

BOARD OF COUNTY COMMISSIONERS

Charles W. Oddo, Chairman
Randy Ognio, Vice Chair
David Barlow
Steve Brown
Charles D. Rousseau



FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Floyd L. Jones, County Clerk
Tameca P. White, Chief Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

AGENDA

July 14, 2016
7:00 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 7:00 p.m.

Call to Order
Invocation by Commissioner Steve Brown
Pledge of Allegiance

Acceptance of Agenda

PROCLAMATION/RECOGNITION:

1. Recognition of Fayette County 911 Communications Assistant Director, Peggy Glaze, for her thirty-one years of service in public safety.
2. Recognition of Human Resources Director Lewis Patterson for completing the Georgia Local Government Personnel Association's Certified Human Resource Manager Program.

PUBLIC HEARING:

3. Public Hearing of staff's recommendation to approve a new 2016 On-Premises Sales Retail License to Tobias Lee Booker, doing business as 524 Bar and Grill, for the purpose of selling alcoholic beverages at 1960 Highway 85 North, Suite J, Fayetteville, Georgia 30214.

CONSENT AGENDA:

4. Approval of the Superior Court's recommendation to amend an existing contract between the court and Judicial Correction Services, Inc. by including a "No Conflict of Interest" paragraph.
5. Approval of staff's request to renew Contract #923-B- Atlanta Paving & Concrete Construction Inc., for asphalt milling services to be used on various project, at a recommended not-to-exceed amount of \$202,386.80, for said contract to expire on June 30, 2017, and to authorize the Chairman to sign the contract and any related documents.

6. Approval of staff's recommendation to award Chemical Bid #1119-B, for twelve months, to five companies who bid on chemicals used by the Fayette County Water System for water treatment, in a cumulative total not-to-exceed \$232,520.80, and authorization for the Chairman to sign any contracts or related documents related to this request.
7. Approval of staff's recommendation to approve CH2M Hill's Task Order #FC023- Tank Inspection and Maintenance for an amount not-to-exceed \$107,087.00.
8. Approval of the June 23, 2016 Board of Commissioners Meeting Minutes.
9. Approval of the June 30, 2016 Board of Commissioners Special Called Meeting Minutes.

OLD BUSINESS:

NEW BUSINESS:

10. Consideration of the proposed Public Participation Program in association with the Full Plan Update of the Fayette County Comprehensive Plan, and appointment of county staff and one member of the Board of Commissioners to the Steering Committee to facilitate the development of the Full Plan Update.
11. Consideration of Commissioner Rousseau's recommendation to adopt Policy No. 100.27- Gifts and Memorials.
12. Approval of staff's recommendation to accept a donation from private citizens, businesses, and community leaders, in an aggregate amount of \$37,487.00, for the installation of a Kenwood Park Monument and Memorial Garden in honor of late Commissioner Pota Estel Coston.
13. Consideration of staff's request of a one-time contribution of \$50,000.00 to the Georgia Department of Driver Services for helping to offset relocation and building costs for the new Fayetteville Customer Service Center to be located at 749 West Lanier Avenue.
14. Discussion concerning whether Fayette County seeks to request a four-year or six-year Special Purpose Local Option Sales Tax.

PUBLIC COMMENT:

ADMINISTRATOR'S REPORTS:

- A. Request for Proposals #1112-P: Target System for Outdoor Shooting Range (The Drennan Company.)
- B. Contract #940-P, Public Works Engineer of Record: Task Order 7- Culvert Designs and Bid Services for Antebellum Road (Tetra Tech, Inc.)

ATTORNEY'S REPORTS:

COMMISSIONERS' REPORTS:

EXECUTIVE SESSION:

ADJOURNMENT:

COUNTY AGENDA REQUEST

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Department: Board of Commissioners

Presenter(s): Chairman Charles Oddo

Meeting Date: Thursday, July 14, 2016

Type of Request: Proclamation/Recognition #1

Wording for the Agenda:

Recognition of Fayette County 911 Communications Assistant Director, Peggy Glaze, for her thirty-one years of service in public safety.

Background/History/Details:

Peggy began her career in public safety in 1985 as a dispatcher for the Fayette County Fire Department. For a time she moved into an administrative position as Fire Marshal Krakeel's secretary before being promoted to Lieutenant over Communications.

In 1995, she was appointed as the Assistant Director of the newly consolidated public safety dispatch center by the Fayette County Board of Commissioners.

Peggy served as the president of the Georgia Chapter of APCO (Association of Public Safety Communications Officials) from 2006 to 2008 and is a member of NENA (National Emergency Number Association).

Peggy attained APCO senior membership in 2007.

What action are you seeking from the Board of Commissioners?

Recognition of Fayette County's 911 Communication Assistant Director, Peggy Glaze, for her thirty-one years of service in public safety.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years? No

If so, when?

Is Audio-Visual Equipment Required for this Request?* No

Backup Provided with Request? No

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance Not Applicable

Reviewed by Legal

Approved by Purchasing Not Applicable

County Clerk's Approval Yes

Administrator's Approval

Staff Notes:

Peggy will retire from Fayette County on Friday, July 8, 2016 after 31 years of service.

COUNTY AGENDA REQUEST

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Department: Board of Commissioners

Presenter(s): Chairman Charles W. Oddo

Meeting Date: Thursday, July 14, 2016

Type of Request: Proclamation/Recognition #2

Wording for the Agenda:

Recognition of Human Resources Director Lewis Patterson for completing the Georgia Local Government Personnel Association's Certified Human Resource Manager Program.

Background/History/Details:

The Georgia Local Government Personnel Association (GLGPA) is a professional organization dedicated to establishing responsible practices throughout local government in Georgia and the professional development of its members.

The Certified Human Resource Manager Program is sponsored by GLGPA in conjunction with the Association of County Commissioners of Georgia and the Georgia Municipal Association. The University of Georgia's Carl Vinson Institute of Government administers the program. The program is designed to enhance the knowledge, skills, and abilities of those persons responsible for the management and administration of personnel systems in local government in Georgia. The objectives of the program are to increase knowledge of the major aspects of public personnel administration, to develop skills necessary to carry out human resource functions in local government, to develop and maintain high standards of public human resource management, and to increase professionalism in public personnel administration throughout Georgia.

To earn his certification, Mr. Patterson had to successfully complete twelve courses in the curriculum and to score 70% or greater on the test at the end of each course. He also had to complete a self-directed learning project under the supervision of a faculty member at the Carl Vinson Institute of Government.

What action are you seeking from the Board of Commissioners?

Recognize Human Resources Director Lewis Patterson for completing the Georgia Local Government Personnel Association's Certified Human Resource Manager Program.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years? No

If so, when?

Is Audio-Visual Equipment Required for this Request?* No

Backup Provided with Request? Yes

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance Not Applicable

Reviewed by Legal

Approved by Purchasing Not Applicable

County Clerk's Approval Yes

Administrator's Approval

Staff Notes:

GEORGIA LOCAL GOVERNMENT PERSONNEL ASSOCIATION

CERTIFICATE PROGRAM HANDBOOK



Carl Vinson Institute of Government

The University of Georgia



The Georgia Local Government Personnel Association (GLGPA) is a professional organization dedicated to establishing responsible practices throughout local government in Georgia and the professional development of its members.

The Certified Human Resource Manager Program (CHRMP) and the Advanced Certification In Human Resource Management Program (ACHRM) are sponsored by GLGPA in conjunction with the Association County Commissioners of Georgia and the Georgia Municipal Association. The University of Georgia's Carl Vinson Institute of Government administers each program. The programs are designed to enhance the knowledge, skills and abilities of those persons responsible for the management and administration of personnel systems in local government in Georgia.

Program Objectives:

- To increase knowledge of the major aspects of public personnel administration
- To develop skills necessary to carry out human resource functions in local government
- To develop and maintain high standards of public human resource management
- To increase professionalism in public personnel administration throughout Georgia

Eligibility

To be eligible to participate in the certification programs, an individual must:

- Be a GLGPA member, and
- Be currently employed in local government with personnel responsibilities

There is a six-year time limit for completion of each program; six years each for the CHRMP and the ACHRM. At the end of this time frame, participants who are still in the process will lose credit for any courses that are over six years old.

Certified Human Resource Manager Program

In order to earn the Certified Human Resource Manager designation, members must:

1. Successfully complete the twelve courses in the curriculum. To get credit for a course, a participant must attend the entire course and score seventy percent or higher on the test at the end of the course. Participants who do not pass the test are entitled to one retest. A second failure will require the participant to repeat the course.
2. Complete a self-directed learning project under the supervision of a faculty member at the Carl Vinson Institute of Government. This project may be new or previously implemented, but may not have been implemented more than two years prior to completion of coursework.

The curriculum consists of the following twelve courses that repeat on a rotating basis:

Managing Human Resources in a Political Environment:

This course is designed to help human resource professionals better understand the different political values of elected officials, senior administrators and employees and how they influence the function of local government.

Employee Benefits From Health Care to Pension:

This course is designed to explore fringe benefit options, how to analyze and control costs, and how to effectively communicate with employees regarding their benefits.

The Legal Environment of Human Resource Management:

This course is designed to address legal issues surrounding the human resource management field to include the major employment law topics, court cases, and how lawsuits are handled.

Toward Diversity in the Workplace:

This course is designed to provide the participant with a working knowledge about diversity and the role of the HR Manager in creating, maintaining, and advocating a diverse workforce.

Hearings and Appeals, Discipline and Grievances:

This course is designed to outline types of disciplinary actions and includes the steps involved in an appeals process and the requirements of a formal and informal grievance procedure.

Job Analysis for Selection, Training, Evaluation and Appraisal:

This course is designed to discuss the reasons for conducting job analysis, legal implications, and job analysis methods. This course will provide information for designing questionnaires, obtaining and analyzing data and writing job descriptions.

Managing Risk and Controlling Loss:

This course is designed to assist human resource professionals in developing a strong risk management program.

Testing and Assessment:

This course is designed to provide the participant with general terms and knowledge that affect the development and implementation of various testing and assessment center options.

Records Management:

This course is designed to provide the participant with an overview of the legal requirements of records management in Georgia and the importance of effective records management systems.

Designing Effective Performance Appraisal Systems:

This course is designed to provide the participant with an overview of how and why we design and implement a performance appraisal system for local government employees.

Employee Recruitment and Selection:

This course is designed to provide participants with an overview of recruitment sources, processing applications, interviewing techniques, and selection procedures.

Ethics in Local Government:

This course is designed to examine specific ethical dilemmas faced by human resource managers and considers ethics from a legal perspective.

The courses are based on the textbook below, which is highly recommended for program participants.

Condrey, S.E. (Ed.) (Edition 3, August, 2010). *Handbook of Human Resource Management in Government*. Published by Wiley, John and Sons Inc.

Advanced Certification in Human Resource Management Program

Requirements for the Advanced Certification in Human Resource Management designation include completion of forty-eight hours of instruction and successful completion of Multi-rater Feedback Assessment (360 Evaluation).

To participate in the Advanced Certification in Human Resource Management program, a member must have earned the Certified Human Resource Manager certificate, or meet the following requirements:

1. Provide a formal request to participate in the Advanced Certification in Human Resource Management Program to the GLGPA Board, summarizing all HR experience (minimum of five years at an exempt level, or two years local government exempt level) and professional qualifications or certification. These may include, but are not limited to a degree in Human Resources, PHR, SPHR, or CCP designation.
2. Prospective participants must have been a GLGPA member for at least one year and have attended at least one conference before applying. A letter of application to enter the ACHRM program under the above special circumstances must be made to the GLGPA President.

If space is available, individuals who are not pursuing the Advanced Certification in Human Resources Management may attend the classes.

To get credit for a course, a participant must attend the entire course and score seventy percent or higher on the test at the end of the course. Participants who fail the test are entitled to one retest. A second failure will require the participant to repeat the course.

Participants may select 48 hours of instruction from the following eight courses that repeat in rotation:

Creativity and Innovation:

This course will help participants analyze their personal style of creative thinking behavior and problem solving and explore strategy for working with people who have different styles. Participants will also discuss techniques for developing a work environment where employees can use their creative abilities.

Media Relations:

Participants will study proven strategies for communicating publicly that get positive results and build community relations and discover techniques for dealing with the media in crisis situations.

Ethical Use of Power:

With authority comes power. And, with power comes the potential for abuse. Participants in this class will explore how to use the power they have in ethical ways.

Managing Change and Conflict:

Effective leaders must be able to inspire their employees when change is needed. This class will help participants understand the change process and learn how to deal with the conflict that can arise.

Budgeting Methods and Strategies:

Participants will learn effective techniques to successfully compete for scarce organizational resources.

Organizational Performance Measures:

Leaders are held accountable for their programs. This course will help participants explore methods of measuring and reporting the effectiveness and efficiency of the programs for which they are responsible.

Training and Organization Development (two days):

Participants will explore adult learning theory and techniques in order to better plan and deliver training programs for their organization. They will also learn about other organization development interventions that may be employed when appropriate.

Effective Public Presentations (two days):

This course is designed to examine strategies for presenting ideas clearly and concisely, analyze and organize message content and practice presentation skills in a variety of situations.

Multi-Rater Feedback Assessment Upon Course Completion:

This instrument - commonly referred to as 360 - is designed to evaluate an individual's proficiency in competencies related to his or her work. Co-workers at different levels of the organization complete a survey rating the participant on a variety of work-related competencies. Each participant will conduct an on-line 360 assessment and the results will be reviewed during two coaching sessions.

Continuing Education

Once a participant has completed either program, there is a continuing education requirement. Certificate holders are required to earn thirty hours of credit every three years. After completing the CHRMP, participation in the ACHRM will satisfy the requirement. Continuing education credit may be earned at any GLGPA function, and many Georgia Municipal Association, Association County Commissioners of Georgia or Local Government Risk Management Services programs. GMA, ACCG or LGRMS

courses must be HR-related. The GLGPA member is responsible for maintaining a record of his or her continuing education credits.
For more information, contact:

Dan Roach droach@uga.edu or
Precious Cooper pcooper@uga.edu

Carl Vinson Institute of Government
The University of Georgia
201 North Milledge Avenue
Athens, Georgia 30602

Details about the program may also be found at the GLGPA website, www.glgpa.org

Revised November 2015

COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Public Hearing of staff's recommendation to approve a new 2016 On-Premises Sales Retail License to Tobias Lee Booker, doing business as 524 Bar and Grill, for the purpose of selling alcoholic beverages at 1960 Highway 85 North, Suite J, Fayetteville, Georgia 30214.

Background/History/Details:

Mike Baynard, owner of the shopping center, is leasing Suite J to Tobias Lee Booker, doing business as 524 Bar and Grill. Mr. Booker is the sole owner of the business.

The Applicant has met all requirements as required in the County Code, and the applicant has been approved by the Code Enforcement Department.

There are no outstanding violations.

What action are you seeking from the Board of Commissioners?

Approval of staff's recommendation to approve a new 2016 On-Premises Sales Retail License to Tobias Lee Booker, doing business as 524 Bar and Grill, for the purpose of selling alcoholic beverages at 1960 Highway 85 North, Suite J, Fayetteville, Georgia 30214.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

Required Supporting Documentation

Survey showing a scale drawing on file on file

Attach affidavit of each person whose name appears on application for license ✓

Copy of deed or lease ✓

A background check(s) ✓

Affidavit stating the licensee and license representative is 21 year age, a resident of the state and a manager of the business ✓

Zoning letter ✓ on file ✓ date 4/20/16

Fire Marshal letter on file.

Copy of State Alcohol license N/A

Copy of Secretary of state current registration N/A

Copy of annual report of alcohol sales percentage N/A

Fingerprint by Sheriff Office ✓

COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval of the Superior Court's recommendation to amend an existing contract between the court and Judicial Correction Services, Inc. by including a "No Conflict of Interest" paragraph.

Background/History/Details:

The Superior Court of Fayette County entered into a contractual agreement with Judicial Correction Service (JCS), Inc., in October 2004 for the provision of private probation services.

