9.0	579	\$ 12,561.82	\$ 12,820.90	\$ 13,908.47	30%
2	BALDWIN	(UNINCORPORATED)	408.0	26,209	\$ 541,063.64	\$ 524,596.08	\$ 630,285.64	30%
2	BALDWIN	MILLEDGEVILLE	92.0	18,614	\$ 207,278.43	\$ 210,052.99	\$ 217,637.91	30%
1	BANKS	(UNINCORPORATED)	354.0	15,360	\$ 426,150.55	\$ 457,471.31	\$ 502,997.01	30%
1	BANKS	HOMER	17.0	1,162	\$ 21,788.14	\$ 25,295.38	\$ 26,677.74	30%
1	BANKS / JACKSON	MAYSVILLE	19.0	2,007	\$ 32,133.76	\$ 30,757.94	\$ 34,026.47	30%
1	BARROW	(UNINCORPORATED)	454.0	51,045	\$ 753,422.77	\$ 756,519.49	\$ 831,410.62	30%
1	BARROW	BETHLEHEM	10.0	706	\$ 12,588.31	\$ 13,348.80	\$ 15,826.36	30%
1	BARROW	CARL	5.0	227	\$ 4,837.83	\$ 5,469.06	\$ 7,164.22	30%
1	BARROW	STATHAM	22.0	2,743	\$ 50,818.96	\$ 38,088.96	\$ 41,890.28	30%
1	BARROW	WINDER	99.0	17,029	\$ 192,124.62	\$ 194,061.22	\$ 216,357.38	30%
1	BARROW / GWINNETT	AUBURN	40.0	7,614	\$ 87,230.22	\$ 88,462.43	\$ 91,777.70	30%
6	BARTOW	(UNINCORPORATED)	840.0	72,851	\$ 1,292,686.04	\$ 1,312,963.26	\$ 1,409,938.76	30%
6	BARTOW	ADAIRSVILLE	35.0	4,918	\$ 63,700.82	\$ 63,692.44	\$ 69,937.48	30%
6	BARTOW	CARTERSVILLE	136.0	21,141	\$ 252,542.90	\$ 258,179.24	\$ 283,829.87	30%
6	BARTOW	EMERSON	17.0	1,587	\$ 28,286.63	\$ 27,808.37	\$ 29,203.99	30%
6	BARTOW	EUHARLEE	25.0	4,345	\$ 49,415.83	\$ 51,140.98	\$ 54,901.69	30%
6	BARTOW	KINGSTON	8.0	654	\$ 11,883.15	\$ 12,054.39	\$ 13,191.30	30%

