

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

**February 3, 2020**

**6:00 p.m.**

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

<b>I. Call to Order (6:00 p.m.)</b>				
NAME	PRESENT	ABSENT	LATE	ARRIVED
DISTRICT 1 – CARL PENNAMON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
DISTRICT 2 – BRUCE HENRY, 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 – VICE-CHAIR	<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 2**

**IV. Approval of Agenda**

- V. Consent Agenda –**
1. Approval of Minutes:
    - Regular Meeting Minutes, January 6, 2020
  2. Check Register – Check #'s **57250 - 57520**

**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.*

A public hearing will be held for a text amendment to allow lease lots to be eligible for "Lot of Record" status. Gap Family Holdings, LLLP and W.K. Malone has applied for this text amendment.

**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.*

**2020 Census Update – Carole Norris**

## **IX. Regular Agenda**

### **Business Items:**

1. Jasper County Agricultural & Natural Resources Extension Agent Position Funding
2. Jasper County Extension Coordinator/4-H Agent Position Funding
3. Senior Center FY 2020 Budget Amendment – Fundraising Activity
4. Planning & Zoning FY 2020 Budget Amendment – Code Enforcement Training
5. Jasper County Health Department Renovation – CDBG Grant
6. Public Works Shop Design Build Project – Request for Proposal
7. 2020 GDOT LMIG Projects
8. Request approval to close bank accounts for the Senior Center - CDBG Grant
9. FY 2021 Budget Calendar Review and Approval
10. FY 2020 2<sup>nd</sup> Quarter Financial Report
11. Capital Improvements Element and STWP Annual Update for FY 2019 – Adoption
12. Jasper County Voter Precinct Locations Required Electrical Upgrades - Quotes
13. Work Sessions Prior to Board Appointments

## **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)

## **XIV. Adjournment**

**Jasper County Board of Commissioners**  
**January 6, 2020**  
**Regular 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 Doug Luke.

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

**Pledge of Allegiance:**

**Invocation:**

Commissioner Pennamon

**Agenda Approval:**

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

**Consent Agenda:**

**Approval of Minutes:**

Commissioner Jernigan made the motion to approve the Minutes of December 2, 2019 as presented. Commissioner Stunkel seconded; passed unanimously. Commissioner Jernigan made the motion to approve the Called meeting minutes of December 12, 2019. Commissioner Henry seconded the motion, passed unanimously.

**Check Register:**

Commissioner Luke made motion to approve the check register which included Check #'s 56949-57249 for payment, Commissioner Jernigan seconded; passed unanimously.

**Public Hearing:** Commissioner Henry motioned to open the Public Hearing for the second reading of the Hotel-Motel Tax for the Unincorporated Jasper County at 6:05 p.m., Commissioner Stunkel seconded the motion, passed unanimously.

**1. Public Hearing: Hotel - Motel Tax for the Unincorporated Area.**

Mr. Benton stated that this is the second reading of the Hotel-Motel Tax for unincorporated Jasper County. It is a 5% tax on the lodging cost of hotels, tourist camps, cabins, camp grounds, and any place that is considered an overnight stay. One of the caveat is that the proceeds are used for the promotion of tourism, convention, and trade shows. There are specific expenditures that the money can be used for.

**Speaking in Favor:** Tom Joy (Chairman, Chamber of Commerce Board of Directors) - Mr. Joy stated that the Monticello Motel is shut down at the present time. It's not known whether it will reopen as of now. This is a loss of income for the Chamber of Commerce. The Chamber is a Regional Tourist Information Center (RTIC), which means they are responsible for passing out literature to smaller communities. All brochures are centered here for our region. We would like to work toward other

tourism factors for Jasper County as well. They need a budget to be able to handle those factors and this is a good way to get those funds. That way the burden is not on the taxpayers.

**Speaking Against: None**

Commissioner Henry made the statement that code that we are using is the OCGA 4813-51. He asked if this is the state code that we will be using. Mr. Benton stated that that is correct. Mr. Benton stated that authority actually allows for a higher rate than 5%. Commissioner Pennamon stated that if we went higher than 5% we would have to go through legislation. He also stated that we set a later date for the enactment if the board approves because there is a lot of detail involved that has to be worked out (i.e. who is going to do the billing, who we are going to bill, how much will it cost the county to do the billing, and how much will be collecting. We have to make sure that we don't enact something that is going to cost us more money.

Mr. Benton stated that we must set an effective date if the board does approve. Commissioner Henry stated that there is an administrative fee on some of the collections that the county does. He questioned if there will be an administrative fee for this before the money is passed on?

Commissioner Pennamon questioned if these funds will be additional or part of those funds that the county currently pay to the Chamber. Attorney Ozburn stated that funds that come in through this ordinance would have to be spent for tourism. The funds that are currently being spent can be used elsewhere but it is up to the board. Mr. Joy asked if there is any additional tax that is collected with this (i.e. sales tax). He stated that if the county isn't currently doing that, it would behoove the county to do so.

Commissioner Luke motioned to come out of the Public Hearing at 6:14 p.m. The motion was seconded by Commissioner Stunkel, passed unanimously.

**Commissioner's Items:**

**Commissioner Jernigan-** Commissioner Jernigan stated that he was going over the Public Works work schedule and noticed several open tickets. He questioned whether there was some equipment down, wrong time of year, can we find out why. He wants an update on the Public Works shop.

**Commissioner Henry –** Commissioner Henry stated that he visited the Smithsonian and encouraged everyone to visit.

**Commissioner Pennamon-** Commissioner Pennamon stated that he received a confirmation letter from Walton County Tax Commissioner stating that Jasper County will be receiving by March 15<sup>th</sup>, \$131,000 from the Stanton Springs Development and should get another \$20K from TPA.

**Commissioner Stunkel-** None

**Commissioner Luke-** Commissioner Luke stated that we need some potholes patched on Lakeview Drive. He spoke about being able to better leverage for filling the holes. He wants to see the Grade All out to cut limbs.

**Presentations/Delegations: None**

**Regular Agenda:**

**Appointments:**

**Item 1: Appointment of Chairman:** Commissioner Jernigan motioned to appoint Commissioner Carl Pennamon as chairman, Commission Pennamon seconded the motion. The motion failed 2-3. Commissioner Luke motioned to appoint Commissioner Bruce Henry as the Chairman. Commissioner Stunkel seconded the motion, Commissioners Luke, Henry, and Stunkel voted in favor. Commissioner Pennamon and Jernigan against. Passed 3-2.

**Item 2: Appointment of Vice-Chairman-** Commissioner Henry motioned to appoint Commissioner Gerald Stunkel as Vice-Chair. Commissioner Luke seconded the motion. Commissioners Jernigan, Henry, Luke, Stunkel voted for, Commissioner Pennamon voted against. Passed 4-1

**Item 3: Appointment of County Attorney-** Commissioner Pennamon motioned to appoint Attorney David Ozburn as the county attorney. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 4: Appointment of County Clerk-** Commissioner Pennamon motioned to appoint Sharon Robinson as the county Clerk. Commissioner Luke seconded the motion, passed unanimously.

**New Business:**

**Item 1: New Ordinance for a Hotel – Motel Tax for the Unincorporated Area:**

Commissioner Pennamon motioned to approve the adoption of a Lodging Tax Ordinance as described in Sections 17.1 through 17.17 as presented with the effective date of January 1, 2021. Commissioner Luke seconded the motion, passed unanimously.

**Item 2: Board of Assessors Board Appointments:**

The county Tax Assessor Ms. Lynn Bentley stated that there are two board position that are expiring at the end of the month. There were four applications for those position, two from the current board members and two from elsewhere. Ms. Bentley stated that she has already budgeted for the current members' training. If new people are appointed there would be additional cost because the training would be additional. This would be Ms. Breeding's third term and Mr. Stansell's fifth or sixth year.

Mr. Taylor stated that he teaches high school here. He teaches government and wants to see how it works from the inside.

Ms. Breeding stated that she wants to continue to serve as she has. She states that she has been to all of the classes.

Mr. Stansell stated that he has served on the board for about 12 years. He considers it an honor.

Mr. Workman was not present due to a funeral visitation.

Commissioner Jernigan motioned to reappoint Breeding and Stansell to continue on the Board of Assessors. Commissioner Pennamon seconded the motion, passed unanimously.

**Item 3: 911 Authority Communications Status Update:**

Ms. Betty Jump gave an update on the radios. The first phase from Transcom has been completed. She stated that recently it seem that we are going backwards again for some reason. There are a lot of areas in the county where they are not able to transmit. They had Ed Laudon with Laudon Communications to come out along with Chief Finch and a Deputy Bentley to run test. Chris with Transcom seems to think that the issue is the consoles. Ms. Jump stated that they have had the consoles for a while. The consoles were struck by lightning in 2016 and didn't get them back until 2017 so the insides are only 3 years old. Laudon made some suggestions, Waxwing and Hillsboro were programmed the same which caused interference. Laudon could do microwave hops for approximately \$5,000 each once we do the second phase with Transcom. She stated that we need higher antennas. The mobile radios work but we really need our portable to work. Those are the ones where the guys are out of their car.

Commissioner Pennamon questioned whether we can get quotes of what it would cost to get communication from Waxwing to Hillsboro back to the 911 Center. Chairman suggested that the board instruct the 911 Authority to do research on the companies and get recommendation to bring back to the board.

**Item 4: Statewide Mutual Aid and Assistance Agreement:**

Ms. Jump stated that the Mutual Aid is signed every four years. This is signed and in place in order to receive any type of FEMA grant money.

Mr. Benton stated that the County Attorney Mr. Ozburn has reviewed the Agreement.

Commissioner Pennamon motioned to approve Jasper County to participate in the Statewide Mutual Aid and Assistance Program and authorize required signatures to execute the Statewide Mutual Aid and Assistance Agreement extending the agreement until March 1, 2024. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 5: 911 Authority Board Appointment Advertisement:**

Ms. Jump stated that with the county bylaws the county should have 5 people on the 911 board. She is asking the board to advertise for the board positions.

Commissioner Pennamon motioned to authorize Staff to advertise the open position for the 911 Authority Board. Commissioner Stunkel seconded the motion, passed unanimously.

**Item 6: Development Authority of Jasper County Board Appointments Advertisement**

Chairman Henry stated that we have seven positions available that we need to advertise for. Going forward we will be getting board updates for the upcoming quarter starting in March.

Commissioner Stunkel motioned to authorize Staff to advertise the open appointment positions for the Development Authority of Jasper County Board. Commissioner Pennamon seconded the motion, passed unanimously.

**Item 7: Set Qualifying Fees for 2020 Elections**

Chairman Henry stated that we have to set the qualifying fees for the upcoming election. The fees are typically three percent of the base pay for those positions. Currently:

Office	Fee
Sheriff	\$1,616.40
Clerk of Superior Court	\$1,392.25
Tax Commissioner	\$1,392.25
Probate Judge	\$1,392.25
Chief Magistrate	\$1,392.25
County Commissioner	\$ 216.00
Board of Education	\$ 108.00
Coroner	\$ 72.00
Surveyor	\$ 10.00

Commissioner Pennamon motioned to approve Resolution #2020-01-06 (1) setting the Qualifying Fee Schedule for advertisement prior to February 1, 2020. Commissioner Jernigan seconded the motion, passed unanimously.

**Item 8: Resolution in Support of the Creation of the Jasper County Public Facilities Authority**

Mr. Ozburn stated that the when local legislation delegation require a resolution of the local governing board (in our case the Board of Commissioners) whenever local legislation such as this. This just signifies support. We are not creating anything or passing anything other than the resolution.

Chairman Henry stated the board will appoint five board members to the authority. This will help in some of the long term projects where the county cannot go over a year.

Commissioner Luke stated that we collect money from SPLOST over the years and then once it is all collected the cost of the project has increased significantly. This gives a structured way to fund projects.

Commissioner Pennamon stated that the anticipation is that we would use our investment from Stanton Springs to offset the cost for funding this authority which means no additional taxes for the residents.

Commissioner Luke motioned that the Jasper County Board of Commissioners Adopts Resolution 2020-01-06(2) which supports legislation to be introduced into the 2020 General Assembly for the Creation of the Jasper County Public Facilities Authority. Commissioner Stunkel seconded the motion, passed unanimously.

**County Attorney Items:**

Attorney Ozburn stated that Jim Alexander negotiated some of the cell tower agreements. He will investigate to see what is in the files.

**County Manager Items:**

Mr. Benton stated that courthouse exterior envelope renovation project has a detailed timeline to get the bids back to Board of Commissioners. Bid document will be ready by Friday, January 10<sup>th</sup>. The county review by January 14. The bid documents will be sent out publicly via email and advertisement in the newspaper. There will be a mandatory pre-bid meeting February 4<sup>th</sup> in the BOC meeting room. Bid opening February 18. March 2<sup>nd</sup> we plan to have bid proposal for the BOC to consider. He stated that he will have the design build document for the Public Work workshop ready at the February meeting.

**Citizens Comments:**

Stephanie Puckett- 228 Honeysuckle Road, Monticello- transfer of Jasper County ownership to the Development Authority on the cannery and the old health department.

Tom Joy- Hotel-Motel Tax.

David Ivy- 376 Doe Lane, Development Authority property bidding process.

Mandi Tanner- Ms. Tanner stated that she was giving an updated count for the visitors to the Smithsonian. She stated that there has been 1100 visitors. The total visitor count for the year was over 10,000 which was 2,500 more than last year. Brochures were ordered. This is where the Hotel-Motel Tax comes in, it helps to promote the county.

**Executive Session:**

None

**Adjourn:**

Commissioner Luke motioned to adjourn the meeting at 7:43 pm. Commissioner Pennamon seconded the motion, passed unanimously.

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Bruce Henry, Chairman

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Sharon Robinson, Clerk



**Public Hearing - Item 1:**

**Agenda Request – Jasper County BOC**

**Department:** Planning and Zoning

**Date:** February 3, 2020

**Subject:** Allow lease lots to be eligible for "Lot of Record" status

**Summary:** To add lease lots to "Lot of Record" definition in three sections of the ordinance. The lease lot has remained in a consistent configuration and has been depicted on the tax assessor's maps as a discreet parcel, with or without a recorded legal description, since the year 2000. Also under Chapter 119-Zoning/Article VII. – Supplemental Regulations and Modifications/Section 119-379. – Area modifications and utility services for lots of record to include: Prior to transfer of the fee title of a lease lot of record, the lease lot of record must satisfy the requirements of the Jasper County Health Department relative to water supply and sewage treatment. I have included in the attachments the amendments word by word. The added text is the underlined words. The Planning and Zoning Board recommended approval 5-0.

**Background:** The Gap Family Holdings have owned these lots and have been leasing the land out approximately 50-60 years. The homes on the lots belong to the Lessee's and the Gap Family Holdings own the ground the house sits on. The family wants to sell the land to the house owners.

**Cost:**

N/A

**Recommended Motion:**

No motion required as this is the first read.

**Proposed Text Amendments**

**November 19, 2019**

**Below are the proposed text amendments (in this case, additions only) to the Jasper County Code of Ordinances submitted for consideration by the Planning and Zoning Commission and the Jasper County Commission by Pete Malone in order to have long-time lease lots receive the same regulatory treatment as long-time fee simple lots relative to the lot of record definition in the zoning and development ordinance text.**

**Amendment 1:**

**Jasper County, Georgia – Code of Ordinances / Part II – Code of Ordinances / Chapter 105 – development Standards and Regulations / Article II. – Definition of Terms / Section 105-28. – General Definitions.**

**Lot of record means a lot which is part of a subdivision, the plat of which has been recorded in the office of the clerk of the superior court of the county; or a parcel of land described by metes and bounds, the plat or description of which has been recorded in said office; or a leased lot that has remained in a consistent configuration and has been depicted on the tax assessor's maps as a discreet parcel, with or without a recorded legal description, since the year 2000. If a portion of a parcel has been conveyed at the time of the adoption of the ordinance from which this chapter is derived, the remaining portion of the lot or parcel will be considered a lot of record.**

**Amendment 2:**

**Jasper County, Georgia – Code of Ordinances / Part II – Code of Ordinances / Chapter 119 – Zoning / Article I. – In General / Section 119-2. – Definitions.**

**Lot of record means a lot which exists as shown on a plat or described in a deed which has been recorded in the office of the clerk of the superior court of the county, or a leased lot that has remained in a generally consistent configuration and has been depicted on the tax assessor's maps as a discreet parcel, with or without a recorded legal description, since the year 2000.**

**Amendment 3:**

**Jasper County, Georgia – Code of Ordinances / Part II – Code of Ordinances / Chapter 119 – Zoning / Article VII. – Supplemental Regulations and Modifications / Section 119-379. – Area modifications and utility services for lots of record.**

**Where a lot of record at the time of the effective date of the ordinance from which this chapter is derived had less area or less width than herein required for the district in which it is located, said lot may nonetheless be used for a single-family dwelling, provided that all yard and other requirements of**

the district are complied with. If two or more adjoining and vacant lots with continuous frontage are in a single ownership at any time after the adoption of the ordinance from which this chapter is derived and such lots individually are less than the lot width requirements for the district in which they are located, such groups of lots shall be combined and recorded as a single lot of conforming size and the lot or lots in one ownership shall be subject to the requirements of this chapter.

Prior to transfer of the fee title of a lease lot of record, the lease lot of record must satisfy the requirements of the Jasper County Health Department relative to water supply and sewage treatment.

TEXT AMENDMENT APPLICATION  
JASPER COUNTY ZONING ORDINANCE

RECEIVED 11-20-19 2019 TA 002  
LOCATION OF <sup>TRACT</sup> ~~TRACT~~ NA TAX MAP NA  
ACRES NA CURRENT ZONING NA

WHY A TEXT AMENDMENT IS NEEDED: To allow long-time tenants of lease lots to purchase their lots and homes from the current owners.

APPLICANT William K. (Pete) Malone OWNER  
Gar Family Holdings LLC  
ADDRESS 3045 Harding Oak Way ADDRESS \_\_\_\_\_  
Martinez Co. 30907  
PHONE 404-218-4220 PHONE \_\_\_\_\_

THE FOLLOWING DOCUMENTS MUST BE ATTACHED BEFORE APPLICATION CAN BE ACCEPTED:

1. A PLAT OF PROPERTY SHOWING ITS LOCATION, AREA, EXISTING STRUCTURES, AND CURRENT ZONING DISTRICT OF THE PROPERTY AND ALL ABUTTING PROPERTIES. NA
2. A DEED WITH LEGAL DESCRIPTION SHOWING TITLE OF THE PROPERTY. NA
3. FILING FEE OF \$500 PAYABLE TO JASPER COUNTY ZONING OFFICE.
4. A "DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND GIFTS" FORM.
5. IF PROPERTY OWNER AND APPLICANT ARE NOT THE SAME, AN AGENT AUTHORIZATION FORM.

NA

I HEREBY AUTHORIZE THE JASPER COUNTY PLANNING AND ZONING COMMISSION AND STAFF TO INSPECT THE ABOVE-DESCRIBED PROPERTY. IN SIGNING THIS APPLICATION, I HEREBY STATE ALL INFORMATION GIVEN BY ME IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I AGREE TO ABIDE BY ALL LAWS AND ORDINANCES REGULATING USE OF PROPERTY IN JASPER COUNTY.