The Superior Court and JCS are requesting that a new paragraph be added to the existing contract that reads:

NO CONFLICT OF INTEREST:

JCS promises to vigilantly avoid even the appearance of conflict of interest of any nature since even an appearance of interest can bring the judiciary into disrepute. If JCS or any employee or agent of JCS at any time discovers any conflict of interest of any nature, JCS shall immediately notify all Griffin Judicial Circuit judges in writing, and JCS shall without request or demand take immediate action to avoid such conflict of interest, whatever the nature of the conflict of interest. JCS also promises to immediately report any illegal act or illegal omission to act by any JCS employee or any such Fayette County court official or officer of court immediately in writing to all four Griffin Judicial Circuit Superior Court judges. JCS promises to make all employees and agents aware of this duty to both avoid and report the recognized appearance of conflict of interest upon execution on this contract, upon its renewal, upon hiring, and in its internal periodic training sessions.

What action are you seeking from the Board of Commissioners?

Approval of the Superior Court's recommendation to amend an existing contract between the court and Judicial Correction Services, Inc. by including a "No Conflict of Interest" paragraph.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

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Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

**AMENDMENT TO AGREEMENT TO PROVIDE PRIVATE PROBATION
SERVICES TO THE SUPERIOR COURT OF FAYETTE COUNTY**

This agreement is between the Superior Court of Fayette County and Judicial Correction Services, Inc. (hereinafter "JCS"). The parties to this modification agreement entered into an agreement to provide probation services to the Superior Court of Fayette County on 14 of October, 2004.

A copy of that agreement is attached, marked Exhibit "A," and insofar as it is not inconsistent with the terms of this agreement, made a part of this agreement.

The parties desire to, and do modify the agreement, Exhibit "A," attached, in the following respects:

A new paragraph is hereby added, which shall read as follows:

NO CONFLICT OF INTEREST

JCS promises to vigilantly avoid even the appearance of conflict of interest of any nature since even an appearance of a conflict of interest can bring the judiciary into disrepute. If JCS or any employee or agent of JCS at any time discovers any conflict of interest of any nature, JCS shall immediately notify all Griffin Judicial Circuit judges in writing, and JCS shall without request or demand take immediate action to avoid such conflict of interest, whatever the nature of the conflict of interest. JCS also promises to immediately report any illegal act or illegal omission to act by any JCS employee or any such Fayette County court official or officer of court immediately in writing to all four Griffin Judicial Circuit Superior Court judges. JCS promises to make all employees and agents aware of this duty to both avoid and report the recognized appearance of conflict of interest upon execution of this contract, upon its renewal, upon hiring, and in its internal periodic training sessions.

REMAINDER OF PAGE INTENTIONALLY BLANK

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT

ON THE DATES WRITTEN BELOW.

SUPERIOR COURT OF FAYETTE COUNTY, GEORGIA

By: Chris Edwards
Honorable Christopher Edwards
Chief Judge

5-27-16
Date of Execution

JUDICIAL CORRECTION SERVICES, INC.

By: Don Houston
Don Houston
President

5/26/2016
Date of Execution

Approved By:
Fayette County Board of Commissioners

Name: _____

Date of Approval

COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval of staff's request to renew Contract #923-B- Atlanta Paving & Concrete Construction Inc., for asphalt milling services to be used on various project, at a recommended not-to-exceed amount of \$202,386.80, for said contract to expire on June 30, 2017, and to authorize the Chairman to sign the contract and any related documents.

Background/History/Details:

Asphalt milling (also called cold planing, pavement milling, or profiling), is the process of removing part of the surface of a paved road in preparation for patching or repair prior to road resurfacing. This can remove distress from the road surface; lengthening roadway life.

Contract #923-B was awarded to Atlanta Paving and Concrete Construction, Inc. on February 4, 2015 for this purpose, with a not-to-exceed amount of \$193,770.00. It was reported to the Board of Commissioners during the County Administrator's report given to the Board on May 14, 2015.

The Road Department wishes to renew the contract for Fiscal Year 2017. While the contracted unit prices (see supporting documentation) will remain the same, there is a small increase in the anticipated amount of work to be done. This means that the non-to-exceed price for the upcoming year will be \$202,386.80.

What action are you seeking from the Board of Commissioners?

Approval of staff's request to renew Contract #923-B- Atlanta Paving & Concrete Construction Inc., for asphalt milling services to be used on various project, at a recommended not-to-exceed amount of \$202,386.80, for said contract to expire on June 30, 2017, and to authorize the Chairman to sign the contract and any related documents.

If this item requires funding, please describe:

Funding for asphalt milling is budgeted in the Road Department's O&M Technical Services account 10040220-521316, LMIG5 and LMIG7.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



Fayette
COUNTY

PURCHASING DEPARTMENT
140 STONEWALL AVENUE WEST, STE 204
FAYETTEVILLE, GEORGIA 30214
PHONE: 770-305-5420
www.fayettecountyga.gov

"WHERE QUALITY
IS A LIFESTYLE"

To: Steve Rapson

From: Ted L. Burgess

Date: July 14, 2016

Subject: Contract #923-B, Renewal #1: Asphalt Milling Price Contract

Asphalt milling (also called cold planing, pavement milling, or profiling) is the process of removing part of the surface of a paved road in preparation for patching or repair prior to road resurfacing. This can remove distresses from the road surface, and lengthen roadway life.

Contract #923-B was awarded to Atlanta Paving and Concrete Construction, Inc. on February 24, 2015 for this purpose, with a not-to-exceed amount of \$193,770. It was reported to the Board of Commissioners in the County Administrator's report on May 14, 2015. Contracted milling prices are as follows:

	Unit Of <u>Measure</u>	Current Unit Price
A. Street Milling		
10,000 SY & Under	Hour	485.00
10,001 to 30,000 SY	Sq Yd	1.16
30,001 to 60,000 SY	Sq Yd	1.02
60,001 & Over SY	Sq Yd	0.85
B. Milling for Patching		
Six-foot wide miller	Hour	485.00
Four-foot wide miller	Hour	450.00
C. Asphalt Milling Mobilization		
Initial Mobilization	Each	550.00
Subsequent Mobil.	Each	300.00
D. Optional Items		
Vacuum Sweeper Truck	Hour	120.00
Skid Steer Milling	Hour	90.00
Traffic Control	Hour	105.00
Clean-Up	Hour	265.00
Contractor Haul-Off	Hour	80.00

The Road Department wishes to renew the contract for Fiscal Year 2017. While the contracted unit prices will remain the same, while there is a small increase in the anticipated total amount of work to be done. This means that the not-to-exceed price for the upcoming year will be \$202,386.80.

Specifics of the proposed contract renewal are as follows:

Contract Name 923-B Asphalt Milling Services
 Renewal Number Renewal #1
 Type of Contract Annual price agreement
 Vendor Atlanta Paving & Concrete Construction, Inc.
 Not-to-Exceed Amount \$202,386.80
 Budget:

Organization Code 10040220
 Object Codes 531171 & 521316
 Project Codes LMIG5 & LMIG7

Available Budget:

	Estimated		
	FY 2017		
	Expenses	Available Funds	
M&O Funds	89,760.00	89,760.00	In proposed FY 2017 budget
LMIG5	16,882.80	429,226.55	Available as on 6/15/2016
LMIG7	95,744.00	417,050.00	In proposed FY 2017 budget
Total	<u>202,386.80</u>	<u>936,036.55</u>	

COUNTY AGENDA REQUEST

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Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval of staff's recommendation to award Chemical Bid #1119-B, for twelve months, to five companies who bid on chemicals used by the Fayette County Water System for water treatment, in a cumulative total not-to-exceed \$232,520.80, and authorization for the Chairman to sign any contracts or related documents related to this request.

Background/History/Details:

Chemical Bid #1119-B is an annual bid for chemicals used in the treatment of water. Due to the variety of chemicals used in water treatment, there are a total of four low bidders who were the low bidders on different chemicals.

The recommendation is to award five contracts:

Four of the contracts are recommended for awarding to the low bidders: 1) Brenntag Mid-South, Inc.; 2) Chemtrade Chemicals US, LLC; 3) Chemrite; and 4) Thatcher Chemical of Florida, Inc.

The Water System also recommends awarding the fifth contract for Carasol 20 Liquid Permanganate to American Development Corporation because the equipment used by the Water System belongs to American Development Corporation. It would not be beneficial to the Water System to change this equipment out if another company were chosen.

The Water System recommends continuing to purchase Liquid Lime Cal Flow Calcium Hydroxide from Burnett Lime who installed the equipment. The warranty on the equipment would be voided if we purchased liquid lime from another vendor.

What action are you seeking from the Board of Commissioners?

Approval of staff's recommendation to award Chemical Bid #1119-B, for twelve months, to five companies who bid on chemicals used by the Fayette County Water System for water treatment, in a cumulative total not-to-exceed \$232,520.80, and authorization for the Chairman to sign any contracts or related documents related to this request.

If this item requires funding, please describe:

Available funding as of July 7, 2016 in the 2017 annual budget includes account 50543031-531182 for \$338,336 (Crosstown) and account 50543041-531182 for \$145,723 (South Fayette) totaling \$484,059.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



"WHERE QUALITY
IS A LIFESTYLE"

To: Steve Rapson

From: Ted L. Burgess

Date: June 23, 2016

Subject: Invitation to Bid #1119-B: Water Chemicals

The Water System enters into annual price contracts for various chemicals that are used in the water treatment process. To obtain contracts for Fiscal Year 2017, the Purchasing Department issued Invitation to Bid #1119-B. Notices of the opportunity to bid were emailed to 29 vendors. Another 148 were contacted through the web-based Georgia Procurement Registry. In addition, invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), and Channel 23.

Fifteen companies submitted bids for nine chemicals (please see the attachment). The Water System recommends award to the low bidders for seven of the nine chemicals.

The Water System recommends award of the Carasol 20 liquid permanganate to American Development Corporation. As part of their efforts to upgrade the water treatment process, they have constructed a building at the Crosstown for the permanganate, but one for the South Fayette plant is in the future. American Development Corporation has provided temporary equipment, tank, and containment for South Fayette, so they propose to continue purchasing permanganate from them.

The Water System does not recommend award of the lime slurry (Liquid Lime Cal Flo Calcium Hydroxide). One portion of the plant improvements done by AllSouth Constructors, as general contractor for Contract #913 (Chemical System & Actuator Improvements), was to install a new bulk lime slurry storage and feed system at each of the two water treatment plants. Burnett Lime Company, Inc. supplied the systems. The Burnett systems, which were installed in December 2015, include a one-year warranty, which may be voided if a slurry other than their own Cal-Flo brand is used. In addition, the Water System reports that they have heard that other local governments (e.g. Gwinnett County and Villa Rica) have experienced problems using other brands with Burnett equipment.

Specifics of the proposed contract are as follows:

Contract Name	1119-B: Water Chemicals		
Vendors	Five vendors, as shown on the attachment		
Not-to-Exceed Amount	\$232,520.80 Cumulative total		
Budget:			
		Not-to-Exceed Contract <u>Amount</u>	Proposed FY 2017 <u>Budget</u>
Organization Code	50543031 (Crosstown)	\$151138.52	\$350,000.00
	50543041 (S. Fayette)	<u>81,382.28</u>	<u>150,000.00</u>
		\$232,520.80	\$500,000.00
Object Code	531182 Chemicals		
Project Code	N/A		

Invitation to Bid #1119-B
Water Chemicals

	ALUM (LIQUID)		CHLORINE (LIQUID) 2,000 LB		CHLORINE (LIQUID) 1000 LB		COPPER SULFATE		SODIUM HYPO- CHLORITE		POTASSIUM PERMAN- GANATE	
Quantity:	360		40		44		20		80		50	
Unit of Measure:	Dry Ton		Cylinder		Cylinder		Bag (50 lb)		Drum (15 gal)		Pail	
	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price
AFFINITY CHEMICAL, LLC	\$240.00	\$86,400.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
ALLIED UNIVERSAL CORPORATION		0.00	\$456.50	18,260.00	\$336.50	14,806.00		0.00		0.00		0.00
AMERICAN DEVELOPMENT CORP.		0.00		0.00		0.00		0.00		0.00		0.00
BRENNTAG MID-SOUTH		0.00	419.00	16,760.00	300.00	13,200.00	\$91.50	1,830.00	\$36.75	2,940.00	\$201.19	10,059.50
C & S CHEMICALS	360.00	129,600.00		0.00		0.00		0.00		0.00		0.00
CHEMRITE, INC		0.00		0.00		0.00	89.50	1,790.00		0.00	101.40	5,070.00
CHEMTRADE CHEMICALS US LLC	178.88	64,396.80		0.00		0.00		0.00		0.00		0.00
GEO SPECIALTY CHEMICALS, INC.	387.50	139,500.00		0.00		0.00		0.00		0.00		0.00
LHOIST NORTH AMERICA		0.00		0.00		0.00		0.00		0.00		0.00
POLYTEC, INC		0.00		0.00		0.00		0.00		0.00		0.00
SHANNON CHEMICAL CORPORATION		0.00		0.00		0.00		0.00		0.00	124.85	6,242.50
STERLING WATER TECHNOLOGIES LLC		0.00		0.00		0.00		0.00		0.00	139.29	6,964.50
THATCHER CHEMICAL OF FLORIDA, INC		0.00		0.00		0.00	88.45	1,769.00		0.00		0.00
THE DYCHO COMPANY, INC	388.42	139,831.20		0.00		0.00		0.00	NON-RESPONSIVE		NON-RESPONSIVE	
UNIVAR USA INC.		0.00		0.00		0.00	100.00	2,000.00	50.00	4,000.00	208.00	10,400.00
TOTAL												

PRICES IN RED FONT INDICATE A CALCULATION ERROR THAT HAS BEEN CORRECTED.

	POWDER ACTIVATED CARBON AQUA NUCHAR		CARASOL 20 LIQUID PERMAN- GANATE		LIQUID LIME CAL FLOW CALCIUM HYDROXIDE		Award Totals
Quantity:	1,000		10,000		48,000		
Unit of Measure:	Bag (1,000 lb)		Gallon		Pound		
	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price	Extended Price	
AFFINITY CHEMICAL, LLC		\$0.00		\$0.00		\$0.00	
ALLIED UNIVERSAL CORPORATION		0.00		0.00		0.00	
AMERICAN DEVELOPMENT CORP.		0.00	\$9.70	97,000.00		0.00	97,000.00
BRENNTAG MID-SOUTH	\$31.385	31,385.00		0.00		0.00	64,285.00
C & S CHEMICALS		0.00		0.00		0.00	
CHEMRITE, INC		0.00		0.00		0.00	5,070.00
CHEMTRADE CHEMICALS US LLC		0.00		0.00		0.00	64,396.80
GEO SPECIALTY CHEMICALS, INC.		0.00		0.00		0.00	
LHOIST NORTH AMERICA		0.00		0.00	\$0.16385	7,864.80	
POLYTEC, INC		0.00		0.00	0.045	2,160.00	
SHANNON CHEMICAL CORPORATION		0.00	9.34	93,400.00		0.00	
STERLING WATER TECHNOLOGIES LLC		0.00		0.00		0.00	
THATCHER CHEMICAL OF FLORIDA, INC		0.00		0.00		0.00	1,769.00
THE DYCHO COMPANY, INC	NON-RESPONSIVE		9.54	95,400.00		0.00	
UNIVAR USA INC.	49.50	49,500.00		0.00		0.00	
TOTAL							232,520.80

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FAYETTE COUNTY, GA
YEAR TO DATE BUDGET REPORT

P 1
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FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
50543031 WATER CROSSTOWN							
50543031 531182 CHEMICALS	350,000	0	350,000	.00	11,663.96	338,336.04	3.3%
TOTAL WATER CROSSTOWN	350,000	0	350,000	.00	11,663.96	338,336.04	3.3%
TOTAL EXPENSES	350,000	0	350,000	.00	11,663.96	338,336.04	
50543041 WATER SO FAYETTE							
50543041 531182 CHEMICALS	150,000	0	150,000	.00	4,276.56	145,723.44	2.9%
TOTAL WATER SO FAYETTE	150,000	0	150,000	.00	4,276.56	145,723.44	2.9%
TOTAL EXPENSES	150,000	0	150,000	.00	4,276.56	145,723.44	
GRAND TOTAL	500,000	0	500,000	.00	15,940.52	484,059.48	3.2%

** END OF REPORT - Generated by Mary Parrott **

COUNTY AGENDA REQUEST

Page 23 of 149

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval of staff's recommendation to approve CH2M Hill's Task Order #FC023- Tank Inspection and Maintenance for an amount not-to-exceed \$107,087.00.