GDOT District	County	City	Total Mileage*	Population**	2018 LMIG Formula Amount	2019 LMIG Formula Amount	2020 LMIG Formula Amount	Required LMIG Match
3	HENRY	STOCKBRIDGE	99.0	29,638	\$ 265,676.20	\$ 270,121.69	\$ 291,306.61	30%
3	HOUSTON	(UNINCORPORATED)	512.0	54,983	\$ 826,595.60	\$ 840,190.88	\$ 922,271.45	30%
3	HOUSTON	CENTERVILLE	37.0	7,776	\$ 88,334.78	\$ 90,037.28	\$ 89,251.70	30%
3	HOUSTON / PEACH	PERRY	130.0	17,377	\$ 208,980.72	\$ 226,103.39	\$ 254,478.36	30%
3	HOUSTON / PEACH	WARNER ROBINS	348.0	75,797	\$ 757,355.21	\$ 771,317.59	\$ 855,263.07	30%
4	IRWIN	(UNINCORPORATED)	461.0	5,808	\$ 485,825.04	\$ 525,863.74	\$ 570,657.96	10%
4	IRWIN	OCILLA	43.0	3,590	\$ 64,356.50	\$ 56,972.80	\$ 71,347.56	10%
1	JACKSON	(UNINCORPORATED)	595.0	41,612	\$ 827,782.37	\$ 873,374.09	\$ 939,320.29	30%
1	JACKSON	ARCADE	14.0	1,930	\$ 25,457.28	\$ 32,626.39	\$ 27,753.87	30%
1	JACKSON	COMMERCE	60.0	6,932	\$ 98,365.83	\$ 101,314.99	\$ 110,983.45	30%
1	JACKSON	HOSCHTON	16.0	1,916	\$ 20,631.18	\$ 25,008.44	\$ 29,996.62	30%
1	JACKSON	JEFFERSON	82.0	11,704	\$ 148,689.07	\$ 154,335.42	\$ 164,934.32	30%
1	JACKSON	NICHOLSON	16.0	1,825	\$ 24,998.64	\$ 25,640.81	\$ 29,455.70	30%
1	JACKSON	PENDERGRASS	3.0	515	\$ 7,723.17	\$ 11,141.58	\$ 6,550.16	30%
1	JACKSON	TALMO	4.0	255	\$ 4,165.43	\$ 5,612.03	\$ 6,167.67	30%
1	JACKSON / GWINNETT / BARROW / HALL	BRASELTON	39.0	11,652	\$ 100,556.54	\$ 106,746.24	\$ 114,617.01	30%
2	JASPER	(UNINCORPORATED)	471.0	11,129	\$ 546,259.70	\$ 559,173.67	\$ 613,916.36	30%
2	JASPER	MONTICELLO	23.0	2,676	\$ 38,192.19	\$ 38,943.45	\$ 42,655.01	30%
2	JASPER	SHADY DALE	3.0	235	\$ 4,422.06	\$ 6,587.50	\$ 4,885.81	30%
5	JEFF DAVIS	(UNINCORPORATED)	522.0	10,622	\$ 602,496.46	\$ 610,660.23	\$ 670,214.77	10%
5	JEFF DAVIS	DENTON	6.0	248	\$ 7,604.68	\$ 7,716.94	\$ 8,452.03	10%
5	JEFF DAVIS	HAZLEHURST	49.0	4,159	\$ 72,729.42	\$ 73,624.09	\$ 81,707.64	10%
2	JEFFERSON	(UNINCORPORATED)	545.0	8,519	\$ 615,598.16	\$ 621,824.46	\$ 684,462.90	10%
2	JEFFERSON	AVERA	4.0	223	\$ 7,506.40	\$ 5,474.56	\$ 5,977.46	10%
2	JEFFERSON	BARTOW	4.0	256	\$ 5,570.29	\$ 5,656.02	\$ 6,173.62	10%
2	JEFFERSON	LOUISVILLE	25.0	2,177	\$ 37,948.12	\$ 37,713.86	\$ 42,014.86	10%
2	JEFFERSON	STAPLETON	10.0	394	\$ 13,624.33	\$ 12,762.58	\$ 13,971.80	10%
2	JEFFERSON	WADLEY	24.0	1,894	\$ 35,551.16	\$ 35,921.22	\$ 39,169.70	10%
2	JEFFERSON	WRENS	28.0	1,967	\$ 39,203.35	\$ 39,551.49	\$ 44,255.55	10%
2	JENKINS	(UNINCORPORATED)	412.0	5,924	\$ 460,624.48	\$ 473,922.94	\$ 514,361.37	10%
2	JENKINS	MILLEN	29.0	2,759	\$ 45,906.08	\$ 46,132.49	\$ 50,126.26	10%
2	JOHNSON	(UNINCORPORATED)	423.0	5,468	\$ 467,411.21	\$ 472,588.87	\$ 524,443.65	10%
2	JOHNSON	KITE	4.0	230	\$ 5,373.73	\$ 5,502.05	\$ 6,019.07	10%
2	JOHNSON	WRIGHTSVILLE	22.0	3,632	\$ 41,563.24	\$ 43,384.39	\$ 47,174.59	10%



LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) PROGRAM

GENERAL GUIDELINES & RULES

1. The following activities/projects are eligible for LMIG funds:
 - Aggregate Surface Course for dirt road maintenance
 - Bridge repair or replacement
 - Construction supervision & inspection
 - Grading, drainage, base, and paving existing or new roads
 - Intersection improvements
 - Patching, leveling and resurfacing a paved roadway
 - Preliminary engineering (including engineering work for R/W plans and Utility plans)
 - Replacing storm drain pipe or culverts
 - Roadway signs, striping, guardrail installation
 - Sidewalk adjacent (within right of way) to a public roadway or street
 - Signal installation or improvement
 - Turn lanes
 - Utility adjustments or replacement

2. The following activities/projects are not eligible for LMIG funds:
 - Right of Way acquisition for a county or city road
 - Street Lighting
 - Beautification & Streetscapes
 - Walking trails and tracks
 - An alley
 - Landscaping
 - Administrative Services

- ****Locally purchased R/W will be eligible to go toward the 10% or 30% match.*

3. The annual LMIG allocation is based on the total centerline road miles for each local road system and the total population of each county or city as compared with the total statewide centerline road miles and total statewide population. To ensure the GDOT uses current mileage numbers for your county or city, it is critical that you keep our Office of Data Transportation updated on any revisions or changes to your local road system.