SIGNATURE OF APPLICANT William K. Malone DATE 11/20/2019  
PUBLIC HEARING BEFORE JASPER COUNTY BOARD OF COMMISSIONERS 2-3-20  
RECOMMENDATION \_\_\_\_\_ CHAIRMAN/DATE \_\_\_\_\_  
APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ CONDITIONS? \_\_\_\_\_

NOTES:



JORDAN ENGINEERING

SCALE 1"=100'  
DECEMBER 26, 2002  
LEAVE LOTS 9 AND 10 UNDIVIDED 11/14/03  
Joseph County, Georgia  
Georgia Middle District 296  
Land Lot 184, District 18  
AND WILLIAM K. MALONE  
GWENDOLYN KEY MALONE  
OF SURVEY FOR:  
SHEET 2 OF 2

TRACT 1  
56.68 ACRES  
(LEASE LOT AREAS EXCLUDED)

1	LINE BEARING DISTANCE
2	LINE BEARING DISTANCE
3	LINE BEARING DISTANCE
4	LINE BEARING DISTANCE
5	LINE BEARING DISTANCE

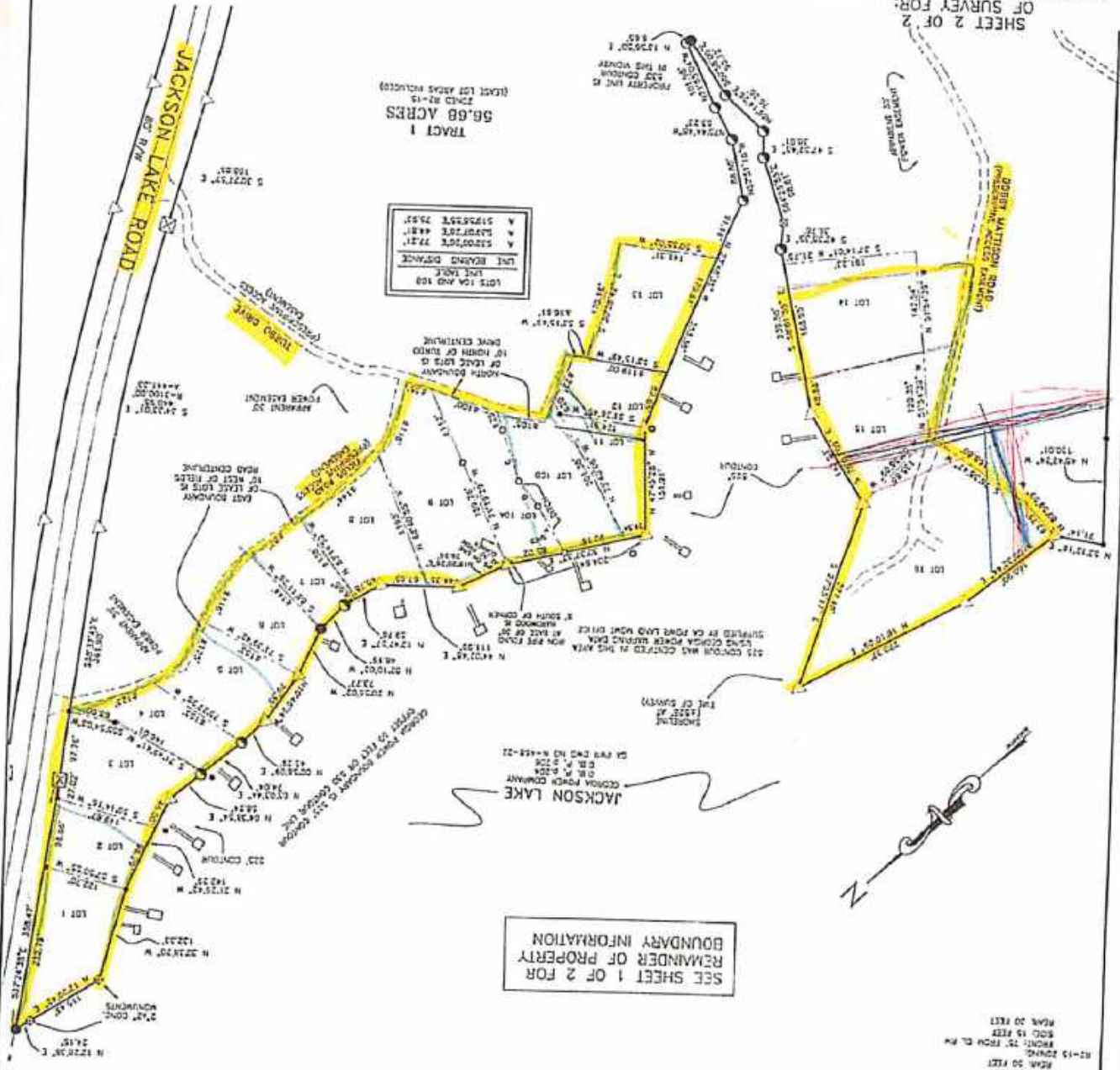
SEE SHEET 1 OF 2 FOR  
REMAINDER OF PROPERTY  
BOUNDARY INFORMATION

- LEGEND
- 1" IRON PIPE FOUND
  - 5/8" SOLID ROD (REBAR) FOUND
  - 5/8" SOLID ROD (REBAR) SET
  - △ BEARING CHANGE (NO PIN SET)
  - ADJOINING PROPERTY LINE
  - OVERHEAD POWER
  - POWER POLE
  - P.O.B. POINT OF BEGINNING
  - DB DEED BOOK
  - PLAT BOOK
  - BL. BUILDING LINE
  - LL LAND LOT
  - CA POWER MARKER

DEED RECORD: 20 2-21, 2-22 (TRACT 1)  
PLAT RECORD: 10 4-11, 2-422  
RECORD: 100 200, 2000, 11  
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS  
A BEARING ERROR OF 1" PER 1000 FEET, AND  
AND AN ANGLE ERROR OF 1" PER 1000 FEET.  
THIS PLAT HAS BEEN CALCULATED FOR CORRECTION AND  
IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN  
THOUSAND FEET FOR EACH ONE HUNDRED FEET THAT THE  
FIELD DATA WAS COLLECTED USING ANCHOR  
DIMS-211 ELECTRONIC TOTAL STATION  
FIELD SURVEY COVERED THE VIEW  
ALMOST 14, 2002.  
BUILDING STRUCK DIMENSIONS:  
AD 2000;  
POINT: 100' FROM CL. IN  
200' 20' FEET  
10-15 2000;  
200' 20' FEET  
200' 20' FEET  
200' 20' FEET

A 24-foot unsharpened bluffer is rebarbed  
at the time of section from the top of  
each bank on both sides of creek  
for erosion control purposes.  
TRACT 1 OF THIS REPORT IS LOCATED IN A REGIONAL  
AND TRACT 2 IS LOCATED IN  
THE 10-15 ZONING DISTRICT.  
AS REPORTED BY THE JACOBSON COUNTY  
ZONING ORDINANCE NO. 10-15.  
PORTIONS OF THIS REPORT ALONG THE SOUTHWEST  
CORNER OF THE SUBJECT PROPERTY AS SHOWN ON MAP PAVL 100519  
WAS A 100-YEAR FLOODPLAIN AS DETERMINED FROM  
FLOOD ELEVATION RECORDS MAP PAVL 100519  
5122 B FOR ASPEN COUNTY, COLORADO.

SITE LOCATION MAP



## **Agenda Request – Jasper County BOC**

**Department:** County Extension

**Date:** February 3, 2020

**Subject:** Jasper County Agricultural & Natural Resources Extension Agent Position Funding

### **Summary:**

Kasey Hall, Jasper County Extension Coordinator, is seeking the county's financial support to continue to fund the Jasper County ANR (Agricultural & Natural Resources) Extension Agent position that was recently vacated by Charlie Todd on January 3, 2020 when he resigned to take another job. A Request for Verification of County Salary form is provided that outlines the county's financial obligation which includes salary, retirement through TRS (Teacher's Retirement System of Georgia), and FICA.

### **Background:**

When a County Extension Agent position becomes vacant, UGA requires the County Extension Coordinator to confirm that the county is still committed to funding the position so that it can be advertised and filled in the future. The Request for Verification of County Salary form must be signed by a county official and returned to Kasey so that she can send it to the Northeast District Office in Athens.

### **Cost:**

\$19,318.50 which includes the county annual salary of \$15,000.00, \$3,171.00 retirement, and \$1,147.50 FICA.

Funding is included in the FY 2020 Budget for the Extension Office.

### **Recommended Motion:**

Authorize Chairman to sign the Request for Verification of County Salary from UGA Extension to continue funding the Agricultural and Natural Resources Extension Agent for Jasper County as presented.





1225 South Lumpkin St, Hoke Smith Bldg, Rm. 302 • Athens, GA 30602  
 E-mail: nedist@uga.edu • 706-542-3179 Phone • 706-542-1612 Fax

**County to Complete and Return to the Northeast District Office**  
**Request for Verification of County Salary**

Date: January 13, 2020  
 To: Kasey Hall, Jasper County Extension Coordinator  
 From: Bobby Smith, Northeast District Extension Director

Please confirm/verify the county funding by filling in the form below and signing/dating it and fax back to my office (mail the original to my office). If the salary figure is different, place the correct amount in the form below. If you have a letter from your county commissioners/board of education verifying the county funding, please fax it with this form also. Retain a copy of the completed form in your county files and also give a copy to the county funding body.

County:	Jasper	
Position Title/Number:	ANR Agent	
Hours worked per week:	40 hours/week	
Employee Replaced: Charlie Todd	Termination Date: February 11, 2020	
County Salary: \$15,000.00	\$15,000.00 Co. Commissioners	\$ Board of Education
Plus Faculty/Staff Benefits: <b>Employer Rate</b> Teachers Retirement or Optional Retirement System 7/1/19 21.14% (Employee 6.0%)	\$3,171.00 Retirement	
<b>Employer Rate</b> Social Security 7.65% As of <b>1/1/2011</b> County Pays Social Security & Medicare Directly (UGA will no longer bill for this)	\$1,147.50 Social Security	
County Travel Allocation:	\$	
<b>TOTAL COUNTY FUNDING:</b> Salary, benefits, travel	\$19,318.50	
CEC Signature & Date:	Kasey Hall 1/17/2020	
County Official Signature & Date:		

**Fax completed form to the District Office and then place the original in the mail.  
 Keep a copy for the county office files and give a copy to the County Funding Body  
 (Board of Commissioners or Education)**

## **Agenda Request – Jasper County BOC**

Department: County Extension

Date: February 3, 2020

Subject: Jasper County Extension Coordinator/4-H Agent Position Funding

### **Summary:**

Kasey Hall, Jasper County Extension Coordinator/4-H Agent, is requesting that the county designate salary savings dollars from this year's budget to help partially fund her salary from UGA and to ultimately fund her position in the future in the same way that the Jasper County ANR Extension Agent position is funded because of the lack of financial support from an endowment when her position was first created with UGA.

### **Background:**

The Jasper County 4-H Agent position was created in 2008 through an endowment at UGA that was to provide the salary for the position, which made it completely unique from other County Extension Agent positions in the state that are jointly funded by the counties and UGA. Because all of the support never materialized to fund this endowment years ago, this position has had to be supported by the state. The Northeast District Extension Director is requesting that some of the funds available through salary savings from Charlie Todd's ANR Agent position this year be reallocated to help support the Jasper County 4-H Agent position through the end of this fiscal year. Going forward we would like to request that the 4-H Agent position be jointly funded by Jasper County and UGA since the state cannot continue to fund this position. (Please see the attached file for more information.)

### **Cost:**

\$5,000.00 from salary savings dollars already in Jasper County Extension's 2020 budget that are now available through the vacancy of the ANR Agent position in February. Requesting these funds as a first step to help support the Jasper County 4-H Agent position this fiscal year. In the future, we will be requesting that this position be partially funded by Jasper County in the same way that the ANR Agent position is funded through the county and UGA like other Extension Agent positions in the state.

### **Recommended Motion:**

Board Discretion



## A History of the Jasper County 4-H Agent Position and Proposal

By Kasey Hall, Jasper County Extension Coordinator

The Jasper County 4-H Agent position has a special history to it because it is unlike any other Extension Agent position in the state. It was created in late 2007/early 2008 and set up so that the salary for the position would be paid entirely through an endowment set up through UGA through its foundation. Other County Agent positions in Georgia are funded jointly by counties paying at least the minimum specified salary set by UGA at that time with the other portion of the salary coming from UGA. This particular endowment to fund the Jasper County 4-H Agent position was established through a financial gift from a couple that had had close ties to the Jasper County Extension office and another entity. Since there was not a 4-H Agent position in place in Jasper County prior to this, there was a full time 4-H Program Assistant and a part-time 4-H Program Assistant on staff to lead the local program. Their positions were funded by the county with one receiving partial funding from UGA.

This couple was widely recognized for their financial contribution to UGA and Extension, and the 4-H Agent position in Jasper County was advertised through UGA in the spring of 2008. I was working with University of Tennessee Extension as a 4-H Agent in a county just outside of Knoxville, and I was notified of it by a friend who was working at the state 4-H office in Georgia. She knew I was looking to move back to Georgia to work with 4-H. I am originally from southwest Georgia and had previously worked for seven years as a 4-H Agent in Worth County before moving to Tennessee. I was looking to move to a small rural county back home in Georgia, so the Jasper County 4-H Agent position sounded like the perfect fit for me.

I came down to Athens to interview and learned about the uniqueness of the position regarding its funding and establishment by a couple and another entity. The District Extension Director at the time also informed me that he and Greg Williams (the Jasper County Manager then) had to redirect some county dollars locally, and I learned there would only be a county funded 30 hour a week 4-H Program Assistant to help in local program delivery with the elimination of the other position. I was offered the job as the new 4-H Agent and started here on July 1, 2008. Due to local budget cuts our Extension office has faced over the years, we lost the county dollars that funded the 4-H Program Assistant position. It was funded first at 30 hours a week and then later reduced to 19 hours a week before we eventually lost the position entirely.

Several years ago I learned from a previous District Extension Director that the funding for my position was having to be covered by our district (and ultimately through

the state) at that time because of the money not coming from the endowment as promised to pay my salary. He didn't seem overly worried then, and I thought everything was going to be okay. I had learned that the Director of Development with UGA's College of Agricultural and Environmental Sciences had been working with this couple for some time regarding the funding. I then learned in the fall from our current District Director that the funds from the UGA Foundation never materialized, and one source that had originally set up the endowment had never paid their portion. This meant that the state had been covering my salary for years because this financial commitment didn't come through as intended and advertised.

Because of this shortfall and the state not being able to continue to fund my position into the future long term, I was asked to approach Jasper County to see what could be done to ultimately make this 4-H Agent position like the other Extension Agent positions in the state, which means being jointly funded by UGA and the cooperating county. With our Ag Agent position currently vacant since Charlie Todd left at the beginning of January, we will have salary savings dollars in our county budget from his position through June. We don't anticipate that this position will be able to be advertised and filled before the end of this fiscal year. Because of the current financial climate at the state level, we aren't even sure when it will be advertised. For these reasons, I've been asked to see if \$5,000.00 in these salary savings could be reallocated to help fund my position locally through the end of this fiscal year to help alleviate the burden that the state has been carrying for me for years now by covering my salary in full.

For next fiscal year and into the future, our District Extension Director is requesting that the Jasper County Board of Commissioners make the 4-H Agent position here like our Ag Agent position (and other Agent positions in Georgia) and fund both at the local level at \$15,000.00 each with our remaining salary portion to come from UGA. The current minimum that a county must contribute to a County Agent position is \$18,000.00, but our District Extension Director has readjusted this salary number to this lower figure as a compromise for us. The required FICA and TRS (Teacher's Retirement System of Georgia) amounts would be additional expenses on top of the salary figures.

## **Agenda Request – Jasper County BOC**

**Department:** Senior Center

**Date:** 2/3/20

**Subject:** Senior Center FY 2020 Budget Amendment – Fundraising Activity

### **Summary:**

The Senior Center had an ending balance in fundraiser for FY19 of \$3,670.00. We are requesting to move that balance to our FY2020 Budget in the fundraiser line item.

### **Background:**

Every year the members do fundraisers to raise funds for activities that are not funded in our regular budget, such as field trips, arts & crafts, games, and special events. The community donates toward these fundraisers in good faith that the funds will be spent as committed.

### **Cost:**

FY 2019 Fund Balance was increased by \$3670.00 from FY 2019 fundraising activities  
FY 2020 Budget Amendment would allow FY 2020 expenditures to be increased by \$3670.00  
\$00.00 additional cost is created when combining both years' activities together

### **Recommended Motion:**

Board Discretion

**BUDGET AMENDMENT  
FOR FISCAL YEAR 2020**

Commission approved a budget for fiscal year 2020 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		\$3,670.00

Adopted this \_\_\_\_\_ of \_\_\_\_\_ 2019.  
Day Month

\_\_\_\_\_  
BOC Chair

\_\_\_\_\_  
Finance Manager

**Agenda Request – Jasper County BOC**

**Department:** Planning & Zoning

**Date:** February 3, 2020

**Subject:** Planning & Zoning FY 2020 Budget Amendment – Code Enforcement Training

**Summary:**

P&Z Director is asking for an increase of \$1120.00 in the P&Z FY 2020 Education and Training Budget. This is required training for Code Enforcement.

Funding would come from an increase of FY 2020 P&Z revenue over budgeted revenue

**Background:**

**Cost:**

\$1120.00

Funded from additional FY 2020 P&Z Revenue over budgeted.

**Recommended Motion:**

Approve increasing the Planning and Zoning Budget for education and training GL # 100-700-07410-00052-523700 to allow additional code enforcement training.

**BUDGET AMENDMENT  
FOR FISCAL YEAR 2020**

Commission approved a budget for fiscal year 2020 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 Planning & Zoning Department budget by the following:

<u>GL ACCOUNT- PLANNING &amp; ZONING</u>	<u>Debit</u>	<u>Credit</u>
100-700-07410-00052-523700 Education & Training		\$1,120.00

<u>GL ACCOUNT- PLANNING &amp; ZONING</u>	<u>Debit</u>	<u>Credit</u>
100-032-32200-00032-322120 Zoning & Land Use	\$620.00	
100-032-32200-00032-322150 Commercial Building License	\$300.00	
100-032-32200-00032-322180 Cell Tower	\$200.00	

Adopted this \_\_\_\_\_ of \_\_\_\_\_ 2020.  
Day Month

\_\_\_\_\_  
BOC Chair

\_\_\_\_\_  
Finance Manager

## **Agenda Request – Jasper County BOC**

**Department:** Health Department

**Date:** February 3, 2020

**Subject:** Jasper County Health Department Renovation – CDBG Grant

### **Summary:**

Jasper County was awarded a 2019 CDBG grant with the project scope of purchasing and renovating an existing building that would better serve the health needs of the residents of Jasper County.

The architectural firm of Carter Watkins worked closely with the Jasper County Health Department Staff to determine renovations needed to improve the building's ability to serve as the Jasper County Health Department.

The CDBG program requires the Jasper County BOC to review and approve the final renovations drawings.

### **Background:**

The Georgia Department of Community Affairs approved and awarded the 2019 CDBG grant to Jasper County.

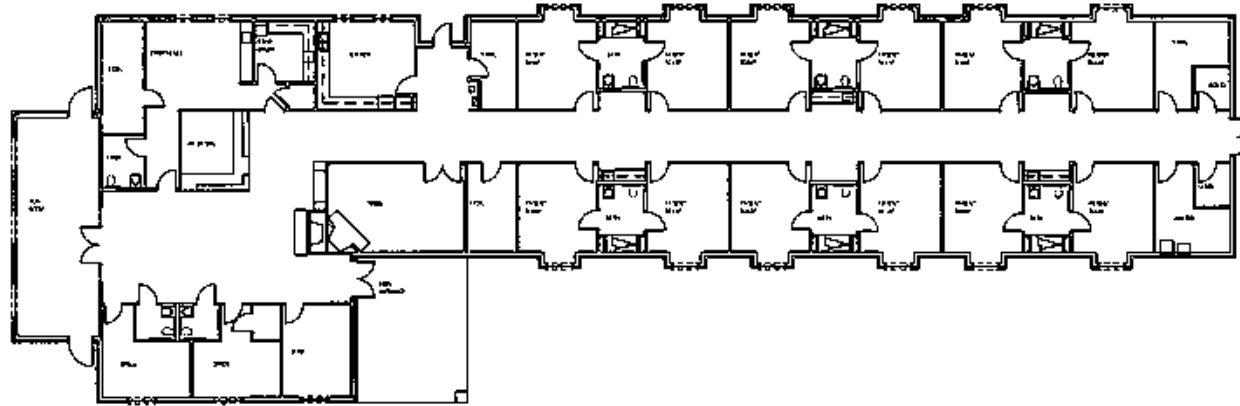
### **Cost:**

Renovations cost to be funded by the 2019 CDBG Grant.

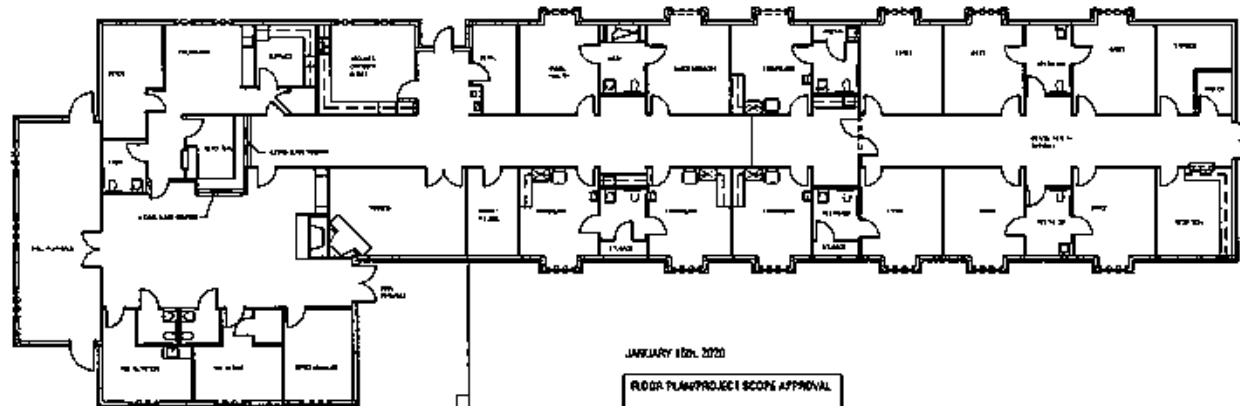
### **Recommended Motion:**

Authorize the Chairman to sign the final renovation drawings for the Jasper County Health Department dated 1-16-20.

# JASPER COUNTY HEALTH DEPARTMENT



1 EXISTING FLOOR PLAN



2 PROPOSED FLOOR PLAN

JANUARY 15th, 2020


FLOOR PLAN/PROJECT SCOPE APPROVAL


Jasper County Health Department \_\_\_\_\_ Date \_\_\_\_\_  
 Jasper County Board of Commissioners \_\_\_\_\_ Date \_\_\_\_\_

ALL WORK SHALL BE IN ACCORDANCE WITH THE  
 2018 ADA ACT AND ALL APPLICABLE REGULATIONS.  
 ALL WORK SHALL BE IN ACCORDANCE WITH THE  
 2018 ADA ACT AND ALL APPLICABLE REGULATIONS.  
 ALL WORK SHALL BE IN ACCORDANCE WITH THE  
 2018 ADA ACT AND ALL APPLICABLE REGULATIONS.

REVISION	NUMBER	DATE	BY	REMARKS

CONSULTANTS


**CARTER WATKINS ASSOCIATES ARCHITECTS, INC.**  
 1000 W. BROADWAY, SUITE 1000  
 MONTICELLO, GEORGIA 31054  
 PHONE: 706.885.1111 FAX: 706.885.1112

SEAL  


**JASPER COUNTY HEALTH DEPARTMENT**  
 MONTICELLO, GEORGIA

SHEET TITLE:	DATE:
PROPOSED & EXISTING FLOOR PLAN	01/16/20
PKT/PTD	

SCALE:



**Agenda Request – Jasper County BOC**

**Department:** Public Works

**Date:** February 3, 2020

**Subject:** Public Works Shop Design Build Project – Request for Proposal

**Summary:**

Jasper County BOC Staff was directed to work with Jordan Engineering to develop a plan to build a new Public Work Shop and bring the plan back to the BOC for approval to publish.

Staff and Jordan Engineering have developed a plan to accomplish the goal of building a new Public Works Shop.

Primary plan components:

Invitation to Design-Build Bid

Complete Site Plan

Design Build Specifications

Bid Submittals Due Date – Thursday, March 19, 2020

**Background:**

Jasper County Public Works' current shop building is inadequate for operating as a County Shop.

**Cost:**

Based on bids received

**Recommended Motion:**

Authorize Staff to publish the Invitation to Design-Build Bid for Jasper County Public Works Shop as presented.