Background/History/Details:

Ongoing use of professional engineering services is a requirement for proper treatment, storage, and distribution of water. To go through a Request for Proposals (RFP) process each time engineering services are needed that would be administratively insufficient; delaying work that impacts water quality or service. It is therefore common for local governments to contract with a firm to serve as the "on-call engineer" or Engineer of Record.

Through RFP #888, the county chose CH2M Hill to serve as Engineer of Record. Task Orders are issued to CH2M Hill as needed for engineering services on various projects.

Inspection and maintenance services are due for the county's five elevated water storage tanks. They are the Crabapple Lane Tank, Highway 92 Tank, Twin Tank #1, Twin Tank #2, and the Ellis Road Tank. Task Order FC023 will authorize CH2M Hill to perform inspections of the five tanks and provide bid-phase services to assist with contracting with a qualified company to do the maintenance work.

What action are you seeking from the Board of Commissioners?

Approval of staff's recommendation to approve CH2M Hill's Task Order #FC023- Tank Inspection and Maintenance for an amount not-to-exceed \$107,087.00.

If this item requires funding, please describe:

Total funding available in the Fiscal Year 2017 annual budget under account 50544020-522267 is \$300,000.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



To: Steve Rapson

From: Ted L. Burgess

Date: July 14, 2016

Subject: Contract #888 – Water System Engineer of Record
 Task Order FC023 – Water Tank Inspection and Maintenance

Ongoing use of professional engineering services is a requirement for proper treatment, storage, and distribution of water. To go through a Request for Proposals (RFP) process each time engineering services are needed would be administratively inefficient, and would delay work that impacts water quality or service. It is therefore common for local governments to contract with a firm to serve as the "on-call engineer" or Engineer of Record.

Through RFP #888, the county chose CH2M Hill to serve as Engineer of Record. Task Orders are issued to CH2M Hill as needed for engineering services on various projects.

Inspection and maintenance services are due for the county's five elevated water storage tanks. They are the Crabapple Lane Tank, Highway 92 Tank, Twin Tank #1, Twin Tank #2, and the Ellis Road Tank. Task Order FC023 will authorize CH2M Hill to perform inspections of the five tanks, and provide bid-phase services to assist with contracting with a qualified company to do the maintenance work.

Specifics of the Task Order are as follows:

Contract Name	P888: Water System Engineer of Record
Task Order Number	FC023: Water Tank Inspection and Maintenance
Type of Contract	Engineer of Record
Vendor	CH2M Hill
Task Order Not-to-Exceed	\$107,087.00
Budget:	
Organization Code	50544020 Water Distribution
Object Code	522267 Tank Maintenance
Project Code	N/A
Available Budget	\$300,000.00 in the proposed FY 2017 budget



CH2M ATL

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O +1 770 604 9095
www.ch2m.com

Mr. Lee Pope, Director
Fayette County Water System
245 McDonough Road
Fayetteville, Georgia 30215
(770) 320-6016
lpope@fayettecountyga.gov

June 14, 2016

Subject: Task Order FC023 Water Tank Inspection and Maintenance

Mr. Pope:

Attached is the task order proposal to provide bid phase management and services during construction (SDC) for inspection and maintenance of the following elevated potable water tanks, as requested by the Fayette County Water System.

1. Crabapple Lane Tank
2. Highway 92 Tank
3. Twin Tank #1
4. Twin Tank #2
5. Ellis Road Tank

Please review these items and let me know if you have any questions or comments. Upon your review and approval, please sign and return the task order.

Please feel free to contact me with any questions.

Regards,
CH2M

Michael Diaz, PE
Project Manager

cc: Rick Hirsekorn, PE, Client Service Manager, CH2M
Alan Bowling, PE, Project Manager, CH2M

Background

Fayette County Water System (FCWS) acquired the services of Tank Pro, Inc. to perform inspection, cleaning, and minor maintenance of the FCWS's five elevated potable water storage tanks from October 2013 through February 2014. A summary of the 2014 Water Tank Inspection Reports is attached at the end of this Task Order. Results of the inspection found several deficiencies related to structural integrity, coating integrity, and operational safety. FCWS has requested for CH2M to help implement a Water Tank Inspection and Maintenance Program.

Scope of Services

As part of the completion of this project, CH2M will perform the following tasks.

Task 1. Tank Inspection

CH2M will perform inspections of the County's water storage tanks prior to beginning the bid and construction phases of the project. The inspections will take into consideration the requirements and recommendations of American Water Works Association (AWWA), U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), National Fire Protection Association (NFPA), U.S. Environmental Protection Agency (EPA), and other state-specific requirements.

CH2M will perform the following:

1. Exterior, visual inspection of each of the five (5) tanks, including:
 - a. Coating Integrity – Peeling, blistering, or other indications of loss of coating integrity.
 - b. Operational Safety
 - c. General Appearance – Overall condition of walls, floors, and interior components.
2. Document tank condition using diaries and log books, photographs, and/or videos.
3. Confirm the findings of the 2013-2014 inspections performed by Tank Pro.
4. Prepare inspection reports for each of the five (5) tanks.
5. Implement a health & safety program that is compliant with federal, state and local laws and regulations, and which complies with the project requirements.

Task 2. Bid Phase Services

CH2M will perform bid phase services to facilitate maintenance and repairs to the FCWS' storage tanks:

1. Prepare a bid package with appropriate Fayette County contract documentation, technical specifications, and construction details to clearly define the work to be performed on the tanks listed above.
2. Provide a draft submittal at the 50% planning phase and the 90% planning phase prior to the final issue for bid.
3. Perform a cost construction cost estimate at the 90% design phase of the work to be performed.
4. Attend one (1) mandatory pre-bid meeting and prepare and distribute minutes of the pre-bid meeting in PDF to all attendees. The pre-bid meeting includes the opportunity for bidders to visit the tank sites.
5. Receive and respond to all Contractor questions during the bidding period.
6. Prepare and distribute addenda as required.
7. Review bidder's responses and bid packages to ensure completeness of responses, i.e. insurance certificates, bonds, proper company officer signatures, and compliance to Georgia laws regarding immigration status, etc., qualifications, and paint system suppliers. Following review of these documents, CH2M will provide a recommendation of award to FCWS.

8. Upon bid package approval by FCWS, prepare and deliver to the awarded Contractor the Notice to Proceed (NTP).

Conformed Contract Documents

Conformed contract package will be finalized for use by Fayette County Purchasing Department for contract execution.

1. Conform drawings/specifications to include all changes made by addenda.
2. Coordinate with FCWS and Contractor the completion and execution of conformed contract documents, including bonds.

Task 3. Construction Management

As requested by FCWS, CH2M will perform the following construction management services to facilitate maintenance and repairs to FCWS' water storage tanks.

At this time, it has not been determined the full extent of the maintenance to be performed by the Contractor as well as to what extent FCWS will utilize CH2M's services during the construction phase. CH2M has provided an on-call budget for this task to be utilized only when requested by FCWS. CH2M will annotate the time and expenses associated with this task on all project invoices / progress reports in order to track the task budget and to help ensure that the budget is appropriate for FCWS' project requirements.

Project Management

CH2M will manage and coordinate activities for the construction management services. CH2M will provide services required to coordinate the award of the contract. Specific responsibilities are as follows:

1. CH2M will organize and set expectations for the Construction Team (FCWS, CH2M, and Contractor).
2. Assign and supervise Construction Observation staff.
3. Plan and monitor construction budgets and schedules.

Preconstruction Conference

CH2M will schedule, coordinate, and administer a Preconstruction Conference. It is anticipated to include a discussion of:

1. Contractor's tentative schedule,
2. Procedures for transmittal and review of submittals, processing payment requests, change orders, and requests for information (RFI),
3. Critical work sequencing specified in the contract specifications,
4. Contractor's use of project sites, and
5. Contractor's responsibility for safety.

Construction Progress Site Meetings

CH2M will schedule, coordinate, and administer Progress Site Meetings.

Site Visits

Lead Discipline Engineers will visit the site to obtain information as required to respond to RFIs, complete submittal reviews, and observe equipment installation.

Submittal Reviews

CH2M will review Contractor's detailed shop drawings and materials and equipment submittals. CH2M will determine whether proposed installations, materials, and equipment comply with the intent of the contract specifications and drawings. CH2M will respond to each submittal by marking it with the status of the review and required action by the Contractor. Such reviews will not extend to means, methods, techniques, sequences or procedures of construction, or to safety precautions and programs incidental to the work by the Contractor.

Requests for Information (RFIs)

CH2M will accept, track, process, and respond to Contractor or FCWS RFIs.

Claims and Change Orders

CH2M will respond to claims or potential claims that develop, to determine their validity and take appropriate action.

If a claim is determined to be without merit, CH2M will communicate this, along with the reasons, to the claimant. CH2M will assist FCWS in discussions with the Contractor to resolve claims and change orders between the Contractor and FCWS pertaining to acceptance of the work or interpretation of the requirements of the contract documents.

If a claim is determined to be of merit, CH2M will prepare final change order documents.

If FCWS requests a detailed engineering evaluation of the claim or change order, CH2M will negotiate with FCWS for additional fees associated with the level of effort in preparing the necessary documentation for each claim and change order.

Task 4. Construction Inspection

As requested by FCWS, CH2M will perform the following construction inspection services to facilitate maintenance and repairs to FCWS' water storage tanks.

At this time, it has not been determined the full extent of the maintenance to be performed by the Contractor as well as to what extent FCWS will utilize CH2M's services during the construction phase. CH2M has provided an on-call budget for this task to be utilized only when requested by FCWS. CH2M will annotate the time and expenses associated with this task on all project invoices / progress reports in order to track the task budget and to help ensure that the budget is appropriate for FCWS' project requirements. CH2M will perform the following:

1. Review Contractor's initial critical path schedules for general conformance with the construction contract and for reasonableness.
2. Review Contractor's draft pay requests to determine if they are in accordance with the provisions of the construction contract.
3. Perform ongoing reviews of the work in progress to determine compliance with the construction Contract Documents.
4. Report noted construction deficiencies to the Contractor and to FCWS.
5. Document construction progress utilizing diaries and log books, weekly and monthly reports, and photographs. Assist in determining causes for delays.
6. Verify that designated testing labs perform tests and inspections as required.
7. Prepare lists of incomplete work and work with the Contractor to resolve.
8. Assist FCWS with inspections at substantial and final completion.
9. Health and Safety:
 - a. CH2M will review the Contractor's health & safety program.

- b. Contractor will be responsible for meeting all applicable laws and regulations pertaining to construction safety and health on the jobsite.
- c. CH2M will implement its own existing health & safety program that is compliant with federal, state and local laws and regulations, and which complies with the project requirements.

Deliverables

CH2M will provide the following deliverables as described above in the Scope of Services:

Task 1. Preliminary Tank Inspection

1. Inspection Summary, including review of items previously identified by Tank Pro as well as any identified by CH2M.
2. Inspection field notes, photographs and/or video.

Task 2. Bid Phase Services

1. 50% draft bid documents for FCWS review.
2. 90% draft bid documents for FCWS review.
3. 90% Cost Estimate.
4. Bid Package (including contract documents and technical specifications) review meeting with FCWS and Purchasing.
5. 100% Bid Package for advertisement by Fayette County Purchasing.
6. Pre-bid meeting, including preparation and distribution of meeting agenda.
7. CH2M Recommendation for Award of construction contract.
8. Notice to Proceed (NTP) letter to be released by FCWS to Contractor.
9. Conformed Contract Documents
 - a. Three (3) hard copies – Contractor (1 original, 2 copies)
 - b. Three (3) hard copies – FCWS (2 originals, 1 copy)

Task 3. Construction Management

As requested by FCWS:

1. Preconstruction meeting Agenda and Summary.
2. Meeting Summary
 - a. Job site progress meetings.
 - b. Contractor/FCWS coordination meetings.
3. Official response to all Contractor submittals.
4. Review the following:
 - a. Schedule of Values
 - b. Construction schedule
5. Official response to RFIs.
6. Prepare and Review Change Orders.
7. Monthly invoice and a status report outlining the progress of the work that will include:
 - a. Summary of budget and schedule status
 - b. Major upcoming tasks
8. Issues requiring resolution for the work to proceed.
9. Coordinate project close-out.
10. Maintain all documents and provide copies to FCWS at the conclusion of the project.

Task 4. Construction Inspection

As requested by FCWS:

1. Perform construction observation for conformance with the contract documents.
2. Verify quantities and percent complete on requests for monthly and final payments
3. Coordinate supplemental materials sampling and testing as needed
4. Reports: Based upon inspection schedule, provide a written record (e.g., daily, weekly, or monthly) of the construction, including labor and equipment used (Diaries and Log Books).
5. Provide photographic documentation of the work to supplement that required by the Contractor.
6. Issue and maintain a log of all deficiencies and corresponding non-compliance reports.
7. Coordinate final inspection and recommend final acceptance.
8. Construction inspection punch list identifying any deficiencies found by CH2M and recommended actions to resolve items.

Assumptions

This task is based on the following assumptions:

Task 1. Preliminary Tank Inspection

1. Tanks will not be removed from service for the preliminary inspection.
2. Inspection does not include the interior of the tank. CH2M personnel will not enter tank interiors.
3. Inspection does not include any structural assessment of the tank exterior or interior.
4. Inspections are visual and non-destructive

Task 2. Bid Phase Services

1. After the 50% and 90% planning phase, all comments provided by FCWS will be incorporated into the subsequent issue for bid submittal.
2. At the time of the 90% planning phase draft submittal, CH2M will provide the cost estimate.
3. One bid package will be prepared for all of the tanks referenced in this Task Order.
4. Front end specifications will be provided by FCWS.
5. All design and bid phase deliverables will be based on CH2M preliminary tank inspections, the 2013-2014 tank inspection reports by Tank Pro, Inc., workshops with FCWS, and other documents provided by FCWS.
6. FCWS will provide all available information regarding the water storage tanks to CH2M for use in the development of the bid document package. These may include but are not limited to as-built drawings, design drawings, inspection reports, Operation and Maintenance (O&M) manuals, and photos indicating surfaces to be painted, surfaces to be welded or sealed, appurtenances to be removed and/or replaced, and equipment to be installed.
7. FCWS will be responsible for bid advertisement.
8. FCWS will be responsible for distribution of the contract documents.

Task 3. Construction Management

1. Construction management will be provided as requested by FCWS. The level of effort for this task will be based upon the amount of work requested by FCWS.
2. FCWS and/or Contractor will be responsible for contracting with all required subcontractors for site survey, geotechnical and material testing services.
3. All documents shall be turned over to FCWS upon completion of the project.

4. CH2M will review all claims and changes orders with FCWS before formally responding to claimants.

Task 4. Construction Inspection

Construction inspection will be provided as requested by FCWS. The level of effort for this task will be based upon the amount of work requested by FCWS.

Engineer's Responsibilities

1. The presence or duties of CH2M's personnel at a construction site, whether as onsite representatives or otherwise, do not make CH2M or CH2M's personnel in any way responsible for those duties that belong to FCWS and/or the construction Contractors or other entities, and do not relieve the construction Contractors or any other entity of their obligations, duties, and responsibilities, including, but not limited to, all construction methods, means, techniques, sequences, and procedures necessary for coordinating and completing all portions of the construction work in accordance with the construction Contract Documents and any health or safety precautions required by such construction work.
2. CH2M and CH2M's personnel have no authority to exercise any control over any construction Contractor or other entity or their employees in connection with their work or any health or safety precautions and have no duty for inspecting, noting, observing, correcting, or reporting on health or safety deficiencies of the construction Contractors or other entity or any other persons at the site except CH2M's own personnel.
3. The presence of CH2M's personnel at a construction site is for the purpose of providing to FCWS a greater degree of confidence that the completed construction work will conform generally to the construction documents and that the integrity of the design concept as reflected in the construction documents has been implemented and preserved by the construction Contractor. CH2M neither guarantees the performance of the construction Contractor nor assumes responsibility for construction Contractor's failure to perform work in accordance with the construction documents.