4. If a Local Government does not submit a project list, they will not receive local assistance for that program year. The unused LMIG funds will be used for emergencies, economic development or school access projects elsewhere in the state, on an as needed basis, as determined by the Commissioner.

5. A 30% match is required to obtain LMIG funds as stated in the Transportation Investment Act (TIA). A 10% match is required for the counties and cities located within a Region that passed a Regional TSPLOST (River Valley Region, Central Savannah River Area, Heart of Georgia- Altamaha Region and the Southern Georgia Region)
For example, if your formula allocation is \$100,000 and your county's match requirement is 30%, then your project list must have a total in value dollar amount over \$130,000.
If the project list you submit does not equal or exceed your Formula Amount plus your required match, you will be asked to resubmit your application.

6. On larger LMIG Projects that include preliminary engineering, right of way, and construction phases shall be completed *as soon as possible* but substantially complete within three (3) years from the date of receiving the LMIG Grant. GDOT expects resurfacing and maintenance type projects to be completed within a year from the date of receiving the LMIG Grant unless it is necessary for the Local Government to combine their fiscal year allocations. Funds can be rolled up to 3 fiscal years, when the project list is approved by GDOT.
7. All preconstruction activities, advertisements, lettings, and quality control of work and materials is the responsibility of the Local Government. *It is important to remember that all of these expenses are eligible for LMIG funds and the match requirements.*
8. Work to be paid with LMIG funds cannot begin until GDOT has issued payment to the Local Government.
9. Wherever practical and feasible, GDOT encourages the use of locally-owned, disadvantaged business enterprises, and veteran owned businesses in any project that is funded in whole or in part with LMIG funds. GDOT asks each Local Government to report, at the end of the year, any DBE usage on LMIG contracts to your local District State Aid Coordinator. This measure is used to assist GDOT in meeting the 2012-2015 Race Neutral DBE Goals. If you have any questions concerning firms that are DBE Certified, visit our website at www.dot.ga.gov.
10. The Local Government shall accomplish all of the design activities in connection with the projects identified on the project list. Design activities must be accomplished in accordance with the applicable guidelines of the American Association of State Highway and Transportation Officials (“AASHTO”) and the Manual on Uniform Traffic Control Devices (MUTCD).
11. Projects located on the state route system shall be constructed in accordance with GDOT design policies & guidelines where applicable. The Local Government shall also be responsible for submitting permit applications to the District Traffic Operations Office or the District Utilities Office if the project is located on a state route.
12. GDOT recommends that any design plans for bridge replacement and structural repairs be reviewed by the State Bridge Engineer prior to construction. If not, final bridge plans and all supporting documents must be submitted to the Local Grants Office in Atlanta. Final plans are forwarded to the Bridge Maintenance Office for use in their biennial inspections. Requests for plan reviews should be coordinated with the Office of Bridge Design located at One Georgia Center, 600 West Peachtree Street, Atlanta, Georgia 30308. Phone (404) 631-1985.
13. All projects identified on the project list shall be constructed in accordance with the GDOT's Standard Specifications Construction of Transportation Systems (current edition), Supplemental Specifications (current edition) and Special Provisions.
14. Authorized representatives of GDOT may at reasonable times review and inspect the work, activities and data collected in connection with the projects identified on the project list, including but not limited to, all reports, drawings, studies, specifications, estimates, maps, and computations prepared by or for the Local Government.
15. All projects on the project list shall be subject to a construction field audit at any time. The audit may be performed by employees of GDOT or by an independent auditor on behalf of GDOT. Local Governments shall make a good faith effort to cooperate with GDOT employees or auditor(s).
16. The Local Government shall submit a project status letter each year to their local GDOT Field District Office. This documentation must be received and approved before subsequent LMIG Grants can be approved.
17. After completion of the LMIG project, the Local Government must:
 - notify their local GDOT Field District Office that the project list is complete and ready to be closed
 - complete a “Statement of Final Expenditures” and submit to the local GDOT Field District Office

18. All inspections, sampling, and testing of the work is the responsibility of the Local Government. Documentation of this work is not submitted to GDOT for review.
19. For questions about the LMIG process, contact the Local Grants Office in Atlanta at 404-347-0240 or call your District State Aid Coordinator. Use the following link to identify your District State Aid Coordinator:

<http://www.dot.ga.gov/PS/Local/LMIG>

20. The LMIG Grant Application must include:

- a cover letter, signed by the Mayor or Commission Chairman identifying the LMIG Grant.

The letter must contain:

- a short description of the project list
- a LMIG Grant Application form
- a Project List

Applications submitted without this information will not be approved. Send the completed Application to your local GDOT Field District Office.