## Invitation to Design-Build Bid for Jasper County Public Works Shop Building Jasper County, Georgia

### I - Advertisement

February 3, 2020

The Jasper County Board of Commissioners will accept sealed bids to perform pre-designed site work and perform design-build construction for a new Jasper County Public Works shop building on Mack Tillman Drive in Jasper County. The project scope will include site grading, design and building construction, storm drainage system installation, erosion control, minor utility extensions, and associated tasks.

Bidders shall deliver a signed and sealed bid package by **2:00 p.m. on Thursday, March 19<sup>th</sup>, 2020** to:

Mike Benton, County Manager  
Jasper County Board of Commissioners  
126 W. Greene Street, Suite 110  
Monticello, GA 31064  
(706) 468-4900

Bids received after the time and date cited above will be considered late and will not be accepted. The bid envelope should be clearly marked "**Shop Building Bid.**"

Please direct requests for an Invitation to Bid, building specifications, and civil site plans to Robert Jordan at Jordan Engineering, Inc. ([robert@jordan-eng.com](mailto:robert@jordan-eng.com)). The Invitation to Bid, building specifications, and civil site plans are available in pdf format at no cost upon request. Hard-copy, full-sized Invitation to Bid and plan sets will be provided by Jordan Engineering upon request for \$175 per set.



## II - Bid Specification

### Jasper County Public Works shop building

- 1 Project Scope.** The Jasper County Board of Commissioners proposes to construct a new Public Works Shop Building (Shop Building) at their existing public works facility at the south end of Mack Tillman Drive. All work will be performed on Jasper County owned property. The project will include, but may not be limited to:

#### Civil site work

- Demolition: minor demolition including removal of a few sections of chain-link fencing; stripping of gravel for grading and site preparation, and coordination with Central Georgia EMC for the relocation of an overhead power line.
- Clearing and grading: a new drainage swale will be constructed near the existing E911 call center building to divert flow from an existing headwall eastward and into a natural drainage swale and away from the proposed building site. In addition, the area of the building site will be reshaped to form the building pad and create a new access road to the gravel storage area west of the building. A temporary sediment basin and storm system outfall will be created southwest of the building site. A gross earthwork calculation (existing surface versus finished surface) indicates about 900 cubic yards of earthmoving (stripping, graveling, and concrete not considered).
- Utilities installation: a new storm drain system will be installed; a new 2" water tap and service line will be installed; a new septic system will be installed; an existing power line will be re-routed; and propane gas service will be installed.
- Paving: The only proposed pavement will be the concrete building pad and the concrete aprons around the building.
- Landscaping/fencing: The only proposed landscaping will be grassing and site stabilization as called for in the erosion control plans. Some new 6' chain-link fencing and a new gate will be installed.
- Pavement striping: parking striping will be required for the concrete aprons.
- Misc.: Project management, erosion control, traffic control to maintain site access, protection of existing infrastructure, site cleanup, and permanent stabilization as depicted in the site plans and in accordance with Jasper County and State of Georgia standards and specifications.

**Design-build construction of 60 x 80 public works shop building**

- Design a metal-frame shop building based on general specifications provided herein
- Construct and finish the shop building based on your design

The contractor shall furnish labor, materials, licenses, equipment, tools, and power to accomplish said scope.

**2 General Bid Information.**

**2.1 Bid Solicitation.** Jasper County requests sealed bids for performing the site work and designing/building the shop building as described in the Project Scope section above and as shown in civil site plans prepared by Jordan Engineering, Inc. (Attachment A) and based on building general specifications (Attachment B).

**2.2 Invitation to Bid Contents.** This Invitation to Bid with referenced attachments for the Jasper County Public Works Shop Building project includes the following items:

- 2.2.1** I - Advertisement
- 2.2.2** II - Bid Specification
- 2.2.3** III - Bid Tabulation
- 2.2.4** IV - Signature Page
- 2.2.5** V – Insurance Requirements
- 2.2.6** VI – Subcontractors List
- 2.2.7** VII – Bid Bond
- 2.2.8** Attachment A – Civil site plans and details for Jasper County Public Works Shop Building sitework prepared by Jordan Engineering, Inc.
- 2.2.9** Attachment B – Building general specifications to be used by Contractor in designing and constructing a new shop building

**2.3 Bid Submission.** A sealed and signed bid package must be submitted to Mike Benton, County Manager, at the Jasper County Commissioners office, 110 W. Greene Street, Monticello, Georgia 31064 no later than **2:00 p.m. on Thursday, March 19<sup>th</sup>, 2020.** Normal office hours are 9:00 am to 4:30 pm Monday through Friday. Bids received after the due date and time will not be accepted. Faxed and emailed bids will not be accepted. Bids must be submitted in a sealed envelope and clearly marked with **Shop Building Bid** on the outside of the envelope. A 5% bid bond and acknowledgement of receipt of any Addenda are required with bid submittal for this project.

**2.4 Evaluation Criteria.** Proposals will be evaluated on criteria deemed to be in the County's best interests to include, but not be limited to:

- 2.4.1** Ability to perform the required work as specified
- 2.4.2** Pricing



- 2.4.3 Contractor qualification and experience
- 2.4.4 Subcontractor qualifications and experience
- 2.4.5 Scheduling
- 2.4.6 Information provided by contractor references

**2.5 Communication with the County.** It is the responsibility of the Contractor to inquire about any part of this Invitation to Bid or the referenced plans that are unclear, incomplete, ambiguous, or are not understood. Responses to inquiries, if they change or clarify the Invitation to Bid in a substantial manner, will be emailed as addenda to all parties that are listed on the planholders list as having received a copy of the Invitation to Bid. It is the contractor's responsibility to ensure that they are included on the planholders list. The County will not be bound by oral responses to inquiries or written responses other than formal addenda. Inquiries about the Invitation to Bid or plans should be emailed to the County Engineer, Robert Jordan, at Jordan Engineering, Inc., [robert@jordan-eng.com](mailto:robert@jordan-eng.com).

**2.6 Costs of Preparation.** The Contractor assumes all the costs of preparation of the proposal and any presentations necessary to the proposal process.

**2.7 Proposal Understanding.** By submitting a bid, the Contractor confirms that the scope, plans, and specifications are understood and adequate, and the Contractor accepts the terms and conditions herein.

**2.8 Right of Rejection.** Jasper County reserves the right to reject any or all bids received as a result of this bid solicitation and reserves the right to waive minor technicalities or irregularities in the bid packages or bid process or to re-advertise for bids at their discretion. The County reserves the right to negotiate modifications to any bid at any time prior to contract award with the contractor whose bid is deemed to best meet the County's specifications and needs. The County intends to award all the work to a single bidder. The County reserves the right to reject any or all bids, in whole or in part, and is not bound to accept the lowest bid if it is determined to be contrary to the best interests of the County.

**2.9 Authorized Signature.** Bids must be signed by an official authorized to bind the Contractor to its provisions for at least 90 days. Failure of the successful bidder to accept the obligation of the contract may result in the cancellation of any award.

**2.10 Addenda.** In the event it becomes necessary to revise or clarify any part of the Invitation to Bid or of the referenced plans, an addendum will be provided **via email** to

each prospective bidder on the list of known Invitation to Bid holders. It is the Contractor's responsibility to confirm the existence and/or number of Addenda prior to the bid submittal and to acknowledge receipt of the Addenda in the bid submittal. Deadlines for submission of bids may be adjusted to allow for revisions. Initialed acknowledgement of each addenda receipt is required on the signature page of the bid package.

**2.11 Format.** Bids should be prepared simply and economically providing a straightforward, concise description of the contractor's ability to meet the requirements of the bid solicitation. Bids shall be written in ink or typewritten.

**2.12 Pricing.** The total lump sum price quotation submitted by each bidder on their bid summary page will not be subject to any price increase from the date on which the bid is opened by the County or its agent until the mutually-agreed-to date of contract unless modifications to the scope of services and associated cost modifications are negotiated and mutually agreed upon by the Contractor and the County in writing. After the start of the project, any change in the project scope, item quantities, or lump sum compensation must be made through execution of a change order signed by the Contractor, the County, and the County Engineer.

**2.13 Pre-Bid Site Inspection.** The Contractor is strongly encouraged to visit and examine the site prior to submission of a bid to assess existing conditions. No allowance or payment will be subsequently made for any site condition that would have been ascertainable by making a pre-bid site inspection. Contractors making site visits should visit and notify County personnel at the Public Works office before entering the gravel yard area.

**2.14 Bonding.** Bids shall be accompanied by a bid bond or certified cashier's check in an amount not less than 5% of the base bid. All bonds shall be by a surety company licensed in Georgia with an "A" minimum rating of performance and a financial strength of at least five (5) times the contract price as listed in the most current publication of "Best's Key Rating Guide Property Liability." Performance and Payment Bonds, each in an amount equal to 100% of the contract price will be required by the County's contract with the successful bidder if a contract is awarded. Failure to submit a bid bond in the bid submittal may be grounds for rejection of the bid.

**2.15 Notification of Contract Award.** The Contractor will be notified of the County Commission's decision regarding the contract award soon after the Jasper County Commission meeting following the bid opening.

**3 Bid Submittal Contents.** The bid submittal shall include the following information. Failure to include this information could result in disqualification:

**3.1 Signed Bid Tabulation.** Submit the Bid Tabulation and Signature Page(s) from this Invitation to Bid including acknowledgement of any relevant Addenda. In addition to the Bid Tabulation pages, we request that you please provide separately a more detailed bid tabulation in your standard company format (if available) that includes more specific breakdown of cost items, unit costs, and subtotals as deemed appropriate to describe the work proposed. The Contractor's unit costs included in the more detailed bid, if not listed in the Invitation to Bid Section IV, Bid Tabulation, may be used to calculate change order costs for any required change orders.

**3.2 Qualifications and Experience.** Contractor shall summarize his or her qualifications, years in business, and experience in providing the level and type of service specified in the bid. Submittal of a list of similar projects recently completed is encouraged. The Contractor shall be prepared to demonstrate that he or she is properly licensed and insured in the state of Georgia.

**3.3 Insurance Certificates.** Provide proof of general liability and workman's compensation insurance in accordance with required provisions (found in Section III – Standard Provisions for Contracts section).

**3.4 References.** Provide at least three owner/client references related to projects of similar size and scope. Include owner or company name, contact name, email, and phone number.

#### **4 Project Management**

**4.1 Public Notification.** Prior to the start of work the Contractor shall notify any adjacent businesses, property owners, and residents that may be directly affected by noise, smell, dust, utility interruptions, traffic interruptions, or other nuisances that may be the result of the proposed work. Pedestrian or vehicular access to any business or residence shall not be impeded for an extended period. Traffic flow in Jasper County roads adjacent to the site shall not be interrupted without the prior County approval. All costs for public notification shall be considered included in various items of work and no additional compensation will be allowed therefore.

In the event the County receives a complaint regarding odor, noise, schedule, interruption of service, or other nuisance related to the project, the contractor will immediately make efforts to resolve the issue to the satisfaction of the County and the complainant. The contractor shall take such action in a cordial manner and address the resident's concerns as completely and appropriately as possible, informing the County Manager of the issue and its resolution status within 24 hours.

**4.2 Traffic Control.** The Contractor shall provide markers, signs, delineators, and barricades necessary to safely control traffic both on Mack Tillman Drive and on the worksite. The Contractor shall be responsible for adequate barricading of the work area and controlling of traffic in the vicinity of the project. Access to the gravel storage and loading yard shall be maintained throughout the project unless approved for short durations by the County Manager or Public Works Director. Full compensation for providing traffic management facilities and maintaining resident access shall be considered paid under various items of work and no additional compensation shall be allowed therefore.

**4.3 Project Schedule.** The Contractor shall begin work within 45 days of the contract execution date. If the contractor anticipates that manufacture, procurement, or delivery of any proposed materials or supplies or any other construction consideration would prevent a start date within 45 days of the contract date, the contractor's bid submittal should clearly indicate an alternate proposed project schedule. Work shall progress steadily in a single phase until completion without significant interruptions or demobilization except as required by weather or other factors beyond the Contractor's control. Failure of contractor to make consistent progress toward work completion shall constitute breach of contract and result in execution of the performance bond.

**4.4 Liquidated Damages.** The Contractor shall complete all work, stabilize the site, complete site cleanup, and demobilize within 200 calendar days of the start of work following receipt of a contract signed by an authorized County official. For each additional working day required to complete the project and demobilize, the Contractor's compensation shall be reduced by \$500. If weather, scope changes, or other circumstances out of the contractor's control changes the time required to complete the work, the Contractor may request, and the County may provide upon its discretion after review and confirmation, additional days to complete the project.

**4.5 Working Hours.** Site work is to begin no earlier than 7:30 am and end no later than 7:00 pm. Work shall not be performed during the weekend without prior approval of the County.

**4.6 Change Orders.** Change order requests by the contractor shall be requested of the County a minimum of two workdays prior to approval or execution.

**4.7 Materials Storage and Erosion Control.** Overnight storage of materials or overnight parking of Contractor vehicles or equipment on Mack Tillman Drive or on the Public Works site will be allowed only in an area or areas pre-approved by the County Manager and/or Public Works Director. Extended exposure of disturbed bare earth beyond 14 working days is not allowed to occur during this project and should be minimized for any length of time. All materials spillage or mud tracking onto Mack Tillman Drive, other



public streets, driveways, and gutters shall be removed or cleared immediately to the satisfaction of the County and as required by the erosion control plan.

**4.8 Waste and Cleanup.** The Contractor shall not allow the site of the work to become littered with trash or waste material and shall maintain the site in a neat and orderly condition throughout the construction period.

**4.9 Toilet Facilities.** Contractor shall provide portable toilet facilities and wash area for his/her forces.

**4.10 Safety.** The Contractor shall perform all the work in accordance with applicable OSHA standards. Emphasis shall be placed upon the requirements for traffic control and trench construction, as applicable.

#### **4.11 Preservation and Restoration of Property**

**4.11.1 Nuisance.** Contractor shall protect nearby properties from harm or damage and take appropriate steps to minimize dust and noise nuisances arising from Contractor's operations.

**4.11.2 Damage.** Damage to trees, shrubs, lawns, and other landscaping improvements outside the planned limits of disturbance caused by the operation of the Contractor or his/her subcontractors shall be Contractor's responsibility and shall be repaired at his/her expense and he/she shall be solely liable therefore. Contractor repairs shall match existing landscaping, construction materials, and methods for landscaping improvements during restoration.

**4.11.3 Repair Compensation.** Full compensation for protecting and repairing property as specified herein and all payments for the protection, repair, or restoration of existing improvements and utilities shall be considered as included in the price paid for other items of work and no additional compensation will be allowed thereof.

#### **4.12 Public Utilities**

**4.12.1 Services.** Contractor shall not interrupt any existing public utilities or private service lines without prior approval of the County and/or utility system owner. Except for unforeseeable interruptions all required interruptions shall be scheduled in advance and the service utility agency shall be given a minimum of six work days advance notice.

**4.12.2 Existing Utilities.** Contractor is responsible for field locating and protecting existing underground and aboveground utilities which may be affected by the work. Special care should be taken to protect the gas line

and communications line(s) near the Jasper County Emergency 911 Call Center building.

**4.12.3 Utility Company Notification.** Contractor shall notify affected utility companies 48 hours in advance of work to be performed within 2 feet or closer to high-risk facilities.

**4.13 Cooperation with Other Work.** The Contractor shall coordinate with the County or other entities with potential nearby ongoing work and shall cooperate with all other Contractors or other forces and to this work so that the operations of both suffer the least interference and delay.

- 5 Correction of Work.** Following completion of work, Contractor shall have no more than thirty (30) calendar days from the Notice of Correction or "Punch List" to correct all deficiencies listed in such notice, unless otherwise agreed by the County. If all required corrections are not completed in the specified timeframe, the County may complete such deficiencies or accept the defective work subject to an equitable deduction from the contract price that may be made therefore by the County.
- 6 Contract Provisions.** If a contract is awarded, the selected bidder should be prepared to enter into a contractual agreement with the County of Jasper having provisions as reflected in the "Proposed Provisions for Contract – Jasper County Public Works shop building Improvements" that are included as a part of this bid specification.
- 7 Rock Removal.** No significant deep earthwork is anticipated to occur in this project and encountering rock is not expected, but the information below defines the rock definition and explains how rock removal should be handled should it occur:

Rock (Definition) – Solid mineral material with a volume in excess of ½ cubic yard that cannot be broken down and removed by use of heavy construction equipment, such as a Caterpillar 215 or equivalent, bulldozer such as a Caterpillar D8K equipped with single tooth hydraulic ripper, ¾ cubic yard capacity power shovel, rooters, et cetera, and without drilling or blasting. Materials which can be loosened with a pick, hard pan, boulders less than ½ cubic yard in volume, chert, clay, soft shale, soft and disintegrated rock and any similar material shall not be considered as rock. (All materials to be considered unclassified or common excavation).

Measurement: Overburden may be removed prior to drilling and blasting, or if the Contractor elects, he may drill and blast prior to removing overburden. Quantities for rock removal will be measured and certified by a registered land surveyor using survey-grade field methods.

**Payment:** No payment will be made for rock removal unless approval is provided in writing through a change order signed by the County Manager. Payment for excavation in solid rock under these specifications shall be made for the quantities determined in the manner specified above at the unit price per cubic yard as stated in the Bid Tabulation. This amount, so paid, shall be compensation in full for furnishing all labor, materials, tools, equipment, services, and other work in connection with or incidental to the construction of this bid item.

**End of Section**



### III - Bid Tabulation

#### Jasper County Public Works Shop Building

Please divide your proposed lump sum bid amount into the following items as you deem appropriate. This Bid Tabulation is **not intended to be a comprehensive list of all items needed to complete the project** but is requested to aid the County in evaluating and comparing bid submittals. It is each contractor's responsibility to confirm items and quantities and to account for items not included in this bid tabulation within your lump sum total bid. Neither the Engineer nor the County are responsible for erroneous quantities or missing items. It is requested, but not required, that each Contractor submit a separate and more detailed line-item bid tabulation with quantities and unit prices in your standard company format:

<u>Item</u>	<u>Qty</u>	<u>Units</u>	<u>Unit Price</u>	<u>Item total</u>
1. Startup, mobilization/demobilization/bonding, project management, etc.	1	LS	\$ _____	\$ _____
<i>Mob/demob misc. subtotal</i>				<i>\$ _____</i>

**Erosion Control**

2. Construction Entr/Exit	2	EA	\$ _____	\$ _____
3. Temp Sed Trap/outlet	1	EA	\$ _____	\$ _____
4. Type A silt fence	297	LF	\$ _____	\$ _____
5. Rip-rap outlet protect.	2	EA	\$ _____	\$ _____
6. Erosion matting	848	SY	\$ _____	\$ _____
7. Inlet sed traps	2	EA	\$ _____	\$ _____
8. Stone Check Dams	7	EA	\$ _____	\$ _____

<u>Item</u>	<u>Qty</u>	<u>Units</u>	<u>Unit Price</u>	<u>Item total</u>
9. Hay Bale Check Dams	5	EA	\$ _____	\$ _____
10. NPDES monitoring	12	Weeks	\$ _____	\$ _____
11. Temporary grassing	2000	SY	\$ _____	\$ _____
12. Permanent grassing	2000	SY	\$ _____	\$ _____
13. Other erosion control	1	LS	\$ _____	\$ _____
14. Maintenance of BMPs	1	LS	\$ _____	\$ _____

**Erosion Control Subtotal** \$ \_\_\_\_\_

**Demolition**

15. Remove C.L. fencing	225	LF	\$ _____	\$ _____
16. Coord pwr relocate	1	LS	\$ _____	\$ _____
17. Demolition (misc items)	1	LS	\$ _____	\$ _____

**Demolition Subtotal** \$ \_\_\_\_\_

**Grading and Sitework**

18. Clearing & grubbing	1.2	AC	\$ _____	\$ _____
19. Strip gravel	4000	SY	\$ _____	\$ _____
20. Grading/earthwork	1	LS	\$ _____	\$ _____

**Grading and Sitework Subtotal** \$ \_\_\_\_\_

**Paving/concrete/curb**

21. Med-duty conc aprons	421	SY	\$ _____	\$ _____
22. Grate inlet apron	3	SY	\$ _____	\$ _____
23. 4" yel parking stripe	222	LF	\$ _____	\$ _____

<u>Item</u>	<u>Qty</u>	<u>Units</u>	<u>Unit Price</u>	<u>Item total</u>
24. 6' conc stop bars	8	EA	\$ _____	\$ _____

*Paving/concrete/curb subtotal* \$ \_\_\_\_\_

**Storm/Utilities**

25. New 18" RCP	171	LF	\$ _____	\$ _____
26. New 24" RCP	194	LF	\$ _____	\$ _____
27. New 8" N12 HDPE	12	LF	\$ _____	\$ _____
28. New 12" Nyloplast JB	2	EA	\$ _____	\$ _____
29. New 48" ped inlet	2	EA	\$ _____	\$ _____
30. New 48" grate inlet	1	EA	\$ _____	\$ _____
31. New Conc HW	1	EA	\$ _____	\$ _____
32. Water service ext	1	EA	\$ _____	\$ _____
33. Septic system	1	EA	\$ _____	\$ _____

*Storm/Utilities subtotal* \$ \_\_\_\_\_

**Other Items/miscellaneous**

34. Site Cleanup	1	LS	\$ _____	\$ _____
35. Traffic Control	1	LS	\$ _____	\$ _____
36. Other/Misc	1	LS	\$ _____	\$ _____

*Other items/miscellaneous subtotal* \$ \_\_\_\_\_

**All civil site work subtotal** \$ \_\_\_\_\_

**Item                      Qty    Units                      Unit Price                      Item total**

**New Shop Building**

37. Design of public works shop building based on specs herein      1      EA      \$ \_\_\_\_\_      \$ \_\_\_\_\_

38. Building construction complete      1      EA      \$ \_\_\_\_\_      \$ \_\_\_\_\_

**All building design-build Subtotal    \$ \_\_\_\_\_**

**Total Lump Sum Bid Amount    \$ \_\_\_\_\_**

(sum of all civil site work subtotal and all building design-build subtotal)

**Total Lump Sum Bid Amount (spelled out in text):**

\_\_\_\_\_

**Company Name:** \_\_\_\_\_



## IV - Signature Page

### Jasper County Public Works Shop Building

#### Certification of Addenda Receipt

Addendum 1 Date: \_\_\_\_\_ Initial to acknowledge receipt \_\_\_\_\_

Addendum 2 Date: \_\_\_\_\_ Initial to acknowledge receipt \_\_\_\_\_

Addendum 3 Date: \_\_\_\_\_ Initial to acknowledge receipt \_\_\_\_\_

#### Bidder Signatures

I have read and understand the requirements of this bid specification and agree to provide the required services in accordance with the specifications herein. The total lump sum bid amount shall include all labor, materials, and equipment to provide the services as described including any travel or per diem expenses, permitting expenses, and any other miscellaneous expense involved.