Additional Services

Additional services will be provided only at the request of FCWS and approved in writing by FCWS. For all additional services, CH2M will provide technical and cost proposals for requested services. The following services are considered additional.

1. Structural inspection of tanks
2. Development of record drawings
3. One-Year warranty inspection

Staffing

The level of effort summarized in the following table reflects CH2M's proposed team for this project.

Table 1. Estimated Hours

Job Title	Task 1	Task 2	Task 3	Task 4	Estimated Hours
Senior Consultant	2	3	-	-	5
Project Manager	17	73	66	-	156
Engineer	39	123	152	-	314
Contract / Conformed Documents	-	53	-	-	53
Construction Inspector	52	-	-	400	452
Health and Safety	4	-	-	-	4
Clerical / Office Admin	-	7	-	-	7
Total Labor Hours	106	267	218	400	991

Compensation

Compensation for the work in this task order will be based upon a time and materials basis, not to exceed the amount shown in Table 2 below. Compensation is based upon the previously agreed upon rates associated with CH2M's Engineer of Records contract with Fayette County and the following summary by task:

Table 2. Summary of Costs

Task	Hours	Labor	Expenses	Total
Task 1 – Preliminary Tank Inspection	106	\$11,293	\$450	\$11,743
Task 2 – Bid Phase Services	267	\$29,624	\$625	\$30,249
Task 3 – Construction Management	218	\$25,760	\$1,635	\$27,395
Task 4 – Construction Inspection	400	\$35,200	\$2,500	\$37,700
Total	991	\$101,877	\$5,210	\$107,087

CH2M's Project Manager will track and communicate with the FCWS any changes in scope or budget on a monthly basis as a part of the project's monthly status report.

Schedule

The services provided in this task order shall be performed from the effective date of the FCWS' Notice to Proceed (NTP) according to the timeline in Table 3.

Table 3. Schedule

Tasks	Activity Completion	From NTP issuance
1	Preliminary Tank Inspection	1 months
2	Bid Phase Services	4 months
3	Construction Management	On-going, est. 12 months
4	Construction Inspection	On-going, est. 12 months

Summary of 2013-2014 Tank Pro Inspection Reports

1. Crabapple Lane Tank – 2,000,000 gallon elevated steel tank
 - a. Abrasive blasting and recoating of the interior surface.
 - b. Minor repair and recoating of the exterior surface.
 - c. Removal and replacement of interior access ladder.
 - d. Removal and replacement of roof access hatch.
 - e. Re-seal the base of the exterior metal enclosure as necessary.
2. Highway 92 Tank – 2,000,000 gallon elevated steel tank
 - a. Abrasive blasting and recoating of the interior surface.
 - b. Minor repair and recoating of the exterior surface.
 - c. Removal and replacement of roof access hatch.
3. Twin Tank #1 – 250,000 gallon elevated steel tank
 - a. Abrasive blasting and recoating of the interior surface.
 - b. Minor repair and recoating of the exterior surface.
 - c. Re-seal the base of the exterior metal enclosure as necessary.
 - d. Install safety grate, handrail, or other safety mechanism for interior access riser.
 - e. Install safety rail on interior access ladder.
 - f. Remove exterior ladder cage and install safety rail.
 - g. Repair level indicator (float system?).
 - h. Repair or replace interior spider rods. Includes recoating.
4. Twin Tank #2 – 1,000,000 gallon elevated steel tank
 - a. Abrasive blasting and recoating of the interior surface.
 - b. Minor repair and recoating of the exterior surface, includes exterior catwalk.
 - c. Install safety rail on interior access ladder.
 - d. Repair level indicator.
 - e. Repair and/or replace tank electrical equipment.
 - f. Remove and replace exterior balcony hatch.
 - g. Re-grouting of tank foundation as necessary.
5. Ellis Road Tank – 2,000,000 gallon elevated steel tank
 - a. Minor spot repair and recoating of the interior surface.
 - b. Minor spot repair and recoating of the exterior surface.
 - c. Replace missing bolts and recoat exterior painters hatch.

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FAYETTE COUNTY, GA
YEAR TO DATE BUDGET REPORT
P 1
glytdbud
FOR 2017 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<hr/>							
50544020 DISTRIBUTION							
<u>50544020 522267 TANK MAINTENANCE</u>	300,000	0	300,000	.00	.00	300,000.00	.0%
TOTAL DISTRIBUTION	300,000	0	300,000	.00	.00	300,000.00	.0%
TOTAL EXPENSES	300,000	0	300,000	.00	.00	300,000.00	
GRAND TOTAL	300,000	0	300,000	.00	.00	300,000.00	.0%

** END OF REPORT - Generated by Mary Parrott **

BOARD OF COUNTY COMMISSIONERS

Charles W. Oddo, Chairman
Randy Ognio, Vice Chair
David Barlow
Steve Brown
Charles D. Rousseau

FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Floyd L. Jones, County Clerk
Tameca P. White, Chief Deputy County Clerk



140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

MINUTES

June 23, 2016
7:00 p.m.

Call to Order

Chairman Oddo called the June 23, 2016 Board of Commissioners meeting to order at 7:00 p.m.

Invocation by Commissioner Charles Rousseau

Commissioner Rousseau offered the Invocation.

Pledge of Allegiance

Chairman Oddo led the Board and audience in the Pledge of Allegiance.

Acceptance of Agenda

Commissioner Brown moved to accept the Agenda. Commissioner Barlow seconded the motion. The motion passed 5-0.

PROCLAMATION/RECOGNITION:

There were no Proclamation / Recognition items on the Agenda.

PUBLIC HEARING:

- Public Hearing of Ordinance 2016-07 to amend the Fayette County Code of Ordinances, Chapter 110., Art. I, Sec. 110-3, Art. IV., Sec. 110-145 and Sec. 110-146., Art. V., Sec. 110-169, Sec. 110-173(3), and Sec. 110-174., concerning the proposed Starr's Mill Historic Overlay District and Overlay Zone.**

Community Development Director Pete Frisina read the *Introduction to Public Hearings for the Rezoning of Property* into the record. A copy of the *Introduction to Public Hearings for the Rezoning of Property*, identified as "Attachment 1," follows these minutes and is made an official part hereof.

This public hearing was originally brought before the Board at the June 9 meeting. Mr. Frisina briefed the Board that a group of citizens at the intersection of State Route (SR) 74, Highway 85 and Padgett Road came to the Planning Commission and requested that the Commission look at the Land Use Plan in the area. The Planning Commission decided to hold off any work at the intersection until SR 74 was completed. Mr. Frisina stated that SR 74 has been completed and, in July of 2015, the Planning Commission staff started working on what is being presented to the Board. He stated that the items include: a

zoning ordinance amendment, color and brick pallet options and a Land Use Plan text and future Land Use Plan map amendments. He stated that agenda items #1, #2 and #3 are related to what is being called the Starr's Mill Historic Overlay District and Overlay Zone. Mr. Frisina continued that there is an existing zoning classification called Limited Commercial (LC) which has not been used and the staff and Planning Commission thought it would be a good low-level or low-intensity commercial district for the area. He stated that this area is the gateway to Fayette County, located in the southern portion of the county. He stated that the goal is to maintain the esthetics, the historic aspects of Starr's Mill, and traffic flow. He stated that staff adapted the LC District into an LC-1 and LC-2. He explained that an LC-1 is similar to an LC-2 and that the only difference is a convenience commercial establishment which would be a typical convenience store that sells gasoline. LC-1 does not allow for it and LC-2 does allow it. Mr. Frisina gave a PowerPoint presentation to include visual examples of the overlay district that includes an architectural standard that would be in association with Starr's Mill. He further explained the types of architecture that would be allowed, which in addition to the Starr's Mill characteristic style, would include a 1800's or early 1900's style called a "one- part commercial block" and the third style is a "two-part commercial block" which is a one-part commercial block with a second story floor. He stated that one of the issues that was discovered is that architects do not like being told how to design buildings, so there is an option that if someone does not want to follow the strict architectural standards, they can present a design that is different but still in character, to be heard in a public hearing process with the Planning Commission and then before the Board for final approval. He further explained that Item #2 is what will be used as the official book that will be kept in the Planning and Zoning office as a reference. He stated that Item #3 is the Land Use Plan. The land use is set up with two corners, one of the corners is LC-2, and the other corner is LC-1. There is also an area that is Office Institutional. He showed a map displaying the area to be identified as the Starr's Mill Historic Overlay District. He pointed out the area that is owned by the county.

Vice Chairman Ognio asked what the area is currently land used for. Mr. Frisina replied that it is all residential and is either agriculture-five acre lots or rural residential. He stated that there is no non-residential land use in the area nor any non-residential zoning.

Chairman Oddo asked if there was anyone who wished to speak in favor of this Public Hearing item. No one spoke in favor of this item. Chairman Oddo then asked if anyone would like to speak in opposition of this item. The following individuals spoke regarding this item:

Michael Faulkner: Mr. Faulkner gave accolades for the work done in the area to create a nice gateway. He asked the Board to delay the vote until such time that the Board could make some of the changes to the ordinance. He stated that some of his clients and some of the adjacent property owners, are concerned with the setbacks. He stated that the 100-foot setback becomes confiscatory in the enacting of the ordinance. The other area in the ordinance states that the maximum size of a structure is 3,500 square foot (sq. ft.). He stated that there needs to be more specifics of what the 3,500 sq. ft. is based on. He stated that the ordinance also has a four foot berm that needs to be addressed. He stated that he thinks that will distract from what is trying to be accomplished. He stated that the limitation of 50% parking is also a concern. He stated that depending on the type of company, it may be appropriate to have 50% parking and then it may not be appropriate. He stated that when exercising police powers while doing overlay zonings, the Supreme Court of Georgia requires a balance between the public welfare/benefit and the economics of the individual property owners. He stated that with the 100 foot setback it becomes confiscatory in nature and he does not think an overlay of nine properties is creating a public benefit that out-ways the economic loss of the individual property owners.

Tim Powers: Mr. Powers stated that he would like to have a RaceTrac gas station added to this area. He stated that it is time for the zoning to be changed.

Elaine Powers: Mrs. Powers spoke in opposition of the way the zoning is currently written. She stated that she has been through variances and they are usually not at the benefit of the citizens. She stated that this property would require many variance issues unless everyone sold their property at one time. She stated that she is opposed to the stringent requirements put on four of the property owners at the corner. She stated that she would like to ask the Board to "re-do" some of the zoning that is included. She stated that the residents that reside there would like to have a convenience store on that end of the county.

Melisa Harris: Ms. Harris stated that she represents the property owners who introduced the area and who proposed the enhancing, protecting and designing and development of the south gateway of Fayette County. She stated that she worked for ten years on the gateway of Peachtree City and that this is in alignment with the south gateway of Fayette County. She stated that she lives in the community and has lived here for fifteen years and it is important to her to protect the area and to make sure it all makes sense when moving forward. She stated that her four property owners are in favor of the ordinance. She shared and explained a rendering of the four properties in the area with the Board. She asked that in regards to the 100-foot buffer, is there not already a Highway 75/85 corridor overlay even if this one is not approved. Mr. Frisina stated that all the State highways have an overlay and have a 100- foot setback for structures.

Michael Faulkner: Mr. Faulkner returned to the podium to state that, from a listing stand point, he represents the Powers. He stated that he was also contacted by some of the other property owners who also wanted him to speak on their behalf. He reiterated that it was just the issues he mentioned that they objected to and not the overall concept.

Dennis Shell: Mr. Shell stated that he actually lives in Meriwether County, but he represents his mother and father who own a portion of the property which is Limited Commercial 2 on the opposite side of Highway 85. He stated that this area had a gas station at one time. He stated that his question is why it is being pushed to the Starr's Mill Historic Overlay District side instead of the Highway 85 connector side where the actual mill is located.

Chairman Oddo closed public comments for this public hearing item.

Vice Chairman Ognio stated that the Board needs to find out about some of the issues before making a motion. He asked if this item was not approved by the Board, could it be taken back to the Planning Commission for further evaluation.

County Attorney Dennis Davenport stated that it is the Board's prerogative to send it back to the Planning Commission for further evaluation. He stated that it is good to give specific direction on why it is being sent back to them. Vice Chairman Ognio asked Mr. Frisina to go over the square footage issue that was mentioned.

Mr. Frisina briefed the Board on the setback and square footage concerns that was mentioned. Mr. Frisina stated that the overlay which would be specific to this intersection and all the State Route overlays have a 100-foot setbacks for structures off the right-a-way. He stated that there is a setback for structures in addition to a 50-foot landscape area and the setback for the building. He stated that it is standard. He continued that the some of the lots are less than an acre. He stated that to develop them on an individual basis is not possible. He stated that an assembly would need to occur in order to make this work. He stated that the convenience commercial establishment is limited to the 3,500 square foot. He stated that the total square footage on the corners is 10,000 square feet.

Commissioner Brown stated that it is in scale with the property and that there would not be a massive rectangular box on a small piece of property with inadequate parking.

Mr. Frisina stated that the parking does not have to be behind the building. He stated that it could be to the side of the building. He stated that the berm is only a prerogative as a condition of zoning and is not required.

Commissioner Brown added that assembling the properties is the only way to make it work. Commissioner Rousseau and Vice Chairman Ognio agreed.

Commissioner Rousseau asked if the issues addressed need to go back before the Planning Commission to incorporate them into the document or if the Board was on "good footing". Mr. Frisina stated that he believed "we are on good footing."

Commissioner Brown stated that his major concern is that he does not want gas stations out there. He stated that a gas station can be placed anywhere else close to the intersection. He stated that over 99% of the real estate has nothing to do with historical significance. He stated that the mill does have a significant historical value. He stated that he has the same

feeling for the Highway 85 connector that he has for this property except no one is asking to develop that area. He stated that he has no problem with anything being in those buildings but he does not want the gas stations.

Commissioner Rousseau asked Mr. Davenport if any of the issues that Mr. Faulkner raised, put up a "red flag" for him. Mr. Davenport stated that he would have to consider the context in which the issues were made. He stated that for example, not having a 100-foot buffer versus changing it to a 100-foot buffer could be an area of concern, but by the same token the ordinance is not rezoning a piece of property. The ordinance is establishing a zoning district and an overlay district and the issues discussed are applying to non-residential development. He stated that Mr. Faulkner does raise some good concerns and these are issues the Planning Commission have probably debated over a period of time and what is presented is the result of their debate and Public Hearings. He stated that based on what is presented he does not see anything from his perspective that gives a "red flag" to stop. Commissioner Rousseau stated that he would like to see a process where citizens can come out and have their questions addressed prior to the document coming before the Board. He stated that he knows it is publicized by Mr. Frisina.

Mr. Frisina stated that he put out a press release, *Fayette County News* published the press release with the map and it was also posted on the County's website.

Commissioner Brown stated that on a one-acre lot, even without the 100-foot setback, by the time the front and rear buffers are included, there is nothing to develop.

Commissioner Barlow asked Mr. Faulkner to come back to the podium. He asked Mr. Faulkner if anyone has ever done a collaboration. He stated that the properties will have to be assembled in order for it to work. Commissioner Barlow shared an example of when he lived in Sedona, Arizona, a gentleman brought in architects and builders from Mexico and built a product called "Tlaquepaque." He stated that the gentleman assembled all the surrounding properties, showed renderings of the area and got everybody on board. He stated that in his humble opinion, if someone were to cobble all the properties together and show what would be developed and everyone was in agreement, that would "fly". Commissioner Brown agreed.

Mr. Faulkner concurred and he stated that assemblage is not his issue. He stated that his issue is some of the things stated in the ordinance. He stated that he is asking the Board to delay the vote and send this back to the Planning Commission.

Chairman Oddo moved to approve Ordinance 2016-07 to amend the Fayette County Code of Ordinances, Chapter 110., Art. I, Sec. 110-3, Art. IV., Sec. 110-145 and Sec. 110-146., Art. V., Sec. 110-169, Sec. 110-173(3), and Sec. 110-174., concerning the proposed Starr's Mill Historic Overlay District and Overlay Zone. Vice Chairman Ognio seconded the motion. There was further discussion. Commissioner Barlow called the vote. The motion failed 1-3-1 with Chairman Oddo voting to approve, Commissioners Brown, Barlow and Vice Chairman Ognio voting against and Commissioner Rousseau abstaining. Copies of the request and PowerPoint presentation, identified as "Attachment 2," follow these minutes and are made an official part hereof.

Vice Chairman Ognio stated that he would like to pass this agenda item without the gas station. Mr. Frisina stated that if the Board does not want the gas station at the intersections, it can be achieved by changing the land use section. He stated that these zonings do not have any impact on whether the gas station goes on the corner or not. He stated that these zonings will be useful in other areas of the county. He stated that if it is the Board's desire to not allow the gas station, then that can be done by amending the Land Use Plan and making it all LC-1. He concluded that he would have to re-advertise and bring the change back to the Board. The Board agreed.

Mr. Davenport made the correction that the changes will be re-advertised and brought back to the Planning Commission and then back to the Board of Commissioners. He stated that while the Board is bringing up compartmentalized issues, those issues have far-reaching effects in several of the documents. He stated he needs direction regarding the Starr's Mill Overlay District which talks about commercial convenience stores and canopies. He stated that he presumes the direction is to remove anything that talks about gas stations and the Starr's Mill Overlay Zone.

Vice Chairman Ognio and Commissioner Brown stated yes. Commissioner Brown stated that LC-2 could include the convenience store.

Mr. Davenport stated that since the Board has denied the LC-1 and LC-2 rezoning districts, they do not exist. He stated that the only thing left is the LC and that is for items #2 and #3 the Board should note that there is nothing to vote on.

2. Public Hearing of the proposed Color and Brick Palette Resolution for the Starr's Mill Historic Overlay District and Overlay Zone.

Commissioner Rousseau moved that the Public Hearing of the proposed Color and Brick Palette Resolution for the Starr's Mill Historic Overlay District and Overlay Zone item be deemed moot based on the vote of 1-3-1 on Item #1. Commissioner Brown seconded the motion. The motion passed 5-0. A copy of the request, identified as "Attachment 3," follows these minutes and is made an official part hereof.

3. Public Hearing of Resolution 2016-06 to amend the Land Use Element Text and Future Land Use Plan Map of the Fayette County Comprehensive Plan for the Starr's Mill Historic Overlay District in the area of the Intersection of State Route 74, State Route 85 and Padgett Road.

Commissioner Rousseau moved that the Public Hearing of Resolution 2016-06 to amend the Land Use Element Text and Future Land Use Plan Map of the Fayette County Comprehensive Plan for the Starr's Mill Historic Overlay District in the area of the Intersection of State Route 74, State Route 85 and Padgett Road item be deemed moot based on the vote of 1-3-1 on item #1. Commissioner Brown seconded the motion. The motion passed 5-0. A copy of the request, identified as "Attachment 4," follows these minutes and is made an official part hereof.

4. Consideration of Petition No. 1250-16, Ron Zappendorf, Owner, request to rezone 2.45 acres from C-H to M-1 to allow for an auto repair, paint and body shop located in Land Lots 200 and 201 of the 5th District and fronts on SR 85 North with one (1) Condition.

Mr. Frisina stated that both the staff and Planning Commission recommended approval with one (1) condition.

Mr. Ron Zappendorf stated that he owns property south of Dixie Land on the same side of the road. He stated that his property is zoned C-H in an island of M-1 properties. He stated that he is requesting approval of M-1 to do internal small body repair on vehicles for the car lot. He stated that the condition is a variance for setback because of the difference between C-H to M-1. He stated that he would comply with this condition.

There were no comments in favor of this petition. There were no comments in opposition to this petition.

Commissioner Rousseau moved to approve Petition No. 1250-16, Ron Zappendorf, Owner, request to rezone 2.45 acres from C-H to M-1 to allow for an auto repair, paint and body shop located in Land Lots 200 and 201 of the 5th District and fronts on SR 85 North with one (1) Condition. Commissioner Barlow seconded. Discussion followed.

Commissioner Brown stated that this is a difficult sight that has been turned away for this use before. He stated that there were watershed concerns which are the same concerns that still exist. He stated that the property needs two variances. He stated that he thinks this is the wrong property for the use. He stated that typically there should not be paint and things of that nature in a watershed areas which were the same issued sighted in 2001.

Vice Chairman Ognio stated that he knows this property has had issues. He stated that his concern is what would be the rules because the property is close to the wetlands. He noted that Vanessa Birrell, Environmental Management Director was not present. Mr. Frisina stated that her response is in the background information. He stated that the paint shop is regulated by the State as well.

Commissioner Rousseau moved to approve Petition No. 1250-16, Ron Zappendorf, Owner, request to rezone 2.45 acres from C-H to M-1 to allow for an auto repair, paint and body shop located in Land Lots 200 and 201 of the 5th District and fronts on SR 85 North with one (1) Condition. Commissioner Barlow seconded. The motion passed 4-1 with Commissioner Brown voting in opposition. Copies of the request, Rezoning Ordinance 1250-16, Rezoning Resolution 1250-16 identified as "Attachment 5," follow these minutes and are made an official part hereof.

5. Consideration of Petition No. 1256-16. Claudine B. Morris, Christine B. Thornton, & Betty S. Shubert, Owners and Randy Boyd, Agent request to rezone 100.967 acres from A-R to R-50 to develop a single-family residential subdivision with 68 lots located in Land Lots 104 of the 7th District and fronts on Dogwood Trail.

Mr. Frisina stated that staff recommends approval, the Planning Commission recommends denial and there are no conditions.

Mr. Randy Boyd stated that he represents Betty Shubert, Claudine Morris and Christine Thornton in this rezoning request. He stated that the property is located on the south side of Dogwood Trail and it is east of Crabapple and backs up to Peachtree City and is about 100.967 acres. He stated that Mrs. Shubert and her husband took title of the property in 1960. He further explained that Claudine Morris's and Christine Thornton's uncle took title in 1947. He stated that the property is zoned A-R and they are asking for an R-50 rezoning request. He stated that this is the same property that went before Peachtree City for an annexation which is a two phase process. He stated that R-50 is a one acre minimum with a house size of 2,100 sq. ft. He asked that the Board consider this request as presented.

There were no comments in favor of this petition. The following individuals spoke in opposition of this petition.

Russ Korn: Mr. Korn stated that he is a board member of the Kedron Hills Homeowners Association (HOA). He stated that he is speaking in opposition of this petition on behalf of the neighborhood. He stated that Peachtree City, in part, did not want to annex this property because it did not fit the density structure of the City's Land Use Plan. He stated that it does not fit Fayette County's Land Use Plan. He stated that if the Board approves R-50 it will open the door for more R-50 properties in that area. He stated that Kedron Hills fully supports the decision of the Planning Commission and ask the Board to deny the petition.

Scott Beamer: Mr. Beamer stated that he is the president of the Kedron Hills HOA. He stated that he represents 194 homes. He stated that he does not recall anyone saying that they like this idea. He supports the points that Mr. Korn stated.

Mr. Boyd returned to the public podium to give further clarification of his position for this petition. He stated that he is adhering to the Comprehensive Land Use Plan of Fayette County. He stated that the plan calls for anything dedicated to stormwater management be one to two acres and they are at 1.22 acres. He shared a map with the Board to further explain his position.

Commissioner Brown moved to deny Petition No. 1256-16. Claudine B. Morris, Christine B. Thornton, & Betty S. Shubert, Owners and Randy Boyd, Agent request to rezone 100.967 acres from A-R to R-50 to develop a single-family residential subdivision with 68 lots located in Land Lots 104 of the 7th District and fronts on Dogwood Trail. Vice Chairman Ognio seconded. Discussion followed.

Commissioner Brown stated that he would vote for R-70 because of its lighter density. He stated that Fayette County has had more requests for changes to higher density in the past year because the County's housing market is hot. He stated that it is driving the market up and is causing some to pay more in property taxes. He stated that the beauty of Fayette County, and the reason many moved to the County is the "quality of life". He stated that the sure way to kill the quality of life is to start cramming higher density developments down every street.

Commissioner Rousseau stated that he agreed with Commissioner Brown and that it puts the Board in an awkward position when these requests come before the Board. He stated that he would like to note, for those who were in agreement with the statements that were made, that they also live in subdivisions that have one-acre lots. He stated that the Board has to be careful in regards to putting pressures on the infrastructure. He stated that Mr. Boyd is correct regarding the zoning permission of one to two acres.

Vice Chairman Ognio stated that Peachtree City has higher density but the Fayette County area does not have high density. He stated that the County does not have the infrastructure for that type of development. He stated that traffic is currently an issue and denying this petition is the right thing to do.

Chairman Oddo stated that the Land Use Plan does allow flexibility and there is an option of higher density or low density within the zoning. He stated that he understands the owner's desire but that R-70 is more appropriate in this area. He stated that the Board has to look at the entire county and not just this parcel.

Commissioner Brown moved to deny Petition No. 1256-16. Claudine B. Morris, Christine B. Thornton, & Betty S. Shubert, Owners and Randy Boyd, Agent request to rezone 100.967 acres from A-R to R-50 to develop a single-family residential subdivision with 68 lots located in Land Lots 104 of the 7th District and fronts on Dogwood Trail. Vice Chairman Ognio seconded. The motion passed 5-0. A copy of the request, identified as "Attachment 6," follows these minutes and is made an official part hereof.

CONSENT AGENDA:

Commissioner Brown requested to remove Consent Agenda Item #11. Commissioner Brown moved to approve the Consent Agenda with the exception of Consent Agenda Item #11. Commissioner Barlow seconded the motion. The motion passed 5-0.

- 6. Approval of the appointment of Peachtree City Battalion Chief Chad Matheny and re-appointment of Peachtree City Assistant Chief Kevin Baggett to the Office of Emergency Medical Services Regional 4 Council for a two (2) year term expiring on June 30, 2018. A copy of the request, identified as "Attachment 7," follows these minutes and is made an official part hereof.**
- 7. Approval of staff's recommendation of the maintenance agreement between Fayette County and Motorola for the 800 MHz ASTRO Simulcast System and to authorize the Chairman to sign the renewal contract, in the amount of \$539,196.47 for the term of July 1, 2016 through June 30, 2017. Copies of the request and contract, identified as "Attachment 8," follow these minutes and are made an official part hereof.**
- 8. Approval of staff's recommendation to enter into a \$312,500 Subgrant Agreement with the Atlanta Regional Commission (ARC) for an update to the Fayette County Comprehensive Transportation Plan (CTP) and to authorize the Chairman to sign the agreement. A copy of the request, identified as "Attachment 9," follows these minutes and is made an official part hereof.**
- 9. Approval of a request from Peachtree City to execute an Intergovernmental Agreement with Fayette County to share costs, not to exceed \$14,987.50, for maintenance work on the pedestrian bridge along Redwine Road near the entrance of the Preserves Subdivision and to authorize the Chairman to sign the agreement. Copies of the request and Intergovernmental Agreement, identified as "Attachment 10," follow these minutes and are made an official part hereof.**
- 10. Approval of staff's recommendation to add Flowers Field subdivision to Fayette County's Street Light Program. A copy of the request, identified as "Attachment 11," follows these minutes and is made an official part hereof.**

11. Approval of the June 7, 2016 Board of Commissioners Meeting Minutes.

Commissioner Brown was absent for the June 7, 2016 Board of Commissioners meeting.

Vice Chairman Ognio moved to approve the June 7, 2016 Board of Commissioners Meeting Minutes. Commissioner Rousseau seconded. The motion passed 4-1 with Commissioner Brown abstaining.

OLD BUSINESS:

There was no Old Business item on the Agenda.

NEW BUSINESS:

12. Consideration of a recommendation from the Selection Committee, comprised of Commissioners David Barlow and Steve Brown and Mr. Scott Wolfe to nominate Donald Sission, Taya Scott and Dr. Loida Bonney to the Fayette County Hospital Authority for appointment.

Commissioner Brown gave explanation of the process for these nominations.

Commissioner Brown moved to approve the recommendation from the Selection Committee, comprised of Commissioners David Barlow and Steve Brown and Mr. Scott Wolfe to nominate Donald Sission, Taya Scott and Dr. Loida Bonney to the Fayette County Hospital Authority for appointment. Vice Chairman Ognio seconded. The motion passed 5-0. A copy of the request, identified as "Attachment 14," follows these minutes and is made an official part hereof.

13. Consideration of a recommendation from the Selection Committee, comprised of Commissioners David Barlow and Steve Brown and Mr. Scott Wolfe to nominate Dr. Mark Morehart, Therol Brown and James Oliver, Jr. to the Fayette County Hospital Authority for appointment.

Commissioner Brown moved to approve the recommendation from the Selection Committee, comprised of Commissioners David Barlow and Steve Brown and Mr. Scott Wolfe to nominate Dr. Mark Morehart, Therol Brown and James Oliver, Jr. to the Fayette County Hospital Authority for appointment. Vice Chairman Ognio seconded. The motion passed 5-0. A copy of the request, identified as "Attachment 15," follows these minutes and is made an official part hereof.

14. Consideration of a recommendation from the Selection Committee, comprised of Commissioners David Barlow and Steve Brown and Mr. Scott Wolfe to nominate Timothy Etson, Sr., Lavonia Stepherson and Charles Oddo to the Fayette County Hospital Authority for appointment.

Chairman Oddo recused himself from the vote and Vice Chairman Ognio presided over the vote.

Commissioner Brown moved to approve the recommendation from the Selection Committee, comprised of Commissioners David Barlow and Steve Brown and Mr. Scott Wolfe to nominate Timothy Etson, Sr., Lavonia Stepherson and Charles Oddo to the Fayette County Hospital Authority for appointment. Commissioner Barlow seconded. The motion passed 4-1 with Chairman Oddo abstaining. A copy of the request, identified as "Attachment 16," follows these minutes and is made an official part hereof.

15. Consideration of a recommendation from the Selection Committee, comprised of Chairman Charles Oddo and Commissioner Charles Rousseau to nominate Charlie Cave, Robert Johnson, Samuel Patton, Heather Cap and Donna Rosser to the Fayette County Public Arts Committee to serve a term of one (1) year beginning June 1, 2016 and expiring May 31, 2017.

Commissioner Rousseau thanked everyone who submitted application for this appointment. He stated that he stands steadfast that this committee can do great things for the county. He also publicly thanked Commissioner Brown for bringing this committee to the forefront and to the residents who have participated in this committee and who see the greater vision and as a result, bring quality services to the county.

Chairman Oddo also offered thanks to Commissioner Brown for initiating the arts committee. He stated that it has matured and has reached a point where the citizens can take it over. He stated that they will continue to bring items to the Board for approval.

Vice Chairman Ognio asked the candidates stand for recognition.

Commissioner Rousseau moved to approve the recommendation from the Selection Committee, comprised of Chairman Charles Oddo and Commissioner Charles Rousseau to nominate Charlie Cave, Robert Johnson, Samuel Patton, Heather Cap and Donna Rosser to the Fayette County Public Arts Committee to serve a term of one (1) year beginning June 1, 2016 and expiring May 31, 2017. Commissioner Barlow seconded. Discussion followed.

Commissioner Brown read a prepared statement into the record regarding the Public Arts Committee. The statement read as follows:

"I have a statement to read into the record.

I understand the political underpinnings of why I was not appointed to a project that I initiated, grew and worked tirelessly on, enjoying every moment of watching our citizens use their creativity. I do not appreciate the action, but I do understand how that system works.

It's one of the reasons I find government to be the single entity that needs accountability more than the rest.

When a colleague on the Board suggested language to me for the structuring document for the Public Art Committee that no elected official be in the leadership role, which was me, I accepted that arrangement. Wanting to move forward, I voted for the document and looked forward to working with an incredible bunch of citizens who enjoyed creating fun and successful projects for local residents.

I understand the dichotomy of "it's OK for some commissioners to be in leadership positions on committees, authorities and the like, or eligible for those spots, but not others," but I will never endorse nor encourage such discriminatory tactics.

During my years of government service, I have never attempted to espouse or participate in such undertakings.

Commissioner Barlow and I just recently stated to a hospital official that we insist that Chairman Oddo be reappointed to the Hospital Authority Board. I still make that recommendation. I have certainly not agreed with all of the Chairman's actions or lack of actions, but I am willing to see him actively participate as a representative of our Board on the Authority.