Submitted by: \_\_\_\_\_  
(Firm Name)

Contractor representative (print name): \_\_\_\_\_

Contractor representative (signature): \_\_\_\_\_  
Date

#### Contractor office address:

Street: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_

ZIP \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_





## **V - Insurance Requirements**

### **Jasper County Public Works Shop Building**

Within 10 days of Notice of Award and throughout the contract period, the Contractor shall obtain, maintain, and furnish to the County certificates of insurance from licensed companies doing business in the State of Georgia with an A.M. Best Rating A-6 or higher and acceptable to the County covering the following:

1. Statutory Workers' Compensation Insurance
  - (a) Employers Liability:
    - Bodily Injury by Accident - \$100,000 each accident
    - Bodily Injury by Disease - \$500,000 policy limit
    - Bodily Injury by Disease - \$100,000 each employee
  
2. Comprehensive General Liability Insurance
  - (a) \$1,000,000 limit of liability per occurrence for bodily injury and property damage Owner's and Contractor's Protective
  - (b) Blanket Contractual Liability
  - (d) Products/Completed Operations Insurance
  - (e) Broad Form Property Damage
  - (f) Personal Injury Coverage
  
3. Automobile Liability
  - (a) \$1,000,000 limit of liability
  - (b) Comprehensive form covering all owned, non-owned, and hired vehicles
  
4. Umbrella Liability Insurance
  - (a) \$1,000,000 limit of liability
  - (b) Coverage at least as broad as primary coverage as outlined under Items 1, 2 and 3 above
  
5. Jasper County, the Contractor, and its subcontractors and affiliated companies, their officers, directors, and employees shall be named on the Certificates of Insurance as additional insured and endorsed onto the policies for comprehensive general liability, automobile liability, and umbrella liability. Insurance must be maintained pursuant

to this Contract in connection with liability of Jasper County and their affiliated companies and their officers, directors, and employees arising out of Contractor's operations. Copies of the endorsements shall be furnished to the County prior to execution of the contract. Such insurance is primary insurance and shall contain a Severability of Interest clause with respect to each insured. Such policies shall be non-cancelable except upon 30 days written notice to the County. Any separate insurance maintained in force by the additional insured named above shall not contribute to the insurance extended by Contractor's insurer(s) under this additional insured provision.

Certificate Holder should read:

Jasper County Commissioners  
126 W. Greene Street, Suite 110  
Monticello, GA 30054



**VI - Subcontractors**  
**Jasper County Public Works Shop Building**

\_\_\_\_\_ does \_\_\_\_\_, does not \_\_\_\_\_  
propose to subcontract a portion of our work on this project. If so, we propose to subcontract  
work to the following Subcontractor(s) and will hold them responsible to meet all requirements  
of the General Contractor.

**Subcontractor 1:** \_\_\_\_\_

General description of the portion work to be subcontracted:

\_\_\_\_\_  
\_\_\_\_\_

Contact/Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

**Subcontractor 2:** \_\_\_\_\_

General description of the portion work to be subcontracted:

\_\_\_\_\_  
\_\_\_\_\_

Contact/Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## VII – Bid Bond

Any singular reference to Bidder, Surety, Owner, or other party shall be considered plural where applicable.

**BIDDER** (Name and Address):

**SURETY** (Name and Address of Principal Place of Business):

**OWNER** (Name and Address):

Jasper County 110 W. Clark Street, Jasper, Georgia 30054

**BID**

Bid Due Date:

Description: Shop Building Improvements

**BOND**

Bond Number:

Date (Not earlier than Bid due date):

Penal sum \_\_\_\_\_ \$ \_\_\_\_\_  
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

**BIDDER**

\_\_\_\_\_  
(Seal)

Bidder's Name and Corporate Seal

**SURETY**

\_\_\_\_\_  
(Seal)

Surety's Name and Corporate Seal

By: \_\_\_\_\_

Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Attest: Signature

\_\_\_\_\_  
Title

By: \_\_\_\_\_

Signature (Attach Power of Attorney)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Attest: Signature

\_\_\_\_\_  
Title

*Note: Above addresses are to be used for giving any required notice. Provide execution by any additional parties, such as joint venturers, if necessary.*

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
  - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
  - 3.2 All Bids are rejected by Owner, or
  - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.

10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

END OF SECTION

# SITE PLANS FOR JASPER COUNTY PUBLIC WORKS NEW SHOP BUILDING

Prepared For:  
**The Jasper County Commission**  
126 W. Greene Street  
Monticello, Georgia 31064  
(706) 468-4900

Prepared By:  
**Jordan Engineering, Inc.**  
144 North Warren Street,  
Monticello, GA 31064  
706-468-8999 robert@jordan-eng.com

JANUARY 31, 2020

REVISION D3

**GENERAL CONSTRUCTION NOTES**

1. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM ALL AGENCIES AND AGENCIES INVOLVED IN THE PROJECT PRIOR TO THE START OF ANY CONSTRUCTION OR BEFORE ANY CONSTRUCTION BEGINS.
2. ALL UTILITIES SHALL BE LOCATED AND DEPTH SHALL BE DETERMINED PRIOR TO THE START OF CONSTRUCTION FROM LOCAL, STATE, AND FEDERAL AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL AGENCIES AND AGENCIES INVOLVED IN THE PROJECT PRIOR TO THE START OF ANY CONSTRUCTION OR BEFORE ANY CONSTRUCTION BEGINS.
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**GRAZING NOTES**

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**DAMAGED FACILITIES**

NOTICE: THESE CONSTRUCTION DOCUMENTS CONSIDER MULTIPLE SHEETS AND IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL SHEETS AND REVIEW ALL SHEETS PRIOR TO THE START OF ANY CONSTRUCTION OR BEFORE ANY CONSTRUCTION BEGINS.

CONSTRUCTION STANDARDS NOTE: THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM ALL AGENCIES AND AGENCIES INVOLVED IN THE PROJECT PRIOR TO THE START OF ANY CONSTRUCTION OR BEFORE ANY CONSTRUCTION BEGINS.



**INDEX TO SHEETS**

SHEET	TITLE
1	COVER SHEET AND NOTES
2	DEMOLITION
3	GEOMETRY AND UTILITIES
4	GRADING AND DRAINAGE
5	STORM PROFILES AND DETAILS
6	PHASE 1 EROSION CONTROL
7	PHASE 2 EROSION CONTROL
8	PHASE 3 EROSION CONTROL
9	EROSION CHECKLIST AND SOIL MAP
10	EROSION CERTIFICATIONS AND INFO
11	EROSION BMP DETAILS
12	GENERAL CONSTRUCTION DETAILS
13	HPDES PERMIT INFORMATION

**LEGEND**

EXISTING	PROPOSED
SOLID LINE/ARROW FOUND	--- (Symbol)
OPEN TOP PIPE FOUND	--- (Symbol)
CONCRETE MONUMENT	--- (Symbol)
IRON PIPE SET	--- (Symbol)
BRASS CHECK / NO SW SET	--- (Symbol)
FRAMEWORK / AAS SET	--- (Symbol)
APPLICABLE SYMBOL	--- (Symbol)
EDGE OF PAVEMENT	--- (Symbol)
OVERHEAD POWER	--- (Symbol)
UNDERGROUND POWER	--- (Symbol)
WATER	--- (Symbol)
SAFETY CENTER	--- (Symbol)
SAFETY MARKER	--- (Symbol)
OVERHEAD TELEPHONE	--- (Symbol)
UNDERHEAD TELEPHONE	--- (Symbol)
U.G. FIBER/OPTIC CABLE	--- (Symbol)
CHARLIS FENCE	--- (Symbol)
WHITE FENCE	--- (Symbol)
WOODEN FENCE	--- (Symbol)
MASONRY WALL	--- (Symbol)
BUILDING	--- (Symbol)
RAILROAD	--- (Symbol)
IRON STORM PIPE	--- (Symbol)
STORM STRUCTURE	--- (Symbol)
SURFACE FLOW	--- (Symbol)
CONTOUR	--- (Symbol)
SOIL	--- (Symbol)
MATERIAL	--- (Symbol)
MALE	--- (Symbol)
FEMALE	--- (Symbol)
ENVIRONMENTAL SHIELD	--- (Symbol)
HARDWOOD TREE	--- (Symbol)
EVERGREEN TREE	--- (Symbol)
OTHER TREE	--- (Symbol)
CONCRETE PAVEMENT	--- (Symbol)
ASPHALT PAVEMENT	--- (Symbol)
BRICK/PAVING/ASPH	--- (Symbol)
SP-RAP	--- (Symbol)

**ABBREVIATIONS**

EE	BLIND END SECTION	NO	NOV OR FORMERLY	AW	FORCE MAIN
WE	WELL PILE	RF	IRON PIPE FOUND (SOLID PIPE)	SAB	GRADED AGGREGATE BASE
DAER	DOUBLE WING GATCH BASIN	RTF	OPEN TOP PIPE FOUND	SW	SLAB VALVE
WACR	TRIPLE WING GATCH BASIN	N/W	RIGHT OF WAY	HW	HEAD WALL
BP	BRICK PILE	WP	WATERPIT	AW	AWAY HOSE
CE	CLEAN OUT	CMP	COMBUSTIBLE METAL PIPE	JB	JUNCTION BOX
FP	FIBERGLASS REINFORCED PLASTIC	KCP	REINFORCED CONCRETE PIPE	AV	AVERT
CP	CLAY PIPE	EDP	EDGE OF PAVEMENT	MS	NOT TO SCALE
AC	ACCESS	PVC	POLYVINYL CHLORIDE PIPE	PL	POINT OF CURVATURE
CS	CLAY PIPE	BSL	BUILDING SETBACK LIMIT	PC	POINT-TO-CLAY
CP	CLAY PIPE PER SIGNING	IP	IRON PIPE	B	BUILDING
FP	FIBER	HP	HIGH PRESSURE	WV	WATER VALVE
		LL	LAND LOT LINE	SD	SEWER

24 Hour Contact Person:  
**PRESTON CAMPBELL**  
Phone: (706) 468-4933

**GEORGIA 811**  
Digging Safely  
Call before you dig.



**COVER AND GENERAL NOTES**

Jasper County Public Works  
New Shop Building  
Jasper County, Georgia

DATE	REVISION

Sheet No. **1**







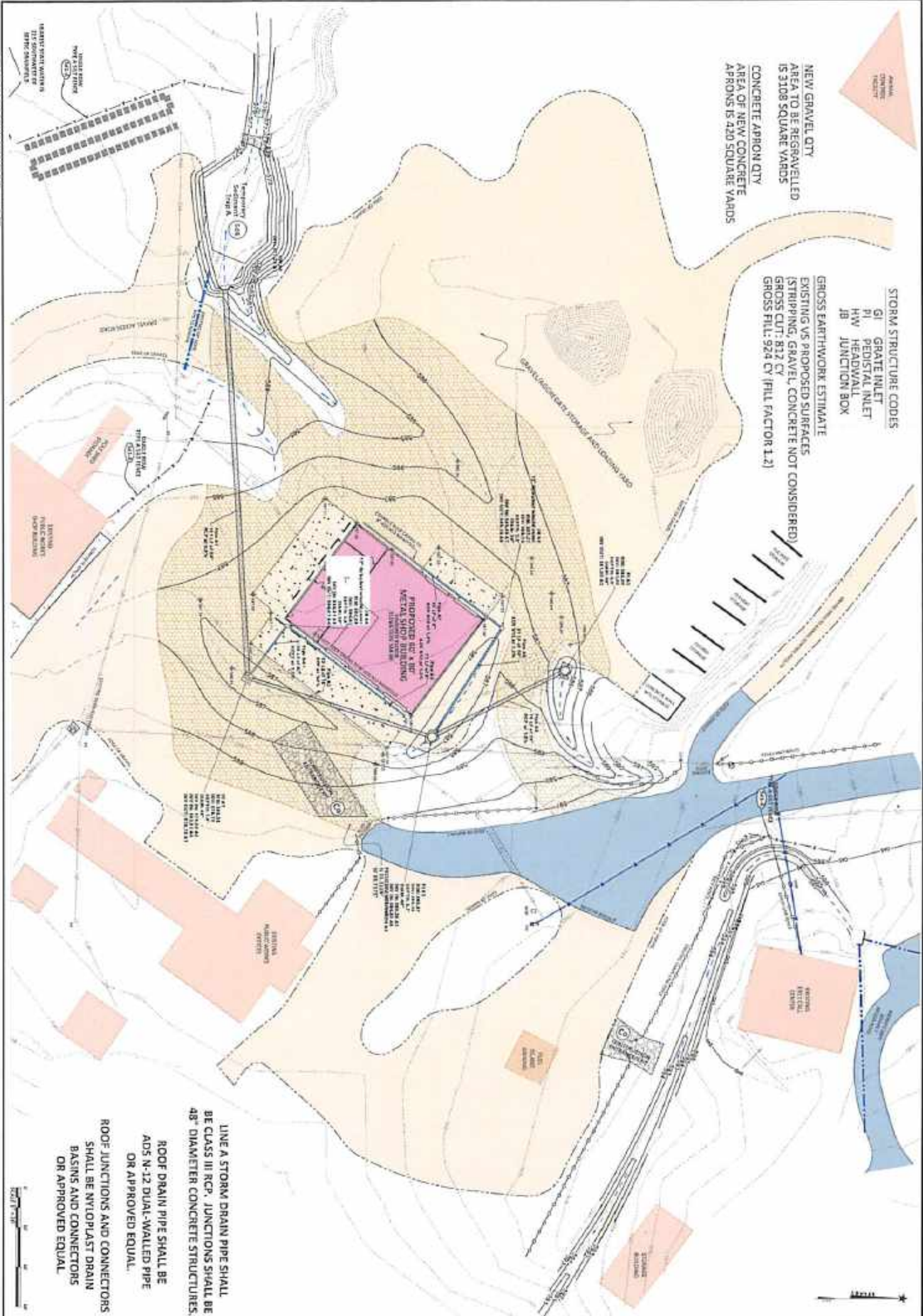




NEW GRAVEL QTY  
AREA TO BE REGRAVELLED  
IS 3108 SQUARE YARDS  
CONCRETE APRON QTY  
AREA OF NEW CONCRETE  
APRONS IS 420 SQUARE YARDS

STORM STRUCTURE CODES  
GI GRATE INLET  
PI PEDISTAL INLET  
HW HEADWALL  
JB JUNCTION BOX

GROSS EARTHWORK ESTIMATE  
EXISTING VS PROPOSED SURFACES  
(STRIPPING, GRAVEL, CONCRETE NOT CONSIDERED)  
GROSS CUT: 872 CY  
GROSS FILL: 924 CY (FILL FACTOR 1.2)



LINE A STORM DRAIN PIPE SHALL  
BE CLASS III RCP. JUNCTIONS SHALL BE  
48" DIAMETER CONCRETE STRUCTURES.

ROOF DRAIN PIPE SHALL BE  
AOS N-12 DUAL-WALLED PIPE  
OR APPROVED EQUAL.

ROOF JUNCTIONS AND CONNECTORS  
SHALL BE NYLON/PLAST DRAIN  
BASINS AND CONNECTORS  
OR APPROVED EQUAL.



Rev	Revision Description	Date
1	ISSUED FOR PERMIT	03/15/24

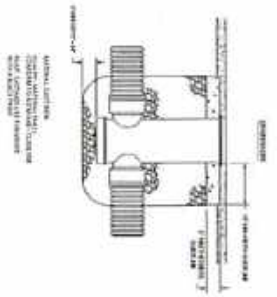
Sheet No. 4

Jasper County Public Works  
New Shop Building  
Jasper County, Georgia

## GRADING AND DRAINAGE PLAN





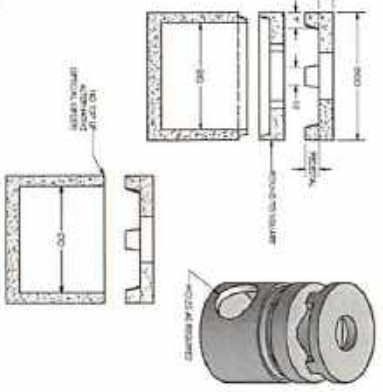


**Nyloplast**



PEDISTAL INLET TOP DETAIL

INLET	INLET	INLET	INLET	INLET	INLET	INLET	INLET	INLET	INLET
12"	15"	18"	21"	24"	27"	30"	33"	36"	39"



**NOTES:**

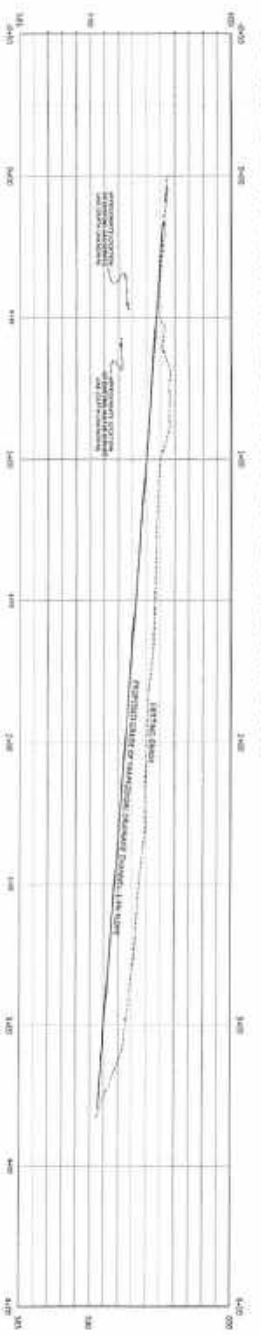
- CONCRETE SHALL BE 3000 PSI COMPACTED TO 95% RELATIVE COMPACTION.
- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.

**DATA SHEET:**

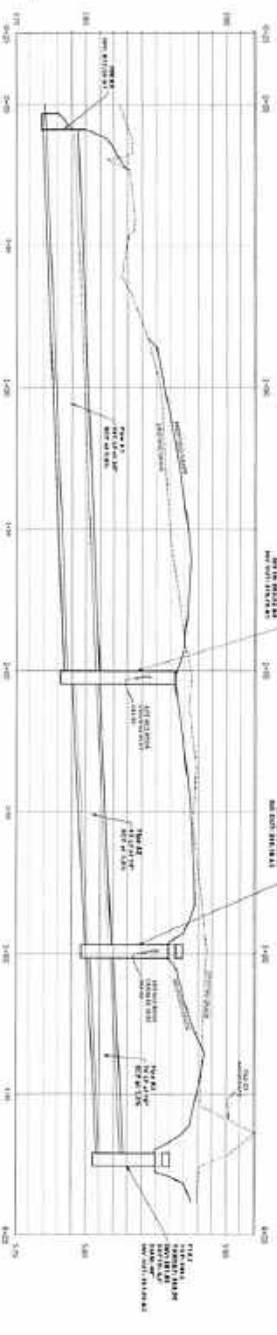
DATE: 10/1/17

PROJECT: 17

**E911 BUILDING DRAINAGE SWALE CENTERLINE PROFILE**



**STORM LINE A PROFILE**



**NYLOPLAST DRAIN BASIN WITH SOLID COVER**

**NOTES:**

- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.

**DATA SHEET:**

DATE: 10/1/17

PROJECT: 17

**CONCRETE HEADWALL**

**NOTES:**

- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.
- INSTALL CURB AND GRATE TO MATCH EXISTING.