Chairman Oddo and Commissioner Ognio are serving on the new Transportation Committee and I voted in favor of both their appointments. Commissioner Ognio is serving as the committee's chairman and I am delighted that he is taking the lead.

In 2013, I asked Commissioner Barlow to take the Chairman's position on the county's Board of Health. He accepted and is now that Board's Chairman and doing a nice job.

I was saddened to see certain other persons left off the committee. One individual donated personal art works to the county and volunteered at various committee events. Another had an extensive arts background and was a vital part of creating and running a very successful event for the committee.

The disappointment comes from knowing that three people who were always critical of the committee, never volunteered for anything and even attempted to undermine committee projects got on the appointment list.

I refuse to subscribe to such tactics.

Since the appointees have been listed for approval en masse instead of individually as we normally do it, I will abstain from the votes so that it does not appear that I am voting against those on the list whom I think are qualified and capable of giving of themselves in a positive and constructive way."

Chairman Oddo responded to Commissioner Brown's statement:

Commissioner, I will make one statement that this is not political and I do believe this is up to the citizens now and I am very grateful to all the citizens who offered incredible amount of talent. And I think it's up to them to take this and move forward with it. So I appreciate it and I will respectfully disagree.

Commissioner Rousseau moved to approve the recommendation from the Selection Committee, comprised of Chairman Charles Oddo and Commissioner Charles Rousseau to nominate Charlie Cave, Robert Johnson, Samuel Patton, Heather Cap and Donna Rosser to the Fayette County Public Arts Committee to serve a term of one (1) year beginning June 1, 2016 and expiring May 31, 2017. Commissioner Barlow seconded. The motion passed 4-1 with Commissioner Brown abstaining. A copy of the request, identified as "Attachment 17," follows these minutes and is made an official part hereof.

16. Consideration of a recommendation from the Selection Committee, comprised of Chairman Charles Oddo and Commissioner Charles Rousseau to nominate Jeffrey Mellin, Roshier Sbaja, Tina Brown, Donna Thompson, Vicki Turner and Richard Brown to the Fayette County Public Arts Committee to serve a term of two (2) years beginning June 1, 2016 and expiring May 31, 2018.

Commissioner Rousseau moved to approve the recommendation from the Selection Committee, comprised of Chairman Charles Oddo and Commissioner Charles Rousseau to nominate Jeffrey Mellin, Roshier Sbaja, Tina Brown, Donna Thompson, Vicki Turner and Richard Brown to the Fayette County Public Arts Committee to serve a term of two (2) years beginning June 1, 2016 and expiring May 31, 2018. Commissioner Barlow seconded. The motion passed 4-1 with Commissioner Brown abstaining. A copy of the request, identified as "Attachment 18," follows these minutes and is made an official part hereof.

17. Consideration of the City of Fayetteville annexation of 29.63 acres east of Price Road Estates Subdivision, and the rezoning of said property from R-40 (Single-Family residential) to RTHC-PUD (Residential Townhouse Condominium).

Mr. Frisina stated that this is an overall development plan for an area that is in the City of Fayetteville but included is a portion of property that is in the unincorporated Fayette County. He stated that this is the second phase of the Price Road Estates Subdivision with approximately 20 lots in the area. There are approximately 54 lots in this area that are bisected by the lines. He stated that he, Chairman Oddo and Vice Chairman Ognio met with the City Manager and Planner for the City of Fayetteville and everyone agreed that this was an increase in density and intensity over what the County's land use or zoning would allow. He stated that one of the issues he had was the crossing of the stream and the number of lots. He continued that a map was resubmitted and it took the lot count down from 54 to 39 lots which is still a much higher density or intensity than what the County would allow but it did eliminate the stream crossing and provided a better buffer for the surrounding county properties. He stated that in his opinion the newly submitted map proposal is a good compromise. He stated that he does not recommend objecting to this portion. He stated that if the Board wishes to object, the objection has to be delivered by June 28, 2016 via certified mail or statutory overnight delivery and should include what material burdens would be placed on the county by the annexation.

Commissioner Brown questioned if the response had to be given based on the timeline from the submission of the first plan or the second plan. He expressed that he thought it should be based on the second submission and not the first one. Commissioner Ognio agreed.

County Attorney Dennis Davenport stated that the official plan provided to the Board initially is the first plan. He stated that the same people who provided the first plan also provided the second plan. He explained that the Board has the ability to start the clock over and go thirty more days from the second submission. He stated that from his understanding Fayetteville's proposal in the second plan would be the official plan. He stated that the timeframe of June 28 could be extended if the Board chose to recognize the second submission as of the date submitted.

Commissioner Ognio stated that even in the second plan the density is higher than what the County would allow. Mr. Frisina confirmed that both plans are higher. Commissioner Ognio stated that he would still object to the annexation.

Chairman Oddo called for comments in favor of the petition. There were no comments in favor of the petition. He called for comments in opposition of the petition. The following spoke regarding this petition.

Tonya Mathis: Ms. Mathis spoke in opposition.

Chairman Oddo clarified that a lot of the emails and correspondence that the Board has received has been regarding this plan. He stated that this matter beyond the County's control. He stated that the only thing the Board can take care of is whether not to object to the piece of property and whether or not it meets the County's land use plan. He stated that the Board is happy to listen to the objections but the objections will have to be directed to the City of Fayetteville, who is in charge of this plan with or without the County's piece of property. He stated that the City will hold a meeting the following week regarding this project.

Two citizens who did not identify themselves, spoke in opposition.

Brian Rochester: Mr. Rochester with Rochester and Associates, representing Fayette Ventures, spoke in favor of the proposal. He stated that there is no proposed connections to any of the other subdivisions. He continued that this property that is already in the city is already zoned for townhomes. He stated that the rest of the property is zoned for intense retail use. He stated that it is denser than what would currently be allowed, however, he felt like a compromise is offered that would give two thirds of the remaining property open space. He stated that the development is being pushed closer to what is already in the city.

Michael Harris: Mr. Harris spoke in opposition.

Mayor Edward Johnson: Mayor Johnson of the City of Fayetteville spoke in opposition. He stated that the City of Fayetteville has inundated with request from developers for high density multi-family dwellings. He stated that the City is researching with attorneys on how to abate these request. He stated that the City is not ready to handle a request such as this. He requested that the Board deny the request for annexation.

Steve Goulas: Mr. Goulas, a City of Fayetteville Planning and Zoning member spoke in opposition.

Doug Powell: Mr. Powell spoke in opposition.

Mary Carroll: Ms. Carroll spoke in opposition.

Gregory Moon: Mr. Moon spoke in opposition.

Michael Stevens: Mr. Stevens spoke in opposition.

Nick Dowdy: Mr. Dowdy spoke in opposition.

Jennifer Ringhoffer: Ms. Ringhoffer spoke in opposition.

Dan Arnett: Mr. Arnett spoke in opposition.

John Cernickey: Mr. Cernickey spoke in opposition.

Lindsey Cernickey: Ms. Cernickey spoke in opposition.

Chairman Oddo closed public comments.

Commissioner Brown moved to challenge the City of Fayetteville annexation of 29.63 acres east of Price Road Estates Subdivision, and the rezoning of said property from R-40 (Single-Family residential) to RTHC-PUD (Residential Townhouse Condominium) and to request that the City of Fayetteville offer official notification to the developer that they will not accept the property which will end the process. Commissioner Rousseau seconded. Discussion followed.

Commissioner Brown stated that Department of Transportation (DOT) wants to take over McDonough Road. He stated that they need that road for an arterial transportation corridor. He stated that DOT District 13, which is Clayton and Henry County, wants those projects. He stated that Fayette County cannot stop development, but the goal is to minimize the damage.

Vice Chairman Ognio encouraged the citizens to let their voices be heard. He stated that the County does not want to be like other areas. He stated that the County wants open areas and it is inevitable that developers want to come to the County because of the open land. He stated that they come and make their money and leave and the County would be stuck with the traffic issues. He congratulated the citizens for coming out to speak on this issue.

Chairman Oddo thanked Mayor Johnson for expressing his position. He also thanked Mr. Rochester for attending.

Commissioner Brown moved to challenge the City of Fayetteville annexation of 29.63 acres east of Price Road Estates Subdivision, and the rezoning of said property from R-40 (Single-Family residential) to RTHC-PUD (Residential Townhouse Condominium) and to request that the City of Fayetteville offer official notification to the developer that they will not accept the property which will end the process. Commissioner Rousseau seconded.

After discussion, Commissioner Brown restated the motion to include the word, "object".

Commissioner Brown moved to object the City of Fayetteville annexation of 29.63 acres east of Price Road Estates Subdivision, and the rezoning of said property from R-40 (Single-Family residential) to RTHC-PUD (Residential Townhouse Condominium) and to request that the City of Fayetteville offer official notification to the developer that they will not accept the property which will end the process. Commissioner Rousseau seconded. The motion passed 5-0. A copy of the request, identified as "Attachment 19," follows these minutes and is made an official part hereof.

PUBLIC COMMENT:

John Thompson: Mr. Thompson gave a "shout out" to Parks and Recreation Director, Anita Godbee, Deputy Chief Tom Bartlett and the teams in place for the Balloons Over Fayette festival. He stated that it was extremely hot, but that he had a delightful time and kudos to the Commissioners for moving forward with this. He stated that it is nice to know that a family event like this can be held in Fayette County.

ADMINISTRATOR'S REPORTS:

Steve Rapson, County Manager was absent. Chairman Oddo reminded everyone that the Board of Commissioners will hold a Special Called Meeting on Thursday, June 30 at 7:00 p.m. for the purpose of holding the second hearing for the fiscal year 2017 budget.

ATTORNEY'S REPORTS:

Notice of Executive Session: County Attorney Dennis Davenport notified the Board that he had six items for Executive Session. Two (2) items of Threaten Litigation, two (2) items of Pending Litigation, one (1) item of Real Estate and to review of the June 7, 2016 Executive Session Minutes for consideration in Executive Session.

COMMISSIONERS' REPORTS:

Commissioner Brown:

Public Arts Committee: Commissioner Brown stated that he appreciated the time on the Public Arts Committee and that he hopes it goes well. He stated that he looks forward to seeing what they come up with.

Hospital Authority: Commissioner Brown stated that he and Commissioner Barlow are on the Selection Committee for the Hospital Authority and it is incredible the amount of talent in Fayette County. He stated that the real shame is that he has to turn some of the applicants away. He thanked everyone who applied for the various committees. He encouraged the applicants who are not appointed to continue to look for opportunities to apply.

Vice Chairman Ognio:

Voters Encouraged to Vote in July 2016 Runoff Elections: Vice Chairman Ognio reminded the audience that a runoff election was upcoming and is very important. He challenged Fayette County voters to get out and have a higher voter turnout than the primary election.

Balloons Over Fayette Festival: Vice Chairman Ognio stated that the balloon festival was great. He stated that those who worked it were in the heat and had to handle a lot of the issues that occurred due to this being the first event like this one. He stated that a lot more people attended than expected but that was a good thing. He stated that the County is looking to do it again and possibly at a different location. He thanked the staff and the volunteers that worked all day in the heat. He stated that it shows the kind of citizens that are in Fayette County. He stated that maybe the Board could have them recognized at an upcoming meeting.

Commissioner Rousseau:

No comments.

Commissioner Barlow:

Balloons Over Fayette Festival: Commissioner Barlow thanked everyone for attending. He also gave kudos to those who were at the balloon festival. He stated that it was anticipated that 1,250 people would attend and there were 7,000 tickets sold and children under five were free. He stated that he arrived at 10 a.m. with Pete Frisina and he was amazed at the number of staff that were present. He stated that the best part was the families with young children that attended. He stated that the final count was around 10,000 to 12,000 people. He stated that there were a tremendous amount of difficulties, but they were handled.

Board of Health: Commissioner Barlow stated that Dr. Yolanda Wade, who was one of the unselected applicants for the Board of Health, is a big walker and that she wanted to start a walking program. He stated that he recruited her independently and he

and Dr. Wade have come up with a walking program called "Walk-About Fayette". He stated that it will meet weekly at the different parks in Fayette County. He stated the official launch will likely take place toward the end of July and the idea is that the Board of Health would lead the walk.

Chairman Oddo:

Balloons Over Fayette Festival: Chairman Oddo thanked the staff who worked the festival. He stated that he was at the follow-up staff meeting with the County Manager and although they were all talking about the glitches they all agreed that they would like to do it again next year.

4th of July: Chairman Oddo wished everyone a Happy 4th of July. He stated that everyone should reflect on the day and celebrate the day.

EXECUTIVE SESSION:

Two (2) items of Threaten Litigation, two (2) items of Pending Litigation, one (1) item of Real Estate and to review of the June 7, 2016 Executive Session Minutes: Commissioner Brown moved to recess into Executive Session. Vice Chairman Ognio seconded the motion. The motion passed 5-0.

The Board recessed into Executive Session at 10:07 p.m. and returned to Official Session at 10:53 p.m.

Return to Official Session and Authorization to Sign the Executive Session Affidavit: Vice Chairman Ognio moved to return to official session and for the Chairman to sign the Executive Session Affidavit. Commissioner Barlow seconded the motion. The motion passed 5-0. A copy of the Executive Session Affidavit, identified as "Attachment 20," follows these minutes and is made an official part hereof.

Condemnation of the Graves Estate: Mr. Davenport briefed the Board that they were able to resolve a condemnation of one of the properties on West Fayetteville Bypass owned by the estate of Graves. He stated that the terms and conditions for the final resolution would require the County to purchase a remnant that was left behind. He stated that the remnant's total acreage is 8.295 acres. He stated that in the terms and conditions stated they would accept the value of the property as previously agreed to for the other portion of the property which is \$11,000 an acre. He stated that if that is costed out it will total \$91,245, however, since the County has already paid for a permanent easement across the same 8.295 acres there will be a credit of \$5,010.50 and in addition the County has already paid consequential damages on those 8.295 acres in the amount of \$9,900. He stated that when those credits are added, the County's net cost is \$76,334.50. He asked for Board direction should the settlement have the Board's approval.

Vice Chairman Ognio moved to approve the condemnation as described by the County Attorney. Commissioner Barlow seconded the motion. The motion passed 5-0.

Approval of the June 7, 2016 Executive Session Minutes: Vice Chairman Ognio moved to approve the June 7, 2016 Executive Session Minutes. Commissioner Barlow seconded the motion. The motion passed 5-0.

ADJOURNMENT:

Vice Chairman Ognio moved to adjourn the June 23, 2016 Board of Commissioners meeting. Commissioners Barlow seconded the motion. The motion passed 5-0.

The June 23, 2016 Board of Commissioners meeting was adjourned at 10:55 p.m.

Tameca P. White, Chief Deputy County Clerk

Charles W. Oddo, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 14th day of July 2016. Referenced attachments are available upon request at the County Clerk's Office.

Tameca P. White, Chief Deputy County Clerk

BOARD OF COUNTY COMMISSIONERS

Charles W. Oddo, Chairman
 Randy Ognio, Vice Chair
 David Barlow
 Steve Brown
 Charles D. Rousseau

FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
 Dennis A. Davenport, County Attorney
 Floyd L. Jones, County Clerk
 Tameca P. White, Chief Deputy County Clerk



140 Stonewall Avenue West
 Public Meeting Room
 Fayetteville, GA 30214

MINUTES

Special Called Meeting

June 30, 2016
 7:00 p.m.

Call to Order

Chairman Oddo called the June 30, 2016 Board of Commissioners' Special Called Meeting to order at 7:00 p.m.

Acceptance of Agenda

Commissioner Brown moved to approve the Agenda. Commissioner Ognio seconded the motion. The motion passed 5-0.

PUBLIC HEARING:

- 1. Public Hearing on Fayette County's recommended annual budget for Fiscal Year 2017 which begins on July 1, 2016 and ends June 30, 2017, and adoption of Resolution 2016-08 establishing the annual operating, capital, and CIP budgets for Fiscal Year 2017.**

Assistant Chief Financial Officer Sheryl Weinmann gave a brief PowerPoint presentation on the Fiscal Year 2017 budget. County Administrator Steve Rapson stated that Resolution 2016-08 was prepared to officially adopt the Fiscal Year 2017 budget.