**DATA SHEET:**

DATE: 10/1/17

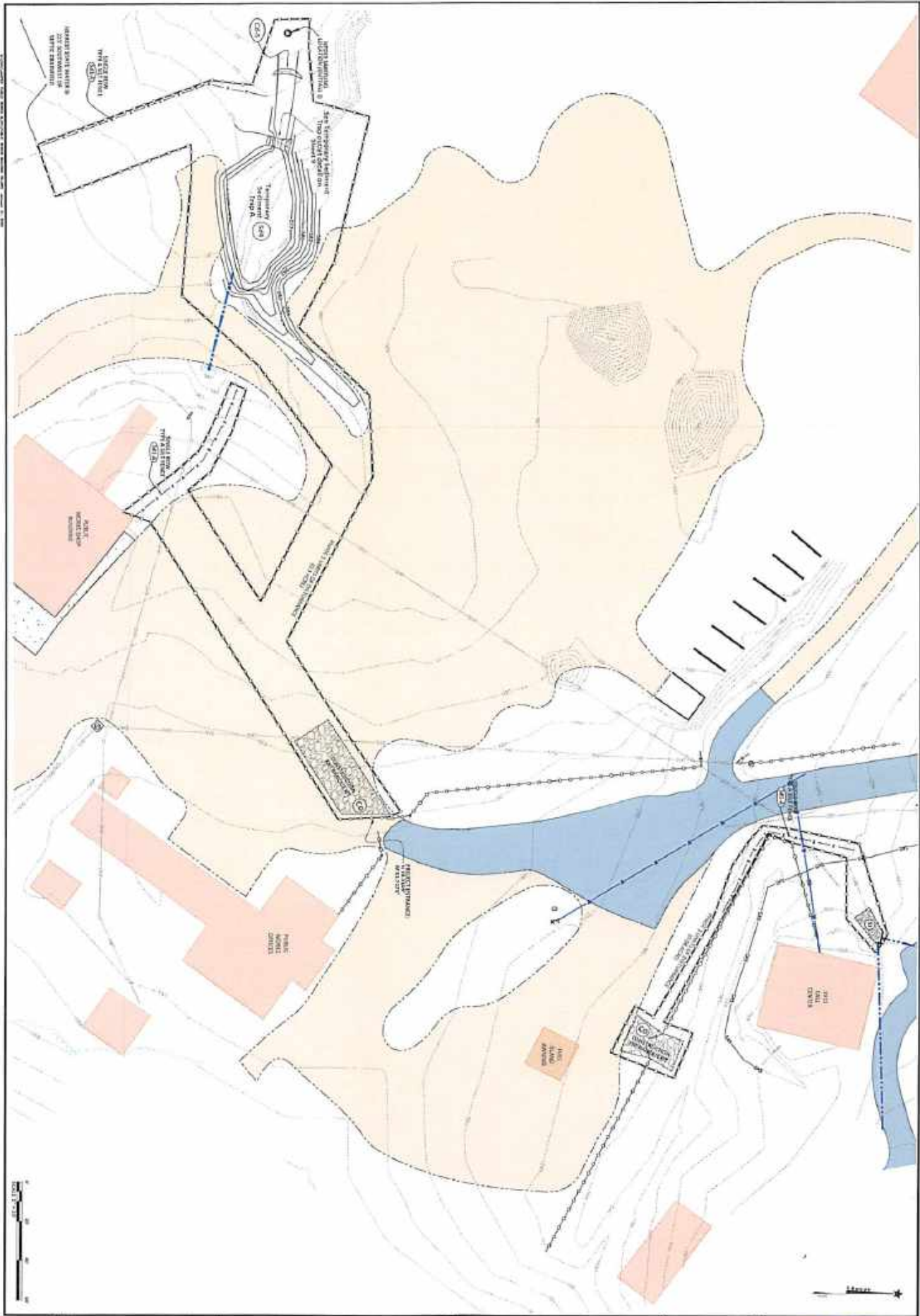
PROJECT: 17

Rev	Revision Description	Date
1	Issued for bid	10/1/17

Jasper County Public Works  
New Shop Building  
Jasper County, Georgia

**STORM DRAIN PROFILES AND DETAILS**





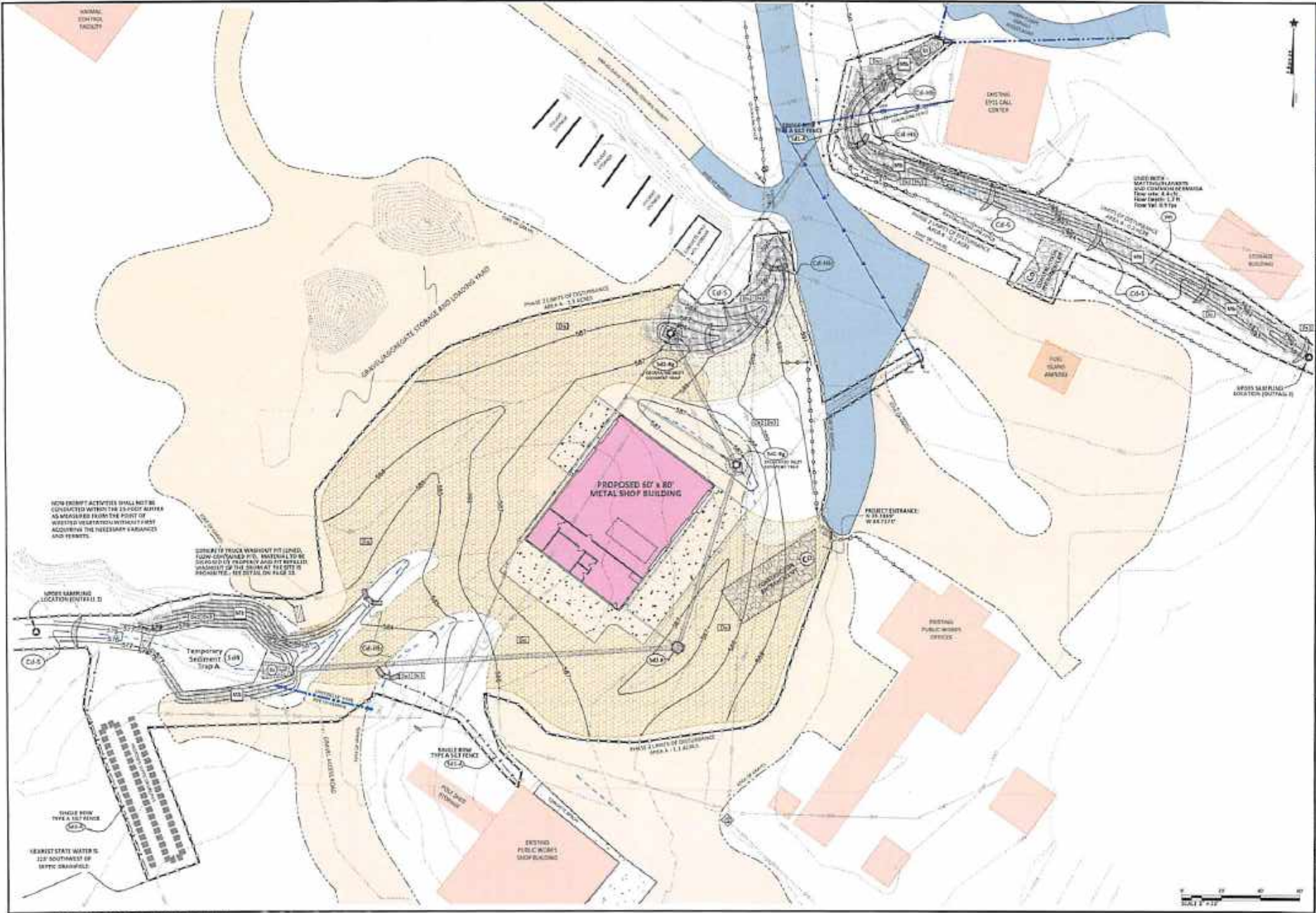
Rev.	Revision Description	Date
1	Initial Design	10/15/2018

Jasper County Public Works  
 New Shop Building  
 Jasper County, Georgia

**EROSION CONTROL PLAN  
 PHASE 1**







NOE EROSION ACTIVITIES SHALL NOT BE CONDUCTED WITHIN THE 25-FOOT BUFFER AS MEASURED FROM THE POINT OF WETTEST NEAREST ADJACENT WATER BODY ACCORDING TO THE NECESSARY VARIANCES AND PERMITS.

CONCRETE TO BE PLACED WITHOUT PIT LINED, TUBES CONTAINED WITH. MATERIALS TO BE DISPOSED ON PROPERTY AND NOT REPAILED. QUANTITY OF THE SUBWAY SITE IS PROMISED - SEE DETAIL ON PAGE 12.

WASTE LAMPING LOCATION (OUTFALL #2)



NEAREST STATE WATER IS 225' SOUTHWEST OF BATTERY DRAINAGE

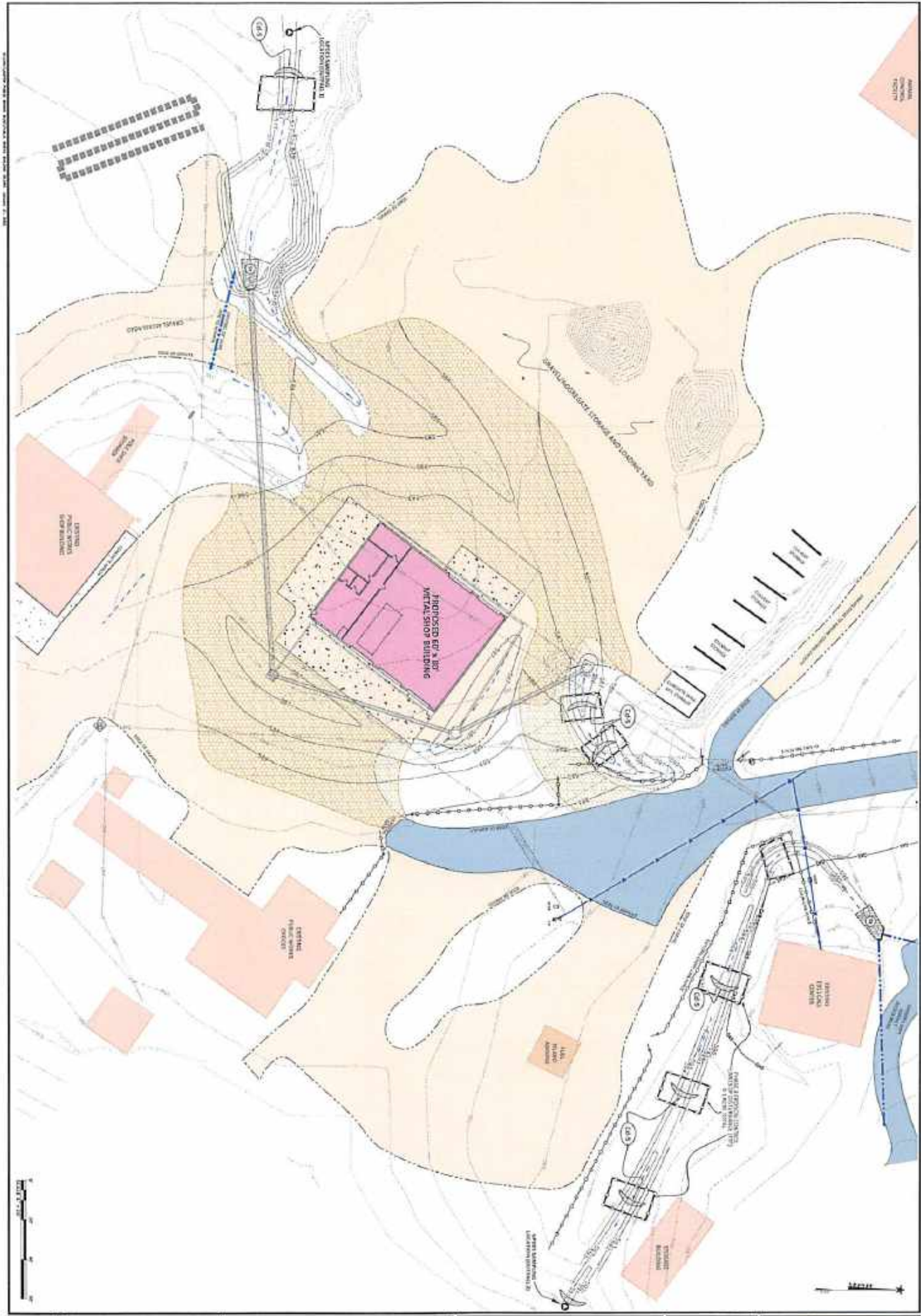


**EROSION CONTROL PLAN  
PHASE 2**

Jasper County Public Works  
New Shop Building  
Jasper County, Georgia

Rev.	Description
1	Initial Issue
2	Revisions

Sheet No. **7**



10/11/2018 10:00 AM 10/11/2018 10:00 AM 10/11/2018 10:00 AM



Rev.	Revision Description	Date
1	Final	10/11/2018

Sheet No.  
**7**

Jasper County Public Works  
 New Shop Building  
 Jasper County, Georgia

**EROSION CONTROL PLAN**  
**PHASE 3**





GENERAL INFORMATION & LOCATION (OWNER NAME, PROJECT NAME, ADDRESS, CITY, STATE, ZIP, COUNTY, PROJECT NUMBER, PERMIT NUMBER, etc.)

Project Name: JORDAN SHOP CONSTRUCTION PROJECT  
 Address: 6000 TULLAH RD., JASPER, GA 30092  
 City/State: JASPER, GA  
 County: JASPER  
 Project Number: 2018-05-001  
 Permit Number: 2018-05-001  
 Date: 05/15/18

Soil Types: 6-15% SLOPES, 2-6% SLOPES, 0-6% SLOPES

1. The proposed building location is situated on a slope of \_\_\_\_\_%.

2. The proposed building location is situated on a slope of \_\_\_\_\_%.

3. The proposed building location is situated on a slope of \_\_\_\_\_%.

4. The proposed building location is situated on a slope of \_\_\_\_\_%.

5. The proposed building location is situated on a slope of \_\_\_\_\_%.

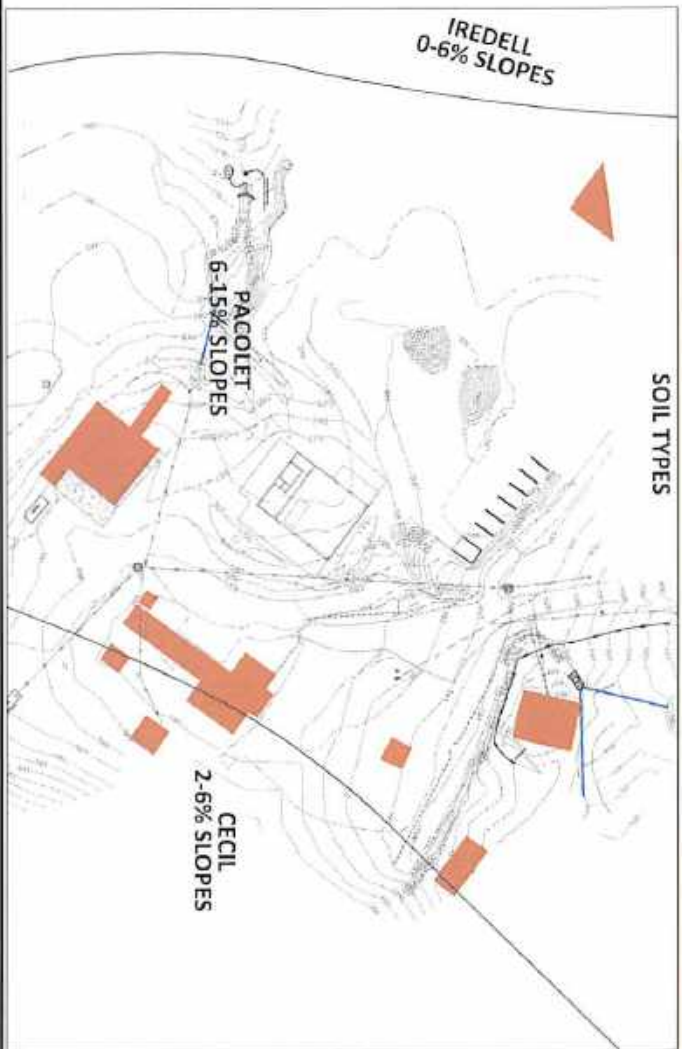
6. The proposed building location is situated on a slope of \_\_\_\_\_%.

7. The proposed building location is situated on a slope of \_\_\_\_\_%.

8. The proposed building location is situated on a slope of \_\_\_\_\_%.

9. The proposed building location is situated on a slope of \_\_\_\_\_%.

10. The proposed building location is situated on a slope of \_\_\_\_\_%.



11. The proposed building location is situated on a slope of \_\_\_\_\_%.

12. The proposed building location is situated on a slope of \_\_\_\_\_%.

13. The proposed building location is situated on a slope of \_\_\_\_\_%.

14. The proposed building location is situated on a slope of \_\_\_\_\_%.

15. The proposed building location is situated on a slope of \_\_\_\_\_%.

16. The proposed building location is situated on a slope of \_\_\_\_\_%.

17. The proposed building location is situated on a slope of \_\_\_\_\_%.

18. The proposed building location is situated on a slope of \_\_\_\_\_%.

19. The proposed building location is situated on a slope of \_\_\_\_\_%.

20. The proposed building location is situated on a slope of \_\_\_\_\_%.

21. The proposed building location is situated on a slope of \_\_\_\_\_%.

22. The proposed building location is situated on a slope of \_\_\_\_\_%.

23. The proposed building location is situated on a slope of \_\_\_\_\_%.

24. The proposed building location is situated on a slope of \_\_\_\_\_%.

25. The proposed building location is situated on a slope of \_\_\_\_\_%.

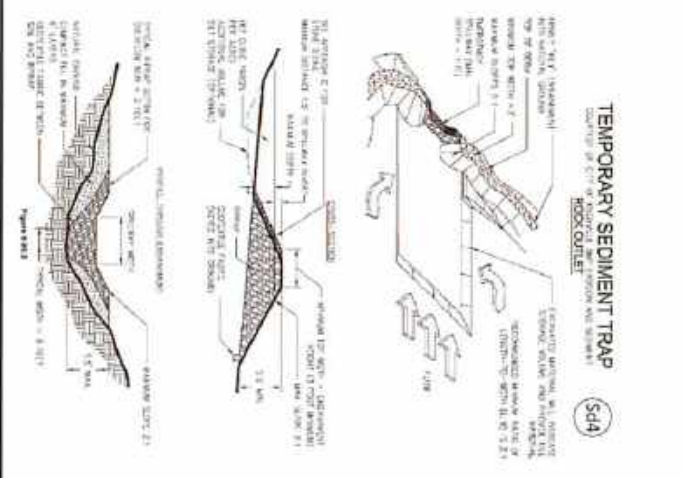
26. The proposed building location is situated on a slope of \_\_\_\_\_%.

27. The proposed building location is situated on a slope of \_\_\_\_\_%.

28. The proposed building location is situated on a slope of \_\_\_\_\_%.

29. The proposed building location is situated on a slope of \_\_\_\_\_%.

30. The proposed building location is situated on a slope of \_\_\_\_\_%.



Rev.	Revision Description	Date
9	Sheet Size	05/15/18

Jasper County Public Works  
 New Shop Building  
 Jasper County, Georgia

EROSION CONTROL  
 CHECKLIST AND SOIL TYPES



**GENERAL SITE INFORMATION:**

1. PROJECT NAME: [REDACTED]
2. PROJECT LOCATION: [REDACTED]
3. PROJECT OWNER: [REDACTED]
4. PROJECT NUMBER: [REDACTED]
5. PROJECT DATE: [REDACTED]
6. PROJECT STATUS: [REDACTED]
7. PROJECT PHASE: [REDACTED]
8. PROJECT BUDGET: [REDACTED]
9. PROJECT RISK: [REDACTED]
10. PROJECT CHALLENGES: [REDACTED]

**RECORDING WATER:**

RECORDING WATER SHALL BE INSTALLED AT THE FOLLOWING LOCATIONS:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. [REDACTED]
10. [REDACTED]

**PREVENT ESCAPE OF SEDIMENT:**

PREVENT ESCAPE OF SEDIMENT SHALL BE ACHIEVED BY THE FOLLOWING MEASURES:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. [REDACTED]
10. [REDACTED]

**7.5-FOOT BUFFERS:**

7.5-FOOT BUFFERS SHALL BE MAINTAINED AT ALL TIMES DURING CONSTRUCTION.

**400 PERMIT:**

400 PERMIT SHALL BE OBTAINED FROM THE LOCAL HEALTH DEPARTMENT.

**ADDITIONAL MEASURES:**

ADDITIONAL MEASURES SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**STABILIZE EXPOSED DISTURBANCE:**

STABILIZE EXPOSED DISTURBANCE SHALL BE ACHIEVED BY THE FOLLOWING MEASURES:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. [REDACTED]
10. [REDACTED]

**AMENDMENTS OR REVISIONS:**

AMENDMENTS OR REVISIONS SHALL BE APPROVED BY THE DESIGNER AND THE LOCAL HEALTH DEPARTMENT.

**POLUTION CONTROL NOTES:**

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]
4. [REDACTED]
5. [REDACTED]
6. [REDACTED]
7. [REDACTED]
8. [REDACTED]
9. [REDACTED]
10. [REDACTED]

**WILL CLEANUP AND CONTROL PRACTICES:**

WILL CLEANUP AND CONTROL PRACTICES SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**HAZARDOUS WASTES:**

HAZARDOUS WASTES SHALL BE HANDLED AND DISPOSED OF IN ACCORDANCE WITH LOCAL REGULATIONS.

**EROSION CONTROL SEQUENCE NARRATIVE:**

EROSION CONTROL SEQUENCE NARRATIVE SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**CONSTRUCTION Activity Schedule:**

Activity	Start Date	End Date
Site Preparation	2023-01-01	2023-01-15
Foundation Work	2023-01-15	2023-02-01
Structural Framing	2023-02-01	2023-02-15
Roofing	2023-02-15	2023-03-01
Interior Finishes	2023-03-01	2023-03-15
Exterior Finishes	2023-03-15	2023-03-31
Final Inspection	2023-03-31	2023-04-01



**CONSTRUCTION ACTIVITY SCHEDULE:**

Activity	Start Date	End Date
Site Preparation	2023-01-01	2023-01-15
Foundation Work	2023-01-15	2023-02-01
Structural Framing	2023-02-01	2023-02-15
Roofing	2023-02-15	2023-03-01
Interior Finishes	2023-03-01	2023-03-15
Exterior Finishes	2023-03-15	2023-03-31
Final Inspection	2023-03-31	2023-04-01

**PRE-DEVELOPMENT RUNOFF COEFFICIENT: 7.0**

**POST-DEVELOPMENT RUNOFF COEFFICIENT: 7.0**

**SEDIMENT STORAGE CALCULATIONS:**

SEDIMENT STORAGE CALCULATIONS SHALL BE PERFORMED AS NEEDED TO PROTECT THE ENVIRONMENT.

**FORMAL PERMIT:**

FORMAL PERMIT SHALL BE OBTAINED FROM THE LOCAL HEALTH DEPARTMENT.

**MAINTENANCE PLAN:**

MAINTENANCE PLAN SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**CONSTRUCTION CONTROL MEASURES:**

CONSTRUCTION CONTROL MEASURES SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**FINAL INSPECTION AND SIGNATURE:**

FINAL INSPECTION AND SIGNATURE SHALL BE OBTAINED FROM THE LOCAL HEALTH DEPARTMENT.