No member of the public spoke in favor of or in opposition to the proposed budget.

Commissioner Rousseau moved to adopt Resolution 2016-08 for Fiscal Year 2017 beginning July 1, 2016 and ending June 30, 2017, with said resolution establishing the annual operating, capital and CIP budgets for the next fiscal year. Commissioner Barlow seconded the motion.

Verbatim Transcript of the Meeting begins at the 7:08:11 timestamp of the audio recording.

Chairman Charles Oddo: Any discussion?

Commissioner Steve Brown: If I could, I just wrote something down today so I will be very brief with it and then we can go on.

[Commissioner Brown read his comments from a prepared paper. The written comments are:]

The Board of Commissioners had a vote that said no to a cost of living raise in FY 2016, offering instead a one-time 2% bonus, but no cost of living increase. It was discussed at that time that the need for the increase was not reflected in governmental statistical data, evaluating from 2013 forward. Those meeting minutes are worth reading.

The cost of living increase was brought back and placed on another agenda. This time, the same cost of living increase proposal moved forward on a 3-2 vote. This was in addition to the 2% one-time bonus.

Later, the Board's retreat was the weakest I have ever attended, and the overwhelming majority of departments were not included. The retreat, along with some previous policy and procedure disputes, gives the appearance that administrative staff wants to create a wall between the commissioners and the concerns of the departments.

At the retreat, the Board was told that revenue projections were incorrect, adding to the reductions in the title ad valorem tax, which is called the TAVT, from the state, but the cost of living increase remained unchanged. Staff should have given this information publicly to the Board prior to the vote approving the cost of living increase.

We are showing a tax increase in all of our taxing districts, but there is no increase proposed to cover the permanent pay increases in the general fund.

I agree with a point Commissioner Rousseau made in a previous meeting. We should accommodate unexpected changes by prohibiting departments from spending all their allocations, holding back on permission to hire new staff or make other contractual commitments if indicators give reason for concern.

My personal desire has always been for revenue to equal expenditures.

I believe we should review our strategy on fund balance and that we need to increase our focus on measuring performance to determine what has been accomplished with scarce government resources and then budget accordingly.

The Water System Director's nothing less than extraordinary turnaround of the water system, clearly measurable on performance, should be recognized and rewarded in some sort of pay increase. He is one of the least paid directors in metro Atlanta.

When I requested a proposal for compensation for that exceptional performance, an administrative comparison was made of the Water System Director salary versus other department heads. This "apples and oranges" comparison is unacceptable with no connection in logic and was never applied when calculating compensation for other department heads in the past.

Our budgeting should have a long-range perspective, but I feel as though this preparation reflects a "one year at a time" approach. The greatest downfall of elected officials is the failure to consider the long-term consequences of their actions and to insure the impacts of their budget decisions are understood over a multi-year planning span.

We need to assess whether program and service levels can be sustained, along with the pay and benefit increases, without increasing taxes. I do not believe it can be sustained without future tax increases the way we are heading.

Here is a warning which I hope we heed. Forces are now aligned to considerably increase population and traffic in and through our county. Some will attempt to induce the philosophy that those increases will bring economic prosperity. In reality, the increases will bring more government expense, higher taxes and a dilution of our quality of life.

If increased population and automotive traffic were the engines of prosperity, we would all be flocking to Gwinnett County.

The state is receiving \$900 million in road funds annually from the HB 150 gas and hotel sales tax. Leadership is not fighting for our share; thus, we have to scrape it out of our general fund which will mean increased taxes later on.

I disagree with the budget fundamentals herein and I will not support the proposal.

[End of Commissioner Brown's written and read comments.]

Oddo: Any other comments?

Brown: If I may too, just to add, I'm sorry, I did put on the dais, just for the record if any wants a copy of it, a *Citizen Letter* to the Editor from Mr. Paul Lentz, as some of you may recall, who was one of the largest critics of the Water System in 2013 when we were having the severe problems and knowledgeable about water. And he gave the new director and the system, as is, a glowing review from where it was in 2013. I just put that on the dais.

Oddo: Any other comments?

Commissioner Charles Rousseau: Yeah, I had a couple of things. My colleague raised some particular issues. I want to be clear, I guess, on these issues. There's a number of them. One being, I don't see a pay and class study that has been proposed. And you saying, you mentioned, on one occasion one particular department head that may be out of whack, I'll use that term. Or I think you did. Is there, has there been any discussion with respect to pay and class for all of our people so that we are being fair to them and evaluating the duties that they perform on a daily basis, and that it is in line with their classification. I know sometimes these lead all over the place so I want to be real targeted and specific. I would like to see where the discussion might go with respect to pay and class study. Is that one element of what you're describing Commissioner Brown? Is that an element?

Brown: Well, yeah, I was not looking for anything across the board at this point. But I was just pointing to the fact that in one particular instance where I did make a request on this specific instance where we had an extraordinary set of circumstances. I mean, to put it into context, most of the people that I knew in Peachtree City were buying bottled water and drinking water out of a bottle and out of a jug. And they were washing their car and their clothes with our water but they weren't drinking our water. And now, we have won several awards and we've brought the system up to where even the critics, the biggest critics we had, are now praising the performance of the system. I thought that was worthy of something and I thought, in addition, looking at some of the other counties and what they are paying, and I'm talking about counties of reasonable size comparison wise: Henry, Douglas, Cherokee. I thought it was a reasonable thing to do to look at some sort of increase.

Rousseau: I just want to take an element of that, and Mr. Administrator, if you could share some insight, if you've evaluated that, if you've looked at that. And I would like to advance it with my colleagues if you are open to consideration. I don't know what the cost would be. I am sure we would have to bid it out and all that kind of stuff.

County Administrator Steve Rapson: I think over the last four years pay and class has come up at least two of those years. It did not come up this year, but it came up the year before you actually were put on the board. The first year was the same year that Peachtree City happened to be doing a pay and class study. Their pay and class study was radically different than what we as a staff were proposing. We were proposing a pay and class study to validate classifications and ranges of that classification, whether it is a min-and-max classification as opposed to trying to fix what I call righting pay parity-type issues where there's compression within different classifications within a department. So, based on that, we had estimated the cost to be somewhere between \$100,000 and \$125,000 to review all the classifications with the county. At the time, we had some issues with the water and at that point we did a classification study on the water department, but only a section of the water department, which is the operational section. We have also, since I've been here, done a

classification study for the 911 department. We have not done one for everyone. The reason we think its not that huge of an impact is because there are lots of pay parity type issues but we do not think there are a lot of positions that are misclassified. Since I've been here in the last four years, we have taken some departments and we've certainly given them a lot more responsibilities than what they've had in the past. IT Department is a good example of that. Purchasing Department is a good example of that. And with those positions, based on the job duties they are doing today, because we went from a, and I know you have some Purchasing background which is why I am focusing on that, we went from a very decentralized Purchasing organization to a very centralized Purchasing organization. At the same time, we changed our policies and now we are focusing on the 20% of those contracts that are material contracts, so now they are getting involved in a lot of procurements that they didn't get involved in before, which drives the volumes which also drives the responsibility. So we would, I would assure you that our Purchasing, well, our Personnel Director thinks we are warranted and due for a pay and classification study. We've always done that through UGA for the consistency sake. They are the ones that have looked at everything we have ever done. They created the original system and any modification we've had to any positions would funnel through them. The Water Director, which is one of the positions that Commissioner Brown mentioned, is one of those positions that we do think is probably okay in regards to how its classification would be, but there are positions in other departments that probably would change. And so, you have to look at the entire organization to be able to determine whether that is warranted or not.

Rousseau: And that's why I raised the issue for equity sake across the board. We have a, in some instances, a written contract with some employees and we have an implied contract. But in both of those, our employees expect us to always treat them with the upmost fairness. Not saying we don't, it's just an implied contract. When you come to work for an individual or a corporation or an entity such as this, am I being evaluated and looked at fairly in terms of a number of things. One is pay. As I look at the reclassifications that are done in this budget for some other departments, for a few departments, and that's, you know, it's half-dozen [on one hand] or six on the other hand, I don't know if that is something that my colleagues are open to. I would like to advance as part of this discussion or part of this budget, for us to volley back and forth.

Rapson: I will tell you there is a little bit of distinction in regards to the pay and classification for what's in this particular budget. For instance, I would say that there are two classification changes in regards to the Human Resources and Buildings and Grounds, but the vast majority of the changes that you see in here that are going to be merit-related based are due primarily to the water department reorganization, some of the staffing level changes in the Sheriff's Department, and of course, the Tax Appraiser's Department.

Rousseau: It's just in my years of working in government, when you, when employees see this, it is always, right, wrong, or indifferent, they are taking care of the few but not taking care of the many. And that's just the essence of it.

Rapson: I would not disagree with that at all.

Rousseau: You can't get away from it. So I want to know that we are deliberate in our discussions and our evaluations of this process that we are putting the necessary resource in place to make sure that there is integrity in the system for all our employees. And so, that is the extent of my comment. I won't continue. But I just throw it out for my colleagues to consider as we look at adopting this budget. I don't know where the dollars will come from. I'm sure that's a discussion we can have. I know you have given a preliminary cost from your previous evaluation, \$100,000 to \$125,000, I think you said. I am sure it has to be bidded out.

Rapson: The study itself we estimate to be somewhere between \$25,000 and \$30,000. We're thinking the impact may be closer to maybe \$40,000 or \$50,000 which is where the \$100,000 came from. So it's not \$100,000 to do the study, it's \$100,000, because what you don't want to do is you don't want to do a study and then not be able to fund it and give the folks that are warranted increases some increases.

Rousseau: And I don't know if we will be. We have to be thoughtful in our deliberation. And so, Lewis, you're indicating that Carl Vinson, you would partner with them?

Human Resources Director Lewis Patterson: That would be my preference, yes.

Rousseau: Yeah, I mean they're the resident expert, neutral if you will, and do a comparative analysis on population, things of that nature, and blah, blah, blah, blah. Anyway, those are some of the comments I have with respect to the budget. I agree, as stated before, and Commissioner Brown you just reiterated that on the issues of sweeping when when we know our projections are falling short, we need to be able to have that authority or give the authority to the Administrator on a daily basis to sweep those funds so that we don't run into this issue of, you know, looking for dollars. I don't know what it takes to do that, if it is already in place and the Administrator has the authority to do that, or is it something we need to confer upon him in his daily responsibilities. But, as dangerous without having the ability to do that, that's why I raised it a couple of months ago. I certainly agree with your assessment right now. Thank you, Mr. Chair, those are the comments I have for right now.

Oddo: Any other comments?

Vice Chairman Ognio: Yeah, I guess when I look at these kinds of things I look at, you know, over the past couple of years with the raises and the bonuses and all, I feel like we've been doing, you know, the right thing for the employees. But I also look at things knowing that we got to make decisions where we are headed and what we are going to have to deal with. I mean, just like Commissioner Brown said, I mean, if all this housing comes about in the county, that's not a real profit for the county. That is costly. Houses end up costing us in services. Businesses usually help the county budget. But when you add all these houses and the traffic and all, I mean, we've got to have some long-term planning on that kind of stuff. It's just really hard to see. I know how tight this budget is. And I'm thinking what's going to happen next year. I mean, we may be in a real fix and have to have a big hit to the citizens, and I really don't want that to happen, so. But I also look at the employees and I don't think the employees understand that the county absorbed the healthcare increase. They didn't pass it on to the employees and I think that's a benefit to the employees. I mean, employees don't see that as dollars because they don't see it on their check, but, I mean, if they had to pay that increase out of their check they would definitely complain about it. So, I mean, we've kind of played the budget in both directions. I know the Water Director has done a fabulous job with the water department. I've looked at the numbers. I've looked at all the stats, how many peoples under him compared to how many people other department heads got under them. I will weigh all of that out, and, you know, while you think, well, he done such a great job we need to raise his salary, but some of the other departments have done great jobs too. Some of the other department leaders have more people under them, I mean, so, it's hard to pick out one person and raise their salary. I mean that's just. And as the pay class study, I've never really liked those. And one of the reasons why I've never liked them is there's never apples to apples, they are always apples to oranges. This county has more people doing this or that, so it is really hard to compare. But, I think we are on the right track, but I really worry about, I mean, this budget is a good budget. It's balanced. We talk about transfers, we are not using fund balance. We're using vehicle replacement, transferring it into the general fund so we can buy the vehicles. We're transferring the money in for the Griffin Circuit Court because we do all their pay services to pay the bills. So, we are not really using fund balance to balance the budget. The budget is balanced. And, so I would have to vote it. There are a lot of issues we need to, over this next year, we are really going to have to start talking about where the county's headed and what we're gonna do on the next budget. I would like to start early and I would like to meet with all the department heads, even if we have to do a two-day retreat or whatever, we are going to have to really get their input to how we are going to move forward in the future.

Oddo: I would like to add a few comments. I don't think that the COLA really, I don't know how that came into this. I haven't actually heard anybody this year ask for it. I think most of the staff is understanding of the situation the county is in. We don't want to lose sight of the fact, and I don't want to make this a discussion just a follow-up, but we don't want to lose sight of the fact the employees are and the staff is an integral part of getting this budget balanced. You sometimes you

have to pay more for one in order to get it balanced against another. The staff really worked hard. Finance Department worked extremely hard to get this balanced. Could we do it without the staff? Well maybe we could and maybe we couldn't. Maybe we'd find ourselves having to increase the budget just because we had a different staff. This staff is working hard and you do reward them. They haven't had their rewards for a number of years. You can look at anything. We at one point had a park that was proposed that would have been \$300,000, \$350,000 by itself that we turned down without even thinking of a COLA, but I just did not feel comfortable with that. And that was, fortunately, turned down. Yes, our job is to manage uncertainty. This Board of Commissioners is here to be here when the future get to be the present. We have a staff in place to help us manage that. If this was a private business we would be looking at our expenses and we would be trying to cut our expenses where we could without hurting our services. And most private businesses that are still functioning do just that, they cut their expenses where they can and they keep their staff animated and working with them. This is something that everything goes hand in hand. So, this budget here, I think is just an excellent budget in a very difficult situation nobody expected this year. We managed it, fortunately, because we have a staff that can do that. Next year, we don't know what's going to come. We may have a difficult time next year. We may have a much easier time. We don't know that now. I do know that every year that I've been here we've managed to add something to the general fund. Am I right about that, we have not missed a year without adding to the general fund? That's wise management of the resources of this county has. So I think this, I think we are being very efficient. I think we are trying our best to watch our dollars and the taxes that the citizens pay. And I know that there, you know, you look at the future with anticipation and people look at what is going on now with the general election and wonder what is going to become of this country. What we can do is watch out for ourselves, and I understand that. But this county is in good shape compared to most others, and we don't want to lose sight of that. We have things we will have to manage. We can talk to the department heads. We can work on things. We need to plan. There's nothing, that's the proper way to do things. I think we've been doing that, and I'm really quite proud of this staff that has put this together. So I just want to get that point out. And I do want to point out, yes, we've had some, Mr. Pope has done an excellent job in the Water Department. And, I think he knows that we understand and appreciate it. And I hope that the other department heads who have also done excellent jobs understand that we appreciate them. Some of their work is not as public as Mr. Pope's, but is just as critical. And we need to weigh that. We are in a situation where, if we want to reward somebody, we have to think of we are managing a staff of 728 people, and all of them feel like they are contributing. Some more than others, we know that. But we have to be very careful how we do this. This is not the time to be considering, when I see the time is right to consider increases, I think we know I am more than willing to do that. This is not the time and I don't think that's a negative comment about anybody's work performance. It's just this isn't the time to do it. So, I think the budget we put together is excellent and I have no other comments. Mr. Rapson?