**CONSTRUCTION ACTIVITY SCHEDULE:**

Activity	Start Date	End Date
Site Preparation	2023-01-01	2023-01-15
Foundation Work	2023-01-15	2023-02-01
Structural Framing	2023-02-01	2023-02-15
Roofing	2023-02-15	2023-03-01
Interior Finishes	2023-03-01	2023-03-15
Exterior Finishes	2023-03-15	2023-03-31
Final Inspection	2023-03-31	2023-04-01

**PRE-DEVELOPMENT RUNOFF COEFFICIENT: 7.0**

**POST-DEVELOPMENT RUNOFF COEFFICIENT: 7.0**

**SEDIMENT STORAGE CALCULATIONS:**

SEDIMENT STORAGE CALCULATIONS SHALL BE PERFORMED AS NEEDED TO PROTECT THE ENVIRONMENT.

**FORMAL PERMIT:**

FORMAL PERMIT SHALL BE OBTAINED FROM THE LOCAL HEALTH DEPARTMENT.

**MAINTENANCE PLAN:**

MAINTENANCE PLAN SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**CONSTRUCTION CONTROL MEASURES:**

CONSTRUCTION CONTROL MEASURES SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**FINAL INSPECTION AND SIGNATURE:**

FINAL INSPECTION AND SIGNATURE SHALL BE OBTAINED FROM THE LOCAL HEALTH DEPARTMENT.

**Jasper County Public Works**  
 New Shop Building  
 Jasper County, Georgia

**JORDAN ENGINEERING**

**CONSTRUCTION CONTROL MEASURES:**

CONSTRUCTION CONTROL MEASURES SHALL BE IMPLEMENTED AS NEEDED TO PROTECT THE ENVIRONMENT.

**FINAL INSPECTION AND SIGNATURE:**

FINAL INSPECTION AND SIGNATURE SHALL BE OBTAINED FROM THE LOCAL HEALTH DEPARTMENT.

**Sheet No. 10**

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	2023-01-01
2	ISSUED FOR PERMIT	2023-01-01
3	ISSUED FOR PERMIT	2023-01-01
4	ISSUED FOR PERMIT	2023-01-01
5	ISSUED FOR PERMIT	2023-01-01
6	ISSUED FOR PERMIT	2023-01-01
7	ISSUED FOR PERMIT	2023-01-01
8	ISSUED FOR PERMIT	2023-01-01
9	ISSUED FOR PERMIT	2023-01-01
10	ISSUED FOR PERMIT	2023-01-01



**16) STORMWATER MANAGEMENT (MINIMUM)**

1. Stormwater management shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

**17) ATTACHED AREA STABILIZATION (W/TEMPORARY SEEDING)**

1. Attached areas shall be stabilized with temporary seeding and mulch within 14 days of construction.

2. Temporary seeding shall be applied to all exposed soil surfaces.

3. Temporary seeding shall be applied to all exposed soil surfaces.

4. Temporary seeding shall be applied to all exposed soil surfaces.

**TEMPORARY SEEDING AND FERTILIZING CHART**

Soil Type	Seed (lb/1000 sq ft)	Fertilizer (lb/1000 sq ft)
Class I	1.0	1.0
Class II	1.5	1.5
Class III	2.0	2.0
Class IV	2.5	2.5
Class V	3.0	3.0
Class VI	3.5	3.5
Class VII	4.0	4.0
Class VIII	4.5	4.5
Class IX	5.0	5.0
Class X	5.5	5.5
Class XI	6.0	6.0
Class XII	6.5	6.5
Class XIII	7.0	7.0
Class XIV	7.5	7.5
Class XV	8.0	8.0
Class XVI	8.5	8.5
Class XVII	9.0	9.0
Class XVIII	9.5	9.5
Class XIX	10.0	10.0
Class XX	10.5	10.5
Class XXI	11.0	11.0
Class XXII	11.5	11.5
Class XXIII	12.0	12.0
Class XXIV	12.5	12.5
Class XXV	13.0	13.0
Class XXVI	13.5	13.5
Class XXVII	14.0	14.0
Class XXVIII	14.5	14.5
Class XXIX	15.0	15.0
Class XXX	15.5	15.5
Class XXXI	16.0	16.0
Class XXXII	16.5	16.5
Class XXXIII	17.0	17.0
Class XXXIV	17.5	17.5
Class XXXV	18.0	18.0
Class XXXVI	18.5	18.5
Class XXXVII	19.0	19.0
Class XXXVIII	19.5	19.5
Class XXXIX	20.0	20.0
Class XL	20.5	20.5
Class XLI	21.0	21.0
Class XLII	21.5	21.5
Class XLIII	22.0	22.0
Class XLIV	22.5	22.5
Class XLV	23.0	23.0
Class XLVI	23.5	23.5
Class XLVII	24.0	24.0
Class XLVIII	24.5	24.5
Class XLIX	25.0	25.0
Class L	25.5	25.5
Class LI	26.0	26.0
Class LII	26.5	26.5
Class LIII	27.0	27.0
Class LIV	27.5	27.5
Class LV	28.0	28.0
Class LVI	28.5	28.5
Class LVII	29.0	29.0
Class LVIII	29.5	29.5
Class LIX	30.0	30.0
Class LX	30.5	30.5
Class LXI	31.0	31.0
Class LXII	31.5	31.5
Class LXIII	32.0	32.0
Class LXIV	32.5	32.5
Class LXV	33.0	33.0
Class LXVI	33.5	33.5
Class LXVII	34.0	34.0
Class LXVIII	34.5	34.5
Class LXIX	35.0	35.0
Class LXX	35.5	35.5
Class LXXI	36.0	36.0
Class LXXII	36.5	36.5
Class LXXIII	37.0	37.0
Class LXXIV	37.5	37.5
Class LXXV	38.0	38.0
Class LXXVI	38.5	38.5
Class LXXVII	39.0	39.0
Class LXXVIII	39.5	39.5
Class LXXIX	40.0	40.0
Class LXXX	40.5	40.5
Class LXXXI	41.0	41.0
Class LXXXII	41.5	41.5
Class LXXXIII	42.0	42.0
Class LXXXIV	42.5	42.5
Class LXXXV	43.0	43.0
Class LXXXVI	43.5	43.5
Class LXXXVII	44.0	44.0
Class LXXXVIII	44.5	44.5
Class LXXXIX	45.0	45.0
Class LXXXX	45.5	45.5
Class LXXXXI	46.0	46.0
Class LXXXXII	46.5	46.5
Class LXXXXIII	47.0	47.0
Class LXXXXIV	47.5	47.5
Class LXXXXV	48.0	48.0
Class LXXXXVI	48.5	48.5
Class LXXXXVII	49.0	49.0
Class LXXXXVIII	49.5	49.5
Class LXXXXIX	50.0	50.0
Class LXXXXX	50.5	50.5

**18) SLOPE STABILIZATION (INCLUDED PERMANENT PROTECTIVE)**

1. Slope stabilization shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

**19) TACKERS AND BUNDERS**

1. Tackers and bunders shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

**16) STORMWATER MANAGEMENT (MINIMUM)**

1. Stormwater management shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

1. Attached areas shall be stabilized with temporary seeding and mulch within 14 days of construction.

2. Temporary seeding shall be applied to all exposed soil surfaces.

3. Temporary seeding shall be applied to all exposed soil surfaces.

4. Temporary seeding shall be applied to all exposed soil surfaces.

1. Slope stabilization shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
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- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

1. Tackers and bunders shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
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- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

**17) STORM DRAIN OUTLET PROTECTION**

1. Storm drain outlet protection shall be designed to meet the requirements of the following:

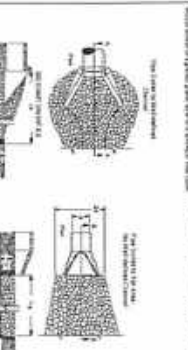
- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

1. Attached areas shall be stabilized with temporary seeding and mulch within 14 days of construction.

2. Temporary seeding shall be applied to all exposed soil surfaces.

3. Temporary seeding shall be applied to all exposed soil surfaces.

4. Temporary seeding shall be applied to all exposed soil surfaces.



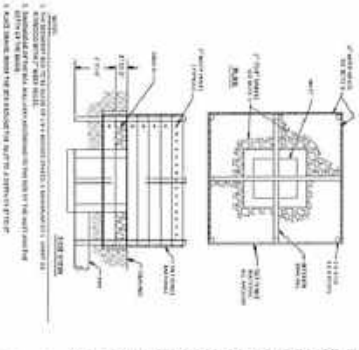
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- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
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- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.

**18) HILT BARRIER FABRIC WALL/FORMING (SLAB)**



1. Attached areas shall be stabilized with temporary seeding and mulch within 14 days of construction.

2. Temporary seeding shall be applied to all exposed soil surfaces.

3. Temporary seeding shall be applied to all exposed soil surfaces.

4. Temporary seeding shall be applied to all exposed soil surfaces.

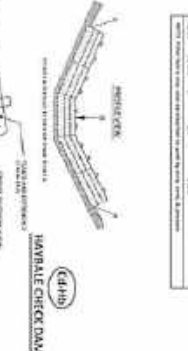
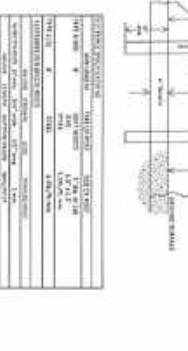
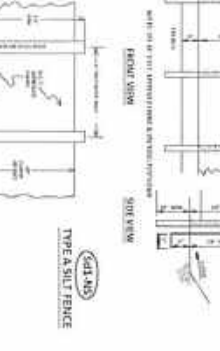
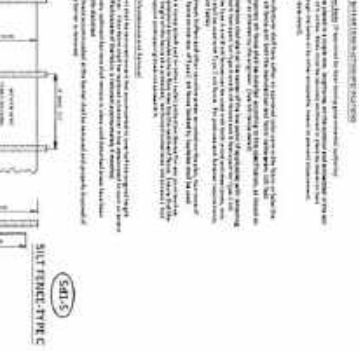


1. Tackers and bunders shall be designed to meet the requirements of the following:

- a. The Georgia Stormwater Management Act (OCGA § 10-6-10) and the Georgia Stormwater Management Regulations (800-3-1-1).
- b. The National Stormwater Management Guidelines (NSMG) published by the National Sanitation Foundation for Environment.
- c. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.
- d. The Georgia Stormwater Management Manual (GSMM) published by the Georgia Department of Transportation.



**19) SEMI-RIGID BARRIERS**



Rev	Revision Description	Date
1	Revised Plans	7/15/11

Jasper County Public Works  
New Shop Building  
Jasper County, Georgia

EROSION CONTROL  
BMP DETAILS









**Attachment B**

**Building Specifications**

**Design Build Services**

The Jasper County Board of Commissioners is requesting competitive sealed proposals for design build services associated with the construction of a new Public Works Shop building.

The submitted proposal should include complete building design and construction of the building.

**Site Work per Approved Plan**

Perform site work per site plan provided by Jasper County prepared by Jordan

**Building Foundation**

Building foundation per design build

Shop Area – 6” thick 4000 psi slab on grade

Office Area – 6” thick 4000 psi slab on grade

HVAC pad

**Building Dimensions**

Jasper County Public Works Shop

Pre-Engineered Metal Building

Length – 80’

Depth – 60’

Height – 21’ at peak

Roof panels – 26 gauge PBR Standing Seam; Galvalume color

Wall panels – 26 gauge PBR; Painted

Shop area inside perimeter walls covering per design build

**Area Square Footage**

Shop Area                    60 x 60                    3600 sq. ft.

Office Area                    20 x 60                    1200 sq. ft.

Office area includes: Director’s office area, shared office area, men’s bathroom, women’s bathroom, hallway and meeting/breakroom as per office layout supplied by Jasper County.

## **Doors & Windows**

### **Overhead Doors:**

Five (5) 14' x 14' model 2500 or equivalent roll up doors with chain hoist lifts.

### **Exterior Doors:**

Two (2) 3' x 7' flush metal doors in metal building wall; standard hardware. Main entrance to meeting/breakroom will have half glass kit.

### **Interior Doors:**

Four (4) 3' x 7'

One (1) 3' x 7' flush metal door in metal building wall; standard hardware. Shop entrance from hallway area to have half glass kit.

Two (2) 4' x 4' windows

## **Thermal and Moisture Protection**

Insulation per Design Build

## **Finishes**

### **Office Area - Design Build:**

Sheet rock - Office area only

Ceilings – acoustical tiles

Flooring – commercial vinyl or equivalent

Painted

## **Mechanical**

### **Plumbing**

Two (2) tank type floor mounted toilets ADA compliant

Two (2) wall mount sinks ADA compliant

One (1) electric water heater sized per design build

Two (2) wall mounted freeze proof hose bibs

Water heater

Wash area plumbing in shop area

### **Office Area**

Heating/Air Conditioning design build

Bathroom exhaust fans

### **Shop Area**

One (1) large center hung fan

Gas fired suspended heaters per design build

One (1) Big Ass Fan or equivalent

Exhaust Fan(s) per design build

## **Electrical**

### **Lighting**

LED Lighting per design build

### **Roof Sky Lights**

Transparent panel per design build

### **List of electrical equipment**

Atlas WB-11/Tire Balancer/(110V)

Atlas TC-229/Tire Changer Machine/(110V)

Enerco/HS1000ID/Diesel Heater/112.-141 BTU/11 Gallon Tank/(110V)

NAPA 85-1010/Battery Charger/12V DC/20/60/40/2AMP/(110V)

Continental Heavy Duty Drill Press/12 Speed/1/2 ton/120Volts/(110V)

Heavy Duty Grinder/Volts 110-220/Cycle 60/5.8 Hp/(110V)

M430XM Presser Washer /600 Gallons per Hrs./20 PSI/8HP/(220V)

Napa Air Compressor/175/Psi/80 Gallons/5HP/230 V Single Phase/(220V)

Mobile Lift /Amps 17-16/280-230 Volts/Rpm 1700/Capacity 14,000 lbs./6350 kg/(220V)

Lincoln ARC Welder/Single Phase 60/Hertz 230/460 Volts/(220V)

### **Special Construction**

Specific placements for 220V connections

Conduit for fuel inventory indicator located in Director's office

Engine hoist track consideration

Concrete pad for air compressor

Concrete pad for HVAC

**Agenda Request – Jasper County BOC**

**Department:** Roads & Bridges

**Date:** February 3, 2020

**Subject:** 2020 GDOT LMIG Projects

**Summary:**

Staff needs final project(s) list determinations for bid preparation for the 2020 LMIG Program Funds.

Project Scope based on Minimum Total Project:

Post Rd	2.7 Miles	FDR, 2 foot widening	\$819,236
---------	-----------	----------------------	-----------

Project Scope based on completing Post Rd to the intersection with SR 142:

Post Rd	4.2 Miles	FDR, 2 foot widening	\$1,274,011
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**Background:**

GDOT 2020 LMIG Funds Received \$613,916

Required 30% County Match \$184,175

Minimum Total Project \$798,091

The BOC at its November 4, 2019 Meeting approved Staff to submit the 2020 LMIG application with Post Rd (CR 362) as the project scope. The application contained the following.

Post Rd	2.7 Miles	Full Depth Reclamation, 2 foot widening	\$819,236
---------	-----------	-----------------------------------------	-----------

**Cost:**

Based on project scope and bids received

**Recommended Motion:**

Board Discretion

*Board of Commissioners  
of Jasper County*

Carl Pennamon  
Bruce Henry  
Don Jernigan  
Gerald Stunkel  
Doug Luke

Courthouse  
126 West Greene Street, Suite 18  
Monticello, GA 31064  
Phone (706)468-4900 Fax (706)468-4942

Mike Benton  
County Manager

Georgia Department of Transportation  
Office of Local Grants  
600 West Peachtree Street, NW  
Atlanta, Georgia 30308

December 18, 2019

Re: *Jasper County 2020 LMIG Submittal*

Please accept this letter and the attached application and project priority list for the Jasper County 2020 Local Maintenance and Improvement Grant (LMIG) submittal. A time schedule is also included on the project priority list.

The County proposes the following roadway to utilize 2020 LMIG funding. The County will bid the roadway and utilize the LMIG funding and matching funds from the County. The work performed will be from this list but the final length and section will be determined based upon bids received and available funds.

1. Post Road (2.70 miles)

Proposed 2020 improvements include full-depth reclamation with 2-foot widening, asphalt surfacing, striping, shoulder improvements, and grassing.

The 2019 LMIG-funded project, surface treatment resurfacing of 5.3 miles of Goolsby Road, was awarded in April 2019 to Georgia Asphalt, Inc. (which later became C.W. Matthews Contracting Co., Inc.). As of this date, the 2019 project is 100% complete.

Thank you for your assistance with this request. Please contact Mike Benton, County Manager, or me should you have any questions or need additional information.

Sincerely,



Carl Pennamon  
Chairman, Jasper County Board of Commissioners

rj



**2020 LMIG PROJECT PRIORITY LIST AND SCHEDULE  
JASPER COUNTY**

ROAD NAME	BEGINNING	ENDING	LENGTH (Miles)	DESCRIPTION OF WORK	PROJECT COST \$	PROJECT SCHEDULE
Post Road	At intersection of Post Road with Jeffries Road	2.70 miles north of Jeffries Road (about 1.5 miles south of Hwy 142)	2.7	Full-depth reclamation with 2-foot widening, asphalt surfacing, striping, shoulder work, and grassing.	\$819,236	RFP in 1/2020, Contractor select 3/2020, Construction 5/2020
				Total:	\$819,236	

2020 GDOT LMIG allotment for unincorporated Jasper County: \$613,916.36  
 Minimum Jasper County match (30% of allotment): \$184,174.91  
 Minimum contract amount to use entire allotment: \$798,091.27

# Jasper County 2020 LMIG

## Engineer's Cost Estimate - Post Road north section

PROJECT NAME	Post Rd - north section	
PROJECT LOCATION	Jasper County	2.7 miles
Estimate Date	12/18/19	22' pavement width (2' widening)
LMIG Grant Year	2020	

<u>Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
1	Mobilization/Demob; project management; bonding; other misc items	1	LS	\$35,000.00	\$35,000.00
2	Traffic Control, signage, etc.	1	LS	\$22,000.00	\$22,000.00
3	Grading Complete (2' shoulder) includes pre-mill topsoil strip	5.40	LM	\$5,500.00	\$29,700.00
4	Full-depth (10") reclamation of base	34848	SY	\$7.10	\$247,420.80
5	Portland cement (type 1 or 2) 47.5 lbs/sy (includes prime coat)	828	TN	\$160.00	\$132,422.40
6	Asphalt overlay: 12.5 mm SP recycled asphalt 2" thickness (220 lb/sy)	3833	TN	\$80.00	\$306,662.40
7	Temporary and permanent grassing	2.7	AC	\$3,500.00	\$9,450.00
8	Thermo Traffic Stripe 5 in white (edge)	5.40	LM	\$2,600.00	\$14,040.00
9	Thermo Traffic Stripe 5" yellow (dlb centerline)	2.70	LM	\$5,200.00	\$14,040.00
10	Thermo Stripe 24" (stop bar)	0	LF	\$150.00	\$0.00
11	Geotechnical testing and support	1	LS	\$8,500.00	\$8,500.00
<b>Total Project Cost</b>					<b>\$819,235.60</b>

cost per mile \$303,420.59

2ft widening, 22' FDR, 2" overlay, striping, shoulders.



144 N WARREN ST  
MONTICELLO, GA 31054  
(706) 469-8999  
www.jordan-eng.com

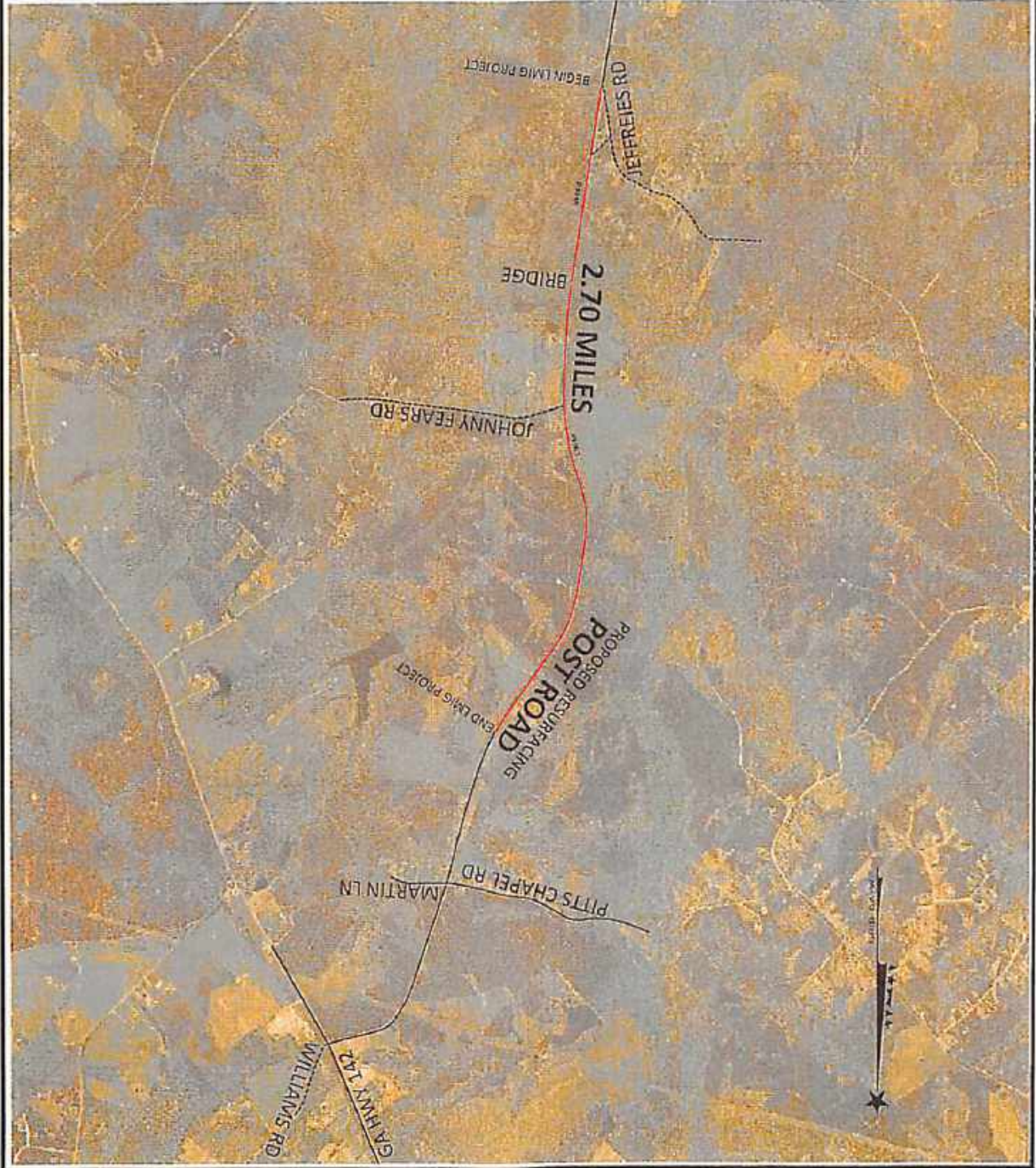


2020 LMIG SITE LOCATION MAP FOR  
**POST ROAD RESURFACING**  
(NORTHERN SECTION)  
JASPER COUNTY, GEORGIA

SCALE 1" = 3000'

DECEMBER 18, 2019

0' 3000' 6000' 9000'



JEFFREIES RD

BRIDGE

2.70 MILES

JOHNNY FEARS RD

PROPOSED RESURFACING  
POST ROAD

END LMIG PROJECT

PITTS CHAPEL RD

MARTIN LN

GAHMY LN  
WILLIAMS RD



# Jasper County 2020 LMIG

## Engineer's Cost Estimate - Post Road north section

PROJECT NAME	Post Rd - north section	4.20 miles
PROJECT LOCATION	Jasper County	22' pavement width (2' widening)
Estimate Date	10/31/19	
LMIG Grant Year	2020	

<u>Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
1	Mobilization/Demob; project management; bonding; other misc items	1	LS	\$40,000.00	\$40,000.00
2	Traffic Control, signage, etc.	1	LS	\$30,000.00	\$30,000.00
3	Grading Complete (2' shoulder) includes pre-mill topsoil strip	8.40	LM	\$5,500.00	\$46,200.00
4	Full-depth (10") reclamation of base	54208	SY	\$7.10	\$384,876.80
5	Portland cement (type 1 or 2) 47.5 lbs/sy (includes prime coat)	1287	TN	\$160.00	\$205,990.40
6	Asphalt overlay: 12.5 mm SP recycled asphalt 2" thickness (220 lb/sy)	6234	TN	\$80.00	\$498,713.60
7	Temporary and permanent grassing	4.2	AC	\$3,500.00	\$14,700.00
8	Thermo Traffic Stripe 5 in white (edge)	8.40	LM	\$2,600.00	\$21,840.00
9	Thermo Traffic Stripe 5" yellow (dlb centerline)	4.20	LM	\$5,200.00	\$21,840.00
10	Thermo Stripe 24" (stop bar)	9	LF	\$150.00	\$1,350.00
11	Geotechnical testing and support	1	LS	\$8,500.00	\$8,500.00
<b>Total Project Cost</b>					<b>\$1,274,010.80</b>
cost per mile \$303,335.90					

2ft widening, 22' FDR, 2" overlay, striping, shoulders.

**Agenda Request – Jasper County BOC**

**Department:** Finance Department

**Date:** February 3, 2020

**Subject:** Request approval to close bank accounts for the Senior Center - CDBG Grant

**Summary:**

Finance requests to close the following bank accounts.

Jasper County Senior Center CDBG – Draw Account

Jasper County Senior Center CDBG – Local Account

**Background:**

The Senior Center CDBG Grant Project is now completed. All banking activity for the project has been finalized, and the referenced bank accounts are to be closed as part of the final close out requirements under the grant. The Draw and Local account presently have a zero account balance.

**Cost:**

N/A

**Recommended Motion:**

Authorize the Finance Director to request Ameris Bank to close the Jasper County Senior Center CDBG Draw account, and Jasper County Senior Center CDBG local account, and issue final bank statements for both accounts.

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** February, 3, 2020

**Subject:** FY 2021 Budget Calendar Review and Approval

**Summary:**

Staff will present a Draft FY 2021 Budget Calendar for Board Review and Approval

**Background:**

Jasper County Board of Commissioners operates the County Government on a fiscal year basis beginning July 1 of each year and ending June 30 of the following year.

The Budget Calendar helps assist in the production of the required annual budget.

**Cost:**

None

**Recommended Motion:**

Approve FY 2021 Budget Calendar



**JASPER COUNTY BOARD OF COMMISSIONERS  
FY 2021 BUDGET CALENDAR**

February 5	<u>Budget Schedule Provided To Department Heads &amp; Constitutional Officers</u>
February 7	<u>Letters to Appropriation Entities</u>
February 10	<u>Budget Templates – Delivered to Department Heads/Constitutional Officers</u>
March 20	<u>Appropriation Requests Due Back to Finance Director</u>
March 20	<u>Departmental/Enterprise/Constitutional Budgets Due Back to Finance Director</u>
March 24	<u>County – Wide M &amp; O Budget Rollup</u>
March 25	<u>Preliminary Digest from Tax Assessor</u>
March 23– April 1	<u>Department Heads &amp; Constitutional Officers Budget Reviews (County Manager, Finance Director, Department Heads &amp; Constitutional Officers)</u>
April 20	<u>BOC Meeting - Budget Book Presentation to BOC &amp; Citizens</u>

**Budget Work Sessions for Board of Commissioners**

April 23	Thur. 6:00 P.M.	Budget Work Session Scheduled
April 27	Mon. 6:00 P.M.	Budget Work Session Scheduled
April 30	Thur. 6:00 P.M.	Budget Work Session Scheduled
May 4	Mon. 5:00 P.M.	Budget Work Session Scheduled
May 11	Mon. 6:00 P.M.	Budget Work Session Scheduled
May 18	Mon. 6:00 P.M.	Budget Work Session Scheduled
May 21	Thur. 6:00 P.M.	Budget Work Session Scheduled
May 28	Thur. 6:00 P.M.	Budget Work Session Scheduled
June 1	Mon. 5:00 P.M.	Budget Work Session Scheduled

\*Additional Work Sessions to be scheduled as needed

<b>June 1</b>	<b><u>BOC Meeting – Board Consensus to Advertise - Proposed FY 2021 Budget, Proposed 2020 Millage Rates and 2020 Tax Digest Meeting 6:00 P.M.</u></b>
June 4	<u>Advertise Public Hearings Dates and Locations, Proposed FY 2021 Budget, Proposed 2020 Millage Rates, 2020 Tax Digest &amp; Five Year Report</u>
June 11	<u>Public Hearing – Proposed FY 2021 Budget, Proposed 2020 Millage Rates &amp; 2020 Tax Digest 10:00 A.M.</u>
June 11	<u>Public Hearing – Proposed FY 2021 Budget, Proposed 2020 Millage Rates &amp; 2020 Tax Digest 6:00 P.M.</u>
June 11	<u>Advertise Public Hearings Dates and Locations, Proposed FY 2021 Budget, Proposed 2020 Millage Rates, Proposed 2020 Tax Digest &amp; Five Year Report</u>
June 15	<u>Public Hearing – Proposed FY 2021 Budget, Proposed 2020 Millage Rates &amp; 2020 Tax Digest 6:00 PM</u>
<b>June 22</b>	<b><u>BOC Meeting – Adopt FY 2021 Budget &amp; Set 2020 Millage Rates 6:00 PM</u></b>
June 26	<u>Post Adopted FY 2021 Budget &amp; 2020 Millage Rates &amp; 2020 Tax Digest &amp; Implement FY 2021 Budget</u>

**Agenda Request – Jasper County BOC**

Department: Finance

Date: February 3, 2020

Subject: FY 2020 2<sup>nd</sup> Quarter Financial Report

**Summary:**

Staff will present a Financial Report for 2<sup>nd</sup> Quarter FY2020.

**Background:**

**Cost:**

None

**Recommended Motion:**

None Required



JASPER COUNTY BOARD OF COMMISSIONERS  
 FY2020 2ND QUARTER  
 FINANCIAL REPORT  
 DECEMBER 31, 2019

FUND #		FY 2020 BUDGET	FY 2020 ACTUAL	% COLLECTED	% REMAINING
100	GENERAL FUND - REVENUE				
1	AD VALOREM PROPERTY TAX	\$ 5,868,921	\$ 5,593,961	95.3%	4.7%
2	VEHICLE & MOBILE HOME TAX	\$ 662,640	\$ 440,742	66.5%	33.5%
3	PRIOR YEARS TAX	\$ 209,800	\$ 216,973	103.4%	-3.4%
4	FOREST LAND PROTECTION GRANT	\$ 684,182	\$ 665,165	97.2%	2.8%
5	LOCAL OPTION SALES TAX	\$ 647,054	\$ 301,912	46.7%	53.3%
6	INSURANCE PREMIUM TAX	\$ 751,000	\$ 759,234	101.1%	-1.1%
7	TAX COMMISSIONER COMMISSION	\$ 221,760	\$ 211,026	95.2%	4.8%
8	OTHER TAXES	\$ 420,563	\$ 147,421	35.1%	64.9%
9	PENALTIES & INTEREST	\$ 100,510	\$ 81,910	81.5%	18.5%
10	EMS	\$ 351,400	\$ 172,175	49.0%	51.0%
11	PROBATE COURT	\$ 134,000	\$ 68,010	50.8%	49.2%
12	SUPERIOR COURT	\$ 135,000	\$ 73,567	54.5%	45.5%
13	SHERIFF	\$ 40,000	\$ -	0.0%	100.0%
14	JAIL	\$ 16,500	\$ 6,381	38.7%	61.3%
15	RECREATION	\$ 62,000	\$ 33,824	54.6%	45.4%
16	PLANNING & ZONING	\$ 103,100	\$ 71,986	69.8%	30.2%
17	EMA	\$ 5,000	\$ -	0.0%	100.0%
18	ANIMAL CONTROL	\$ 8,500	\$ 3,299	38.8%	61.2%
19	FIRE DISTRICT - JCWSA	\$ 43,500	\$ 43,456	99.9%	0.1%
20	OTHER REVENUE	\$ 206,000	\$ 93,200	45.2%	54.8%
21	SENIOR CENTER	\$ 141,067	\$ 52,647	37.3%	62.7%
22	TOTAL GENERAL FUND REVENUE	\$ 10,812,497	\$ 9,036,890	83.6%	16.4%

DEPT #		FY 2020 BUDGET	FY 2020 ACTUAL	% EXPENDED	% UNENCUMBERED
100	GENERAL FUND - EXPENDITURES				
23	100 GENERAL GOVERNMENT	\$ 1,803,960	\$ 866,336	48.0%	52.0%
24	200 JUDICIAL	\$ 844,288	\$ 408,229	48.4%	51.6%
25	300 PUBLIC SAFETY	\$ 4,832,651	\$ 2,112,792	43.7%	56.3%
26	400 PUBLIC WORKS	\$ 1,935,215	\$ 1,018,597	52.6%	47.4%
27	600 CULTURE/RECREATION	\$ 494,879	\$ 226,914	45.9%	54.1%
28	700 HOUSING & DEVELOPMENT	\$ 246,827	\$ 128,704	52.1%	47.9%
29	900 APPROPRIATIONS	\$ 271,796	\$ 154,362	56.8%	43.2%
30	950 COMPONENT UNITS	\$ 661,156	\$ 330,578	50.0%	50.0%
31	CAPITAL TRANSFER	\$ 93,663	\$ -	0.0%	100.0%
32	TOTAL GENERAL FUND EXPENDITURES	\$ 11,184,435	\$ 5,246,513	46.9%	53.1%

JASPER COUNTY BOARD OF COMMISSIONERS

FY2020 2ND QUARTER

FINANCIAL REPORT

DECEMBER 31, 2019

LINE #	DEPT #	GENERAL FUND - EXPENDITURES	FY 2020 BUDGET	FY 2020 ACTUAL	% EXPENDED	% UNENCUMBERED
	100	GENERAL GOVERNMENT-				
32	01110	BOARD OF COMMISSIONERS	\$ 236,535	\$ 126,013	53.3%	46.7%
33	01300	EXECUTIVE	\$ 200,520	\$ 96,993	48.4%	51.6%
34	01400	ELECTIONS	\$ 28,942	\$ 7,438	25.7%	74.3%
35	01401	REGISTRAR	\$ 64,678	\$ 26,887	41.6%	58.4%
36	01510	FINANCIAL ADMINISTRATION	\$ 127,961	\$ 57,505	44.9%	55.1%
37	01540	HUMAN RESOURCES	\$ 105,272	\$ 32,642	31.0%	69.0%
38	01545	TAX COMMISSIONER	\$ 257,032	\$ 110,212	42.9%	57.1%
39	01150	TAX ASSESSOR	\$ 324,298	\$ 156,886	48.4%	51.6%
40	01565	GOV'T BUILDINGS	\$ 164,800	\$ 98,431	59.7%	40.3%
41	80000	DEBT SERVICE	\$ 293,922	\$ 153,329	52.2%	47.8%
42		TOTAL GENERAL GOVERNMENT	\$ 1,803,960	\$ 866,336	48.0%	52.0%
	200	JUDICIAL-				
43	02150	SUPERIOR COURT	\$ 371,644	\$ 176,895	47.6%	52.4%
44	02200	DISTRICT ATTORNEY	\$ 52,132	\$ 24,167	46.4%	53.6%
45	02400	MAGISTRATE COURT	\$ 115,843	\$ 67,405	58.2%	41.8%
46	02450	PROBATE COURT	\$ 194,423	\$ 82,673	42.5%	57.5%
47	02600	JUVENILE COURT	\$ 5,000	\$ 2,243	44.9%	55.1%
48	03100	COURTS: OTHER COSTS	\$ 105,246	\$ 54,847	52.1%	47.9%
49		TOTAL JUDICIAL	\$ 844,288	\$ 408,229	48.4%	51.6%
	300	PUBLIC SAFETY-				
50	03300	SHERIFF	\$ 2,398,768	\$ 1,046,416	43.6%	56.4%
51	03326	JAIL	\$ 987,782	\$ 426,643	43.2%	56.8%
52	03360	COURTHOUSE SECURITY	\$ 113,120	\$ 54,466	48.1%	51.9%
53	03550	FIRE RESCUE	\$ 1,138,770	\$ 504,107	44.3%	55.7%
54	03700	CORONER	\$ 25,688	\$ 7,510	29.2%	70.8%
55	03900	ANIMAL CONTROL	\$ 153,057	\$ 65,341	42.7%	57.3%
56	03920	EMERGENCY MANAGEMENT	\$ 15,466	\$ 8,309	53.7%	46.3%
57		TOTAL PUBLIC SAFETY	\$ 4,832,651	\$ 2,112,792	43.7%	56.3%
58	400	PUBLIC WORKS-ROADS AND BRIDGES	\$ 1,935,215	\$ 1,018,597	52.6%	47.4%
	600	CULTURE/RECREATION-				
59	06100	RECREATION-	\$ 258,805	\$ 113,987	43.8%	56.2%
60	06200	SENIOR CENTER	\$ 236,074	\$ 113,527	48.1%	51.9%
61		TOTAL CULTURE/RECREATION	\$ 494,879	\$ 226,914	45.9%	54.1%
	700	HOUSING DEVELOPMENT-				
62	07100	COUNTY EXTENSION SERVICE	\$ 48,840	\$ 22,902	46.9%	53.1%
63	07410	PLANNING AND ZONING	\$ 197,987	\$ 105,801	53.4%	46.6%
64		TOTAL HOUSING AND DEVELOPMENT	\$ 246,827	\$ 128,704	52.1%	47.9%

JASPER COUNTY BOARD OF COMMISSIONERS  
 FY2020 2ND QUARTER  
 FINANCIAL REPORT  
 DECEMBER 31, 2019

			FY 2020 BUDGET	FY 2020 ACTUAL	%	%
					EXPENDED	UNENCUMBERED
100	GENERAL FUND -					
DEPT #	EXPENDITURES					
900	APPROPRIATIONS/CONTINGENCY-					
65	572030	DEPT OF FAMILY AND CHILDRENS SERVICES	\$ 10,375	\$ 5,188	50.0%	50.0%
66	572060	CONSERVATION	\$ 3,000	\$ 1,500	50.0%	50.0%
67	572070	JC BOARD OF EDUCATION	\$ 34,000	\$ 14,451	42.5%	57.5%
68	572080	PUTNAM-JASPER SUPPORT SERVICES	\$ 5,760	\$ 2,880	50.0%	50.0%
69	572100	UNCLE REMUS LIBRARY	\$ 100,043	\$ 50,022	50.0%	50.0%
70	572101	UNCLE REMUS LIBRARY - 2% LOST	\$ 12,942	\$ 6,034	46.6%	53.4%
71	57211	GA FORESTRY	\$ 15,876	\$ 7,938	50.0%	50.0%
72	572180	FAMILY CONNECTION	\$ 8,500	\$ 4,250	50.0%	50.0%
73	572190	CHAMBER OF COMMERCE	\$ 38,400	\$ 19,200	50.0%	50.0%
74	572200	FOUR COUNTY DEV AUTHORITY	\$ -	\$ -		
75	573000	JCSWA	\$ 42,900	\$ 42,900	100.0%	0.0%
76	579000	CONTINGENCY & PAYROLL CONTINGENCY	\$ -	\$ -		
77	579200	911 AUTH PAYROLL CONTINGENCY	\$ -	\$ -		
78		TOTAL APPROPRIATIONS/CONTINGENCY	\$ 271,796	\$ 154,362	56.8%	43.2%
	950	COMPONENT UNITS-				
79	611200	JASPER COUNTY HEALTH DEPARTMENT	\$ 54,967	\$ 27,483	50.0%	50.0%
80	611300	ECONOMIC DEVELOPMENT AUTHORITY	\$ 107,513	\$ 53,757	50.0%	50.0%
81	611400	E911 JOINT COUNTY AUTHORITY	\$ 362,715	\$ 181,358	50.0%	50.0%
82	612500	TRANSFER TO SENIOR CENTER	\$ -	\$ -		
83	612540	TRANSFER TO LANDFILL	\$ 150,063	\$ 75,032	50.0%	50.0%
84	618000	TRANSFER FROM CURBSIDE	\$ (14,102)	\$ (7,051)	50.0%	50.0%
85		TOTAL COMPONENT UNITS	\$ 661,156	\$ 330,578	50.0%	50.0%
86		CAPITAL TRANSFER	\$ 93,663	\$ -	0.0%	100.0%

**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** February 3, 2020

**Subject:** Capital Improvements Element and STWP Annual Update for FY 2019 - Adoption

**Summary:**

Jasper County's 2019 Capital Improvements Element and STWP Annual Update have been approved by the Department of Community Affairs.

The Jasper County Board of Commissioners needs to formally adopt the 2019 Capital Improvements Element and STWP Annual Update in order to maintain compliant status with the DCA.

**Background:**

In 1989, The Georgia General Assembly enacted House Bill 215, the Georgia Planning Act that requires all local governments to prepare a comprehensive plan and adopt an annual update of the Capital Improvements Element and STWP.

**Cost:**

None

**Recommended Motion:**

Motion to adopt the 2019 Capital Improvements Element and Short Term Work Program Annual Update as presented.

*Board of Commissioners  
of Jasper County*

Carl Pennamon  
Bruce Henry  
Don Jernigan  
Gerald Stunkel  
Doug Luke

Courthouse  
126 West Greene Street, Suite 18  
Monticello, GA 31064  
Phone (706)468-4900 Fax (706)468-4942

Mike Benton  
County Manager

October 22, 2019

To: Stephen Jaques  
Planning & Govt Services  
Northeast Georgia Regional Commission

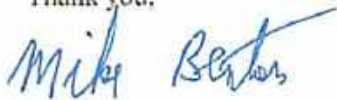
Mr. Devine,

Please find enclosed the following documents for your review.

- Annual Update of the Capital Improvements Element for FY 2019
- Short Term Work Program for FY 2020 – FY 2024
- Public Notices
- Jasper County BOC Resolution

Please let me know if you need any additional information.

Thank you,



Mike Benton  
County Manager  
Jasper County Board of Commissioners

**Jasper County BOC  
Impact Fee Fund  
Annual Impact Fee Financial Report  
Fiscal Year 2019**

<b>Public Facility Allocation Percentage Service Area</b>	<b>Library 2% Countywide</b>	<b>Parks 20% Countywide</b>	<b>Fire 19% Countywide</b>	<b>Jail 17% Countywide</b>	<b>Sheriff 22% Countywide</b>	<b>E911 18% Countywide</b>	<b>Admin 2%</b>	<b>Total 100%</b>
<b>Impact Fee Balance:</b>								
<b>6/30/2018</b>	<b>49,134.18</b>	<b>59,918.73</b>	<b>10,853.36</b>	<b>83,497.46</b>	<b>17,831.92</b>	<b>2,521.38</b>	<b>7,712.88</b>	<b>231,469.91</b>
<b>Impact Fees Collected:</b>								
<b>7/1/2018 thru 6/30/2019</b>	<b>2,230.25</b>	<b>22,302.54</b>	<b>21,187.41</b>	<b>18,957.16</b>	<b>24,532.79</b>	<b>20,072.29</b>	<b>2,230.25</b>	<b>111,512.70</b>
<b>Accrued Interest</b>	<b>4.73</b>	<b>47.28</b>	<b>44.91</b>	<b>40.19</b>	<b>52.01</b>	<b>42.55</b>	<b>4.73</b>	<b>236.39</b>
<b>Subtotal: Fee Accounts</b>	<b>51,369.16</b>	<b>82,268.55</b>	<b>32,085.69</b>	<b>102,494.81</b>	<b>42,416.72</b>	<b>22,636.22</b>	<b>9,947.86</b>	<b>343,219.00</b>
<b>Impact Fees Refunds</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenditures</b>	<b>(19,051.81)</b>							<b>(19,051.81)</b>
<b>Re-Allocation - (see note 1)</b>	<b>(25,834.01)</b>	<b>(17,435.11)</b>	<b>29,506.08</b>	<b>(47,386.38)</b>	<b>28,900.06</b>	<b>35,713.88</b>	<b>(3,464.52)</b>	<b>0.00</b>
<b>Impact Fee Balance:</b>								
<b>6/30/2019</b>	<b>6,483.34</b>	<b>64,833.44</b>	<b>61,591.77</b>	<b>55,108.43</b>	<b>71,315.78</b>	<b>58,350.10</b>	<b>6,483.34</b>	<b>324,167.19</b>
<b>Impact Fees Encumbered</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

(note 1)

Board of Commissioners Impact Fee Review

Jasper County Board of Commissioners  
 Report of Accomplishments  
 Impact Fees  
 Capital Improvements Project Update  
 FY 2015 - 2019

Actual Cost of						
Project Description	Start Date	End Date	Project	Funding Sources	Funding Percentage	Status/Remarks
<b>Library</b>						
Circulation Materials	7/1/2014	6/30/2015	3,816.00	Impact Fees	100%	Uncle Remus Regional Library System
Circulation Materials	7/1/2015	6/30/2016	17,381.00	Impact Fees	100%	Uncle Remus Regional Library System
Circulation Materials	7/1/2016	6/30/2017	14,604.00	Impact Fees	100%	Uncle Remus Regional Library System
Circulation Materials	7/1/2018	6/30/2019	19,051.81	Impact Fees	100%	Uncle Remus Regional Library System
<b>Library Total</b>			<b>54,852.81</b>			
<b>Parks &amp; Recreation</b>						
<b>Parks &amp; Recreation Total</b>						
<b>Fire</b>						
Fire Station #3 Training Area, Classroom, Office Buildout	7/1/2015	6/30/2016	28,978.00	Impact Fees	100%	Completed 2/12/2016
Command, Rescue and ALS Response Vehicle	7/1/2016	6/30/20017	29,915.00	Impact Fees	100%	Support Fire Rescue
New 911 Tower Antennas & Equipment	7/1/2017	6/30/2018	5,868.91	Impact Fees	100%	Support 911 Communication
<b>Fire Total</b>			<b>64,761.91</b>			
<b>Jail</b>						
<b>Jail Total</b>						
<b>Sheriff</b>						
<b>Sheriff Total</b>						



<b>E-911</b>						
New 911 Tower Antennas & Equipment	7/1/2017	6/30/2018	5,285.60	Impact Fees	100%	Improve 911 Communication
<b>E-911 Total</b>			<b>5,285.60</b>			
<b>Admin</b>						
BOC Meeting Room Equipment, Computer, Projector	7/1/2015	6/30/2016	1,951.00	Impact Fees	100%	Completed 5/12/2016
<b>Admin Total</b>			<b>1,951.00</b>			
<b>Report of Accomplishments Total</b>			<b>126,851.32</b>			

**Jasper County Board of Commissioners - Impact Fee Capital Improvement Project List  
FY 2020 - 2024**

Public Facility	Service Area	Project Start Date	Project End Date	Estimated Cost of Project	Responsible Parties	Funding Sources	Funding Percentage	Project Description	Status/Remarks
Library	County Wide	2020	2024	12,300	Jasper County BOC, Uncle Remus Library Board	Impact Fees	100%	Books, Circulation Materials	
Parks & Recreation	County Wide	2020	2024	123,400	Jasper County BOC	Impact Fees	100%	Multi-Purpose Building, Multi-Use Recreation Fields	
Fire	County Wide	2020	2024	117,200	Jasper County BOC	Impact Fees	100%	Fire Station, Fire Fighting Equipment, Emergency Safety Equipment, Extrication Equipment	
Jail	County Wide	2020	2024	104,900	Jasper County BOC	Impact Fees	100%	Jail Confinement Expansion and Addition, Security Automation	
Sheriff	County Wide	2020	2024	135,700	Jasper County BOC	Impact Fees	100%	Sheriff Office Administration Renovation and Expansion	
E911	County Wide	2020	2024	111,100	Jasper County BOC	Impact Fees	100%	Radio Communication Relocation, Nextgen Telephone System	
Administration	County Wide	2020	2024	12,200	Jasper County BOC	Impact Fees	100%	Administrative Equipment, Computers, Monitors	
				616,800					

Jasper County Board of Commissioners  
Short Term Work Program – Jasper County, GA  
Countywide  
FY 2020 - 2024

Project Description	FY Year Initiated	Projected FY Year of Completion	Cost Estimate	Responsible Party	Funding Source	Notes
Perform water and sewer facility upgrades and replacements, and provide extensions to planned developments.	2017	2024	\$5,000,000	Water & Sewer Authorities	CDBG, GEFA, USDA, Local	
Continue to provide private curbside collection of solid waste.	2017	2024	\$776,000 Annually	BOC, Monticello City Council	User Fees	Continuing
Increase public education and awareness regarding recycling and waste reduction – examine feasibility of establishing additional recycling facilities as needed	2017	2024	\$2,000 Annually	BOC, Monticello City Council, Shady Dale City Council	Local / State	
Construct new Recreation Multi-purpose Facility	2020	2024	\$1.3M	BOC	SPLOST, Grants, Impact Fees, Local	Splost Referendum November 2017
Implement Recreation improvement projects based on County and Cities' parks and recreation plans	2017	2024	Project Dependent	BOC, Monticello City Council, Shady Dale City Council	SPLOST, DNR, DCA, Local	Continuing
Addition and Renovation to Sheriff's Administrative Office Space	2020	2024	\$2.8M	BOC	SPLOST, Grants, Impact Fees, Local	Splost Referendum November 2017
Jail Confinement Expansion and Addition, Security Automation	2020	2024	\$2.9M	BOC	SPLOST, Grants, Impact Fees, Local	
Vehicle Rotation Plan for structured replacement of Sheriff's Patrol Vehicles	2014	2024	Varies with lease, cash purchase program	BOC	SPLOST, Local	Continuing
Replace Generator - Jail, Sheriff's Office, 911 Center, Fuel Pumps	2020	2024	\$70,000	BOC	SPLOST, Local	
Pave and repair roads annually to include utilization of outside contractors as well as County PW staff.	2017	2024	\$1,000,000 Annually	BOC	LMIG, SPLOST, Local	Splost Referendum November 2017, Continuing
Procure Roads and Bridges Reclamation, Renovation & Maintenance equipment	2018	2024	Based on specific equipment	BOC, Monticello City Council, Shady Dale City Council	SPLOST, Local	
Fire Stations, Fire Rescue Equipment Replacement Plan - Ambulances, Engines, Tankers, Safety Equipment	2017	2024	Based on specific project	BOC	SPLOST, Impact Fees, Local	Continuing
Radio Communication Relocation, Nextgen Telephone System	2020	2024	Based on specific project	BOC	SPLOST, Impact Fees, Local	
Implement Disaster Preparedness Plan that addresses Continuity of Operations and Operational Redundancy	2018	2024	\$0	BOC	N/A	Continuing
Develop IGA's with Municipal Governments for improvements and efficiencies	2017	2024	\$0	BOC, Monticello City Council, Shady Dale City Council	N/A	Continuing

Project Description	FY Year Initiated	Projected FY Year of Completion	Cost Estimate	Responsible Party	Funding Source	Notes
Review and update Jasper County's Code of Ordinances	2020	2024	To be Determined	BOC	Local	
Become a designated Broadband Ready Community	2020	2024	To be Determined	BOC, Monticello City Council, Shady Dale City Council, COC, Development Authority of Jasper County, Four County Development Authority, DCA, NEGRC	Local, State and Federal	
Create a plan for strategic property acquisition and development, potentially thru a Land Bank Authority	2020	2024	To be Determined	BOC, Monticello City Council, Shady Dale City Council, DAJC, DDA	Local	
Promote job-training efforts from local and regional sources.	2017	2024	Varies Annually	Development Authority of Jasper County, Board of Education, Downtown Development Authority, Piedmont & Shiloh Academy	Local, State and Federal	Continuing
Foster cooperative relationship among local government entities, EDA, DDA, SCTC, the COC, the BOE, and private businesses and schools to monitor labor force conditions and needs.	2017	2024	\$0	Chamber of Commerce	N/A	Continuing
Study local economic characteristics and conditions to address potential for economic diversification.	2017	2024	Development Authority of Jasper County Budget	Development Authority of Jasper County	Development Authority of Jasper County Budget	Continuing
Participate in multi-jurisdictional regional tourism planning efforts	2017	2024	Chamber of Commerce Budget, Development Authority of Jasper County Budget, Downtown Development Authority Budget	Chamber of Commerce, Development Authority of Jasper County, Downtown Development Authority	Chamber of Commerce Budget, Development Authority of Jasper County Budget, Downtown Development Authority Budget	Continuing
Utilize the Future Land Use map to coordinate new economic development in appropriate areas serviced by necessary facilities and services	2017	2024	\$0	Development Authority of Jasper County, Downtown Development Authority, United States Forest Service, Department of Natural Resources	N/A	Continuing
Actively promote and market Jasper County's economic resources through various state agencies and interstate clearinghouses	2017	2024	Chamber of Commerce Budget	Chamber of Commerce	N/A	Continuing



Project Description	FY Year Initiated	Projected FY Year of Completion	Cost Estimate	Responsible Party	Funding Source	Notes
Seek ways to reduce the amount of retail dollars spent outside the county.	2017	2024	Chamber of Commerce Budget, Downtown Development Authority Budget, Development Authority of Jasper County Budget	Chamber of Commerce, Downtown Development Authority, Development Authority of Jasper County	Chamber of Commerce Budget, Downtown Development Authority Budget, Development Authority of Jasper County Budget	Continuing
Continue to invest in regional economic development initiatives.	2017	2024	Varies	BOC, Monticello City Council, Shady Dale City Council, Development Authority of Jasper County, Four County Development Authority	Local	Continuing
Create additional Industrial Parks as needed to support Economic Development Efforts	2017	2024	Varies according to project	Development Authority of Jasper County	State, Federal	
Encourage residential development that conserves open space and sustains rural character in accordance with the Future Land Use Plan.	2017	2024	\$0	Local, Planning & Zoning	N/A	
Host a housing fair with available resources from various organizations, realtors, banks and others	2020	2024	To be Determined	BOC, Monticello City Council, Shady Dale City Council, Housing Authority, DCA	Local	
When applicable, encourage denser residential development that fits with infrastructure expansion capabilities in accordance with the Future Land Use Plan.	2017	2024	\$0	Local, Planning & Zoning	N/A	
Develop a strategic plan to work with neighborhood groups to monitor, improve, support and maintain existing neighborhoods.	2020	2024	\$0	BOC, Monticello City Council, Shady Dale City Council, Neighborhood Groups	N/A	
Pursue Georgia Initiative for Community Housing Program to assist in residential area improvement and consider additional public housing	2017	2024	Varies	BOC, Monticello City Council, Shady Dale City Council	CDBG, HUD, USDA-Rural Development	
Utilize the Future Land Use Map to coordinate new development with the Comprehensive Plan.	2017	2024	\$0	Local	N/A	
Address the Future Land Use Map every two years to ensure it reflects prevailing development patterns.	2017	2022	\$0	Local	N/A	Continuing
Develop a countywide tourism Plan.	2017	2024	Chamber of Commerce Budget	Chamber of Commerce	Local	Continuing
Develop a Countywide greenways/trails plan	2020	2024	To be Determined	BOC, Monticello City Council, Shady Dale City Council	Local, DNR	

JASPER COUNTY BOARD OF COMMISSIONERS

RESOLUTION No. – 2019.10.07

Annual Update of the Capital Improvements Element and Short Term Work Program for FY 2019

WHEREAS, the Jasper County Board of Commissioners has prepared an annual update to the Capital Improvements Element and Short Term Work Program for FY 2019; and

WHEREAS, the annual updates of the Capital Improvements Element and Short Term Work Program were prepared in accordance with the Development Impact Fee Compliance Requirements established by the Georgia Department of Community Affairs, and a Public Hearing was held on October 7, 2019 at the Jasper County Courthouse, Suite 16, in Monticello, Georgia;

BE IT THEREFORE RESOLVED, that the Jasper County Board of Commissioners does hereby submit the annual updates of the Capital Improvements Element and Short Term Work Program to the Northeast Georgia Regional Commission for review, as per the requirements of the Georgia Planning Act of 1989.

Adopted this 7 day of October, 2019

JASPER COUNTY BOARD OF COMMISSIONERS

BY:



Carl Pennamon, Chairman

ATTEST:



Sharon Robinson, County Clerk





## **Public Notice**

The Jasper County Board of Commissioners will conduct a Public Hearing on the following items on October 7, 2019 beginning at 6:00 P.M. in the Commissioner's Meeting Room, Suite 16, located in the Courthouse at 126 W. Greene Street, Monticello, GA 31064.

A Public Hearing will be held for an update of the FY 2019 Capital Improvements Element (CIE) and the Short Term Work Program (STWP) of Jasper County's Development Impact Fee Program as required annually by the Department of Community Affairs.

The public is invited to attend and provide comments and suggestions on the update to the CIE and STWP.

A copy of the draft of the updated FY 2019 CIE and STWP can be viewed or obtained during normal business hours, M-F 8 a.m.-5 p.m., at the BOC Office, Suite 18, at the Courthouse, obtained by email at [mbenton@jaspercountyga.org](mailto:mbenton@jaspercountyga.org) or by calling the Courthouse at 706-468-4900.

**RESOLUTION – 2020.02.03**

**Jasper County’s Capital Improvements Element and STWP Annual Update – 2019**

**WHEREAS**, the 1989 Georgia General Assembly enacted House Bill 215, the Georgia Planning Act, Requiring all local governments to prepare a comprehensive plan in accordance with the Minimum Planning Standards and Procedures promulgated by the Georgia Department of Community Affairs; and

**WHEREAS**, the annual update of the Capital Improvements Element and Short Term Work Program for Jasper County, Georgia for 2019 was prepared in accordance with the Minimum Planning Standards and Procedures established by the Georgia Department of Community Affairs;

**NOW THEREFORE, BE IT RESOLVED**, by Jasper County that the Capital Improvements Element and Short Term Work Program for Jasper County, Georgia for 2019 as approved by the Georgia Department of Community Affairs is hereby adopted, and furthermore, that the Northeast Georgia Regional Commission shall be notified of said adoption within seven (7) days of the adoption of this resolution.

Adopted this 3rd day of February, 2020.

**JASPER COUNTY BOARD OF COMMISSIONERS**

BY:

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Sharon Robinson, County Clerk

## **Agenda Request – Jasper County BOC**

**Department:** Elections

**Date:** February 3, 2020

**Subject:** Jasper County Voter Precinct Locations Required Electrical Upgrades - Quotes

### **Summary:**

Per the Jasper County Elections Office, Jasper County BOC Staff requested local electrical contractors to provide quotes to upgrade Jasper County's three voting precincts. Each contractor independently inspected the three locations based on criteria provided by the Office of the Georgia Secretary of State.

Two quotes were received.

Blue Bird Electric	\$9650.00
Yoder Electric	\$10,141.07

The Office of the Secretary of State received federal funds to be provided to counties as a reimbursement grant with certain rules and guidelines for grant assistance.

The Jasper County Elections Staff confirmed with the Office of the Secretary of State that Jasper County's required electrical upgrade does qualify under the grant guidelines at a reimbursement ratio of 1 to 1. The maximum grant reimbursement related to electrical upgrades is \$10,000.00. The grant program includes other types of expenditures with different reimbursement ratios. The overall grant maximum reimbursement including all types of expenditures is \$15,000.00.

### **Background:**

The 2019 Georgia General Assembly passed HB 316 requiring a new statewide voting system for all Georgia counties. The State is providing the new voting equipment.

The new voting equipment has placed a demand for many counties to make certain improvements. One such demand is the electrical capacity to provide electric power to the new equipment.

### **Cost:**

Based on award and grant reimbursement.

### **Recommended Motion:**

Board Discretion



## GEORGIA SECRETARY OF STATE SECURE THE VOTE/HAVA Grant Directions

### Overview:

In the 2019 regular session, the Georgia Legislature passed HB316 and approved bond funding of up to \$150 million to provide for a new verifiable paper ballot Statewide Voting System (SVS) for all counties in the state. Also, in 2018, Georgia received funds from the Help America Vote Act (HAVA), some of which Secretary Raffensperger has authorized for direct grants to counties. These grants will be for the purpose of bolstering cyber and physical election systems security, making polling places and voting more accessible, and providing for general purposes of implementing the new SVS.

### Reimbursement Grant:

To receive the funds the county must (1) have expended the monies to be reimbursed, (2) provide documentation of the spend, including narrative and receipts and (3) assure the request satisfies the requirements under HAVA.

### Grant Types and Levels:

There are three available programs for the grant reimbursement: Security (both physical and cyber) such as cameras and access control; Accessibility (ADA) such as enhanced wheelchair access or touchscreen mounts to lower to wheelchair level; and General Implementation, such as shelving, tables, booths, etc. Both Security and Accessibility will be reimbursed at 3 to 1 up to \$15,000, while General Implementation will be reimbursed at a rate of 1 to 1 up to \$10,000. **No grants will be made for consumables.** Grants are to be made for expenditures for items that will be used in multiple elections. All grant decisions will be solely at the Secretary's discretion.

### Application Process and Deadlines:

Applications for grants must be submitted with required documentation to the Georgia Secretary of State's Office during the grant period. The grant application period opens January 1, 2020, and the period will remain open until April 30, 2020. The Secretary of State will have sole discretion on the awarding of grants.

### Grant Application Checklist:

Please review the following requirements and indicate the item's completion by checking the boxes below:

- Name of the county;
- Amount of the grant requested;
- Use of funds, including type of equipment, software, construction and quantity (if applicable);
- Notation of which program is being requested: Security, Accessibility, and/or General Implementation;
- Narrative explanation of what was purchased;
- Attached receipts to show proof of expenditure;
- Signature and attestation of the grant requestor; and
- Date of the application.

### Questions & Comments:

Questions and comments concerning this program should be submitted to: STV Grants c/o Elections Division, 2 Martin Luther King Jr. Drive, Suite 802, West Tower, Atlanta, GA 30334, email at [grants@sos.ga.gov](mailto:grants@sos.ga.gov).

# Blue Bird Electric Inc.

P.O. Box 150  
 Monticello, GA 31064  
 706-468-2370  
 FAX 706-468-6540

# Estimate

DATE	ESTIMATE NO.
1/31/2020	2005-512

NAME / ADDRESS
Jasper County Commissioners Monticello, GA

PROJECT
Voting Equipment Power

SCOPE OF WORK	COST	QTY	TOTAL
Provide power connections and circuit to new voting equipment as outlined in the Democracy Suite Image Cast Electrical Connection Guidelines			
<b>COURTHOUSE:</b>	5,175.00		5,175.00
Early voting room: Provide (5) dedicated 20 amp, 120 volt circuits. Provide 20 amp power strip with each circuit to supply power to a maximum of (4) ICX configurations. Main voting room: Provide (5) dedicated 20 amp, 120 volt circuits. Provide 20 amp power strip with each circuit to supply power to a maximum of (4) ICX configurations. Provide (2) receptacles in office area for general purpose use Provide (2) power pole in center area adjacent to existing column for (2) of the circuits Label circuits in panel			
<b>FIRE STATION (JACKSON LAKE RD)</b>	3,200.00		3,200.00
Provide (1) dedicated circuit for heaters Provide (4) dedicated 20 amp, 120 volt circuits. Provide 20 amp power strip with each circuit to supply power to a maximum of (4) ICX configurations. Lift rental for high ceiling installation Label circuits in panel			
<b>FIRE STATION, SHADY DALE</b>			
Secure existing circuits (14) from main beam to floor using 3/4" metal unistrut Label circuits in panel	1,275.00		1,275.00
Thank you for the opportunity to bid this work.			
<b>TOTAL</b>			<b>\$9,650.00</b>

Yoder Electric  
 484 Seven Island Rd  
 Monticello, GA 31064

# Estimate

Date	Estimate #
1/27/2020	4493

Name / Address
Jasper Co. BOC Hwy 212W Monticello, Ga 31064

Description	Qty	Cost	Project
			Voting Upgrades
			Total
This is a NTE price			
Wyatt Precinct Mount Receptacles to unistrut Frame	10	50.00	500.00
Jackson Lake Precinct Add Outlets and circuits	12	125.00	1,500.00
Courthouse Siemens Feeder Disconnect Bucket 200A	1	641.25	641.25
200 Amp Bolt in Panel MLO	1	691.20	691.20
B120 20/1 Type BL Siemens Bolt-in	30	14.094	422.82
2 1/2" EMT Conduit	30	4.698	140.94
2 1/2" SS Connector	2	10.465	20.93
2 1/2" SS Coupling	6	3.29	19.74
3/0 THHN	120	4.86	583.20
#6 Green THHN CU	30	0.861	25.83
3/4" EMT	400	0.50625	202.50
3/4" SS Coupling EMT	50	0.342	17.10
3/4" SS Conn EMT	16	0.36	5.76
#12 Black THHN	800	0.16709	133.67
#12 THHN Red STR	800	0.16709	133.67
#12 BLU THHN	800	0.16709	133.67
#12 WHT THHN	800	0.16709	133.67
#12 GRN THHN	400	0.16708	66.83
20A Duplex Recept.	20	2.3875	47.75
4x4 Raised Cover	20	3.527	70.54
Wiremold Conduit, boxes and fittings	1	150.00	150.00
Labor ( Man/Hours)	60	75.00	4,500.00
<b>Total</b>			<b>\$10,141.07</b>



**Agenda Request – Jasper County BOC**

**Department:** Board of Commissioners

**Date:** February 3, 2020

**Subject:** Work Sessions Prior to Board Appointments

**Summary:**

Discussion regarding conducting work sessions prior to appointing board members to the fifteen different boards that the Jasper County BOC appoints members to.

**Background:**

Jasper County BOC is responsible for appointing board members to fifteen different boards representing various Jasper County services.

**Cost:**

None

**Recommended Motion:**

Board Discretion