Rapson: There are a couple of statements that were made that I would not be a very good county manager if I just let them lay. So let me just, let me just make a couple of observations. You know, first of all, we've had four balanced budgets the last four years we've been here. That's radically different, we can show you the blue and red line, but we made some pretty tough decisions that first year. Second year wasn't a whole lot better quite frankly. This past year caught us all by surprise because we've had a lot of growth but most of that growth came at the tail-end of the year. And since the assessments were impacted as opposed to growth we didn't reap those benefits of keeping the millage rate even rolling back and grabbing a bunch of revenue. This is the first year we've had our Public Safety funds, the 911, Fire, and EMS actually catch up to the point where they got some pretty good increases in fund balance, and that's one-hundred percent because we're not rolling back the millage rates associated with those funds. We've done, over the last four years, two full rollbacks. That means we have [foregone] \$3 million plus more dollars that we do not have available to us that the citizens [have realized as reduced taxes] do that are not part of this budget. So when we talk about balancing the budget, rolling back the second year, foregoing the \$1.3 million increase we would have had if we left the millage rate the same, which, quite frankly, everyone else around that's exactly what they're doing. So we are an anomaly in that regard. And while it is true that I will say that the county stepping up and actually providing the health care, that is one of the reasons why we can afford to pay our employees at some of the lower salaries compared to the corporate world is because of that healthcare. One of the

things that concerns me as the county manager is when I hear comments that we don't think long-term or that we are balancing the budget one year to the next. That is one-hundred percent, absolutely false. We look at where we are going to be three to four years out. Anybody can balance a budget from one year to the next. We're very, very hyper-focused in regards to our operations, our capital. We've got a vehicle and equipment replacement cycle plan put in place that are the envy, I can assure you, of all the county managers I speak too. We kind of hyper-glide over the fact that we've gotten there without fighting with our Justice Center and our Sheriff and everyone else. That is not the normal routine for a county. And the reason we do that is because we got 728 people rolling in one direction. And while I will agree that I have an outstanding water director, I can assure you I have other directors that are just as outstanding that have taken their departments to a different level compared to where we were four years ago. It gets down to a, it's a balance of equity and a balance of fairness for all of our employees. And I would be remiss to say that this budget is not taking care of those employees. There's no merit associated in this budget. If you talk to the employees they are appreciative of the two COLAs that we did, but that just treads water in regards to increases associated with living from one year to the next. I'm not a big COLA fan, so don't get me wrong there, I do think it should be merit based in regard to those increases, but the fact of the matter is for the last four years we haven't had those merit increases. And what you end up having and what you are going to end up seeing if it continues is you are going to see our best and brightest find other jobs because, quite frankly, they can. And at some point, we've got to do something to fix that. I personally think next year will self-correct itself because the growth that we are seeing now is not going to be your reassessment but is based on houses. We've got the Planning Department, we've got the stats that show that, we've got the Tax Digest that's showing that. So I just want to make sure that the Board understands my biggest thing that I think we do as a county is how we plan and how we approach our finances and the responsibilities that I have delegated to the department heads and the fact that they keep those budgets on track. They are going to do that, quite frankly, whether we compensate them or not. But at some point, we are going to reach a point where we can't do that anymore, and I think that, you know, I think one of the things that Mr. Rousseau was talking about is the pay study. When you do a pay study, and you do a pay study based on just the pay classification min-and-maxes, you are not rewarding the vast majority of those employees with that type of study because all that is going to do is change those employees you just hired, maybe move their minimum salaries up. But if you are in the right classification, and you penetrated that scale 20% maybe now you penetrated 30% because the scale moved but you don't get any increase associated with that. I don't know of any county that can afford to do what I call a pay parity type modification. Those are millions of dollars. So we're going to be stuck with some of the problems we currently have, there's no way around that. But I do think from a classification perspective, we are doing our employees a disservice by not rewarding those employees that are in essence working out of a classification, which we can validate through a third party, Carl Vinson and UGA. And I think that is probably something that is long overdue. We said that three years ago. I still feel like that's long overdue. So, I know we discussed it but I get the feeling we're getting ready to vote on a budget that does not include it. So, if there is something you want to do let's make sure we include that in this budget.

Rousseau: Well, I was just getting ready to ask Mr. Davenport since I made the motion can I modify my motion?

County Attorney Dennis Davenport: You may certainly amend your motion if you choose to do so.

Rousseau: I would like to, gentlemen, amend my motion to include the cost to adopt this budget with the included cost of \$50, \$30?

Rapson: I would safely say \$75,000.

Rousseau: To include \$75,000 not-to-exceed, if so, county manager administrator would have to bring it back to us, not to exceed to do a pay and class study, not a parity study, a pay and class study to be included for \$75,000 in my amended motion. I'd appreciate a second for discussion sake, or if it needs to go further, or maybe it will die.

Rapson: I could make a recommendation because the \$75 is kind of a loose number. If you pick \$60,000, then we could realign the money we currently know we have now in savings in regards to the balloon festival because we know we have \$64,500 budgeted for that. And we had a very successful event that won't require all that money to be allocated that way. I know that is Recreation money, but that is something you could do and it wouldn't change any of the budget numbers we have in front of us.

Rousseau: If that is acceptable do I, Mr. Davenport, do you follow that?

Rapson: Basically \$60, just change the \$75 to \$60,000.

Rousseau: Okay, I said not to exceed \$75 but \$60 is fine if that is acceptable. Again I would like to amend my motion for adopting the 2016-2017 fiscal year budget to include \$60,000 out of existing funds to conduct and pay and class study.

Commissioner David Barlow: Well, I seconded the first motion, but I don't think that we need that study. The latest report that I've read from the Harvard Business School said that salary was the third reason that people accept positions. The first is the working environment and the fact that they feel respected and appreciated for what they do. And they are happy with what they have. I doubt very seriously, the little bit I know of Mr. Pope, I doubt if he is an unhappy person. If he is, then I just have missed it somehow, because I think that he has a position that has allowed him to soar. And very few counties allow their directors to have the freedom that we have allowed all of our directors to have through the excellent leadership of Mr. Rapson. And it's difficult for me to sit here and listen to Commissioner Brown create controversy, like he is prone to do, and he'll be blogging about it. Just be sure and read what "Husband and Father of 2" says and be sure and read what "Upanatom" says on *The Citizen* blog because that's what he does. He goes back in and backstabs everybody with his comments, but he loves to create controversy. There is no controversy in the salary of our employees. We have the finest employees of any county in this state. And I've never heard Mr. Pope complain about anything. But Commissioner Brown has used the Water Department to be his soapbox ever since I've been a Commissioner. And sadly, I didn't get reelected because I would love to sit here and to browbeat him for the next two and a half years that he is going to be here because I am going to help him make sure that he is not here because he has publically said he is only going to run for two terms. He's got two and a half more years to sit up here and get on his soapbox and create controversy, and I for one am getting tired of it. But I do not want to second the study. I do not think we need that.

Brown: I wouldn't second it either, and I never blog anonymously. If I blog I got my name on it and my photograph.

Barlow: Oh, you're "Husband and Father of 2" and you're "Upanatom."

Brown: I never blog anonymously.

Barlow: Oh, yes. You blog about yourself. It's really the saddest thing, the narcissistic individual that you are.

Brown: Okay.

Rousseau: Order, Chairman, order . . .

Brown: Thank you, David.

Oddo: Let's get back on board here.

Brown: But the reason I don't support it, Commissioner Rousseau, is that I think it leads us right into the problems that I listed in my program as we can't afford the results of that study. There's no money to cover that, and with the other things that we have to do, that's what I'm talking about taking the approach and making sure you have the revenue to be able to do the things that we're going to have outstanding in the years forward. And I'm not sure you have the money to cover that.

Rousseau: I appreciate that discussion. I want to caution those who are listening in the room as well as viewing this on the screen, no way, shape, form, or fashion is my discussion, my issues associated with an individual. We're talking about the operation, and I think we're debasing our total operational needs when we get it down to individuals. That's not how this works. We need to be mindful of that. This study is designed for us to show equity, clarity, fairness with our people. Anyway, I don't want to invoke one individual's name as it has been bantered about this evening. We're talking about our operation, and it falls within the context of each and every individual that performs for us on a daily basis the services that we need. So, that's my issue, I am looking at big picture. And if we are in our operational structure, we just heard from our Administrator that he would support it, his evaluation says its needed, he just indicated and I wasn't here that over the last three or four years of budgets, two or three have been discussed, thrown out. I don't know when a good time is to evaluate our operation. You should be evaluating our operation daily and long-term. And I think he is doing that. I do agree when you look at budgets you do not look at calendar year to calendar year or fiscal year to fiscal year, you've gotta look three, five, ten years out. You mentioned the CIP and things of that nature. Excellent job in doing those kinds of things. But there are people in this equation. They are not widgets. They are not cars. They are not supplies. They are not equipment. They are individuals who make it happen. We may be going automated this, automated that, but somebody is pushing the button. And so anyway, I don't want to get on a soapbox while I do want to remind us of, my issue has nothing to do with individuals it has to do with the operation. And as long as we stay focused on that, which I think 90% of the time we do, and don't get caught in personalities, I think we are wise, prudent, and doing our job. Thank you, Mr. Chair.

Rapson: And for purposes of information to you, Mr. Rousseau, the last study was done seven years ago. We originally pitched something in 2000; I'm sorry, nine years ago. And we pitched to do the same type of pay classification that we are pitching now in 2014 and 2015. It was not pitched as of last year's budget, I want to make sure we're clear on that.

Rousseau: Not a problem.

Brown: And we had a couple of departments that we knew we needed to look at.

Rapson: We did.

Brown: And we did. I mean we went in there. And I understand your holistic approach.

Rousseau: Yeah, I don't care about a department . . .

Brown: And I owe Lee Pope an apology for where this meeting is going here today. I was citing this as an example because I'm gonna vote against this, so I needed to have my examples of why I was going to do it.

Rousseau: Okay.

Brown: It was just a rare example as someone who has worked in some of the largest corporations in the world and three-person start-up operations, I've never seen a dramatic turnaround like that ever; ever. And I was part of a really big corporate turnover that was, had incredible benefits, I never saw anything even close to what you have been able to pull off. You have my upmost admiration for what you had done as somebody who was intimately involved in that situation. That was a very, very deep hole to get out of and I thought it should be recognized. That was the point I was trying to make.

Rousseau: And I think to a man I wouldn't be wrong if all of us sitting on the dais right now wouldn't say the same thing. Remarkable, under some trying circumstances based upon what I have learned in the short tenure here. And I don't want to minimize it. But I going to say this also, that's the job he's hired to do. Fix it. Compensation is a part of that. And when you say that we've taken it down when you say, when we say that a couple of departments have been evaluated that's where you fall. That's where you get in trouble. A couple. The others feel as though they are left out and they are not a part of that holistic equation. But anyway, I am through Mr. Chair. I thank you for you all for indulging me. I didn't get a second. So, the original question stands, the original motion?

Oddo: That's a technical question.

Rousseau: Or do I need to restate the original motion?

Oddo: Excuse me just a second.

Rousseau: I'm sorry.

Oddo: Can I ask a technical question? Can somebody else second the amended motion?

Davenport: No. It takes Commissioner Barlow to second the amended motion. Now if Commissioner Barlow wants to withdraw his original second, someone else could second the original motion and do the amendment that way. But the way it stands right now, only Commissioner Barlow can amend the second.

Brown: Call the question.

Rousseau: Call the original question.

Ognio: So, I want to say a couple of things here. When I was talking about future things, I think staff does an excellent job. Vehicle replacement. Capital improvement. Budgeting. And all that. What I think we are going to fall short on in planning is we got no trigger point for when we add staff in anything and how we compensate for the added staff members. I mean, at some point with the growing population, there is going to need to be more firefighters, more sheriff's deputies, more, and I don't know how we're planning for that. I don't see that we've got any, you know, planning for that additional stuff. When it becomes available, the need's there and you have to raise taxes. That is going to be the only way to handle it it looks like, the way we are going now. But maybe if we could kind of have some kind of plan we can start planning ahead for these kind of things. And I, like I said, I think the staff did an excellent job with the vehicle replacement and the CIP. You know, I went to one of the classes that the ACCG puts on, and they actually used our Vehicle Replacement Policy as an example. I mean, you got to think you are one out of 159 counties and they picked your policy to be the best and making an example out of. So, the staff is doing an excellent job in those departments, but we still got to start doing some long-term planning on how we are going to increase staff when population increases. How we're gonna, we got a Transportation Committee now that hopefully will start dealing with some, how we are going to handle traffic, is it come. So I mean, we're headed in the right direction, we just got some more work to do.

Oddo: I might add, though, that I appreciate that, I understand that, and I agree with it. But there are ways to do it. One of the things that Carl Vinson does if we want to do it and if we want to pursue it is they'll do an analysis and tell us pretty much where our break-even is. Not all homes are drains. And I don't know what the break-even would be in Fayette County, but when you get a home around \$300, or \$330, or \$350,000, it actually starts providing more money than it requires in services. And we don't know what that point is. We do know that most of the homes in the county are probably in that range. You know there's a lot, there's a lot to what Commissioner Ognio said and there is a lot we can do to plan, but part of it is knowing where the point is at which services are a drain. Are we contributing to them or draining them, so? We are, probably, far ahead of most counties in this state already. And we need to keep on the track and do whatever we can to keep planning, and we are doing, I think we are doing that, so. At this point, unless anyone else has any more comments, I think we need to call a vote. Ready? Call the vote.

Rousseau: Call for the question.

Oddo: All in favor of approving public, approving the Resolution 2016-08 establishing the annual operating, capital, and CIP budgets for Fiscal Year 2017, signal by saying "aye" and raising your right hand.

[Chairman Oddo, Vice Chairman Ognio, Commissioner Barlow, and Commissioner Rousseau voted in favor of the budget.]

Oddo: Opposed?

Brown: Nay.

Oddo: Passes four to one with Commissioner Brown voting nay.

Verbatim Transcript of the Meeting concludes at the 7:52:23 timestamp of the audio recording.

Copies of the request and the newspaper article provided for the record, identified as "Attachment 1," follow these minutes and are made an official part hereof.

ADJOURNMENT:

Commissioner Brown moved to adjourn the June 30, 2016 Board of Commissioners' Special Called Meeting. Commissioner Barlow seconded the motion. The motion passed 5-0.

The June 30, 2016 Board of Commissioners' Special Called Meeting was adjourned at 7:52 p.m.

Floyd L. Jones, County Clerk

Charles W. Oddo, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 14th day of July 2016. Referenced attachments are available upon request at the County Clerk's Office.

Floyd L. Jones, County Clerk

COUNTY AGENDA REQUEST

Page 62 of 149

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of the proposed Public Participation Program in association with the Full Plan Update of the Fayette County Comprehensive Plan, and appointment of county staff and one member of the Board of Commissioners to the Steering Committee to facilitate the development of the Full Plan Update.

Background/History/Details:

The purpose of the Public Participation Program is to insure that citizens and stakeholders are aware of the Full Plan Update and are provided opportunities to provide input.

Fayette County is required to do a Full Plan Update of the Fayette County Comprehensive Plan by June of 2017. The Georgia Planning Act requires public participation for the Full Plan Update that involves "Kick-Off Public Meetings," a Public Information Outreach Plan, and required Public Hearings.

A Steering Committee shall be composed of county staff, one (1) member of the Board of Commissioners, and one (1) member of the Planning Commission to facilitate the development of the Full Plan Update. The members shall be appointed by their respective boards / commissioners. Staff requests the Board of Commissioners to appoint county staff and one member of the Board of Commissioners to the Steering Committee. The Planning Commission will also appoint one of its members to the Steering Committee.

What action are you seeking from the Board of Commissioners?

Approval of the proposed Public Participation Program in association with the Full Plan Update of the Fayette County Comprehensive Plan, and appointment of county staff and one member of the Board of Commissioners to the Steering Committee to facilitate the development of the Full Plan Update.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

PUBLIC PARTICIPATION PROGRAM

Introduction

The Public Participation Program is important in obtaining citizen participation and involvement in the Full Plan Update. The purpose of the Public Participation Program is to insure that citizens and stakeholders are aware of the Full Plan Update and are provided opportunities to provide input.

Stakeholders

The County will identify local stakeholders that have an interest in the development of the Full Plan Update and will seek their input. The stakeholders are comprised of representatives of local groups and organizations. Below is a list of suggested stakeholders and other stakeholder groups/organizations may be identified during the Full Plan Update.

Fayette County Suggested Stakeholder Groups/Organizations

County Staff (Various County Departments)
Law Enforcement (Sheriff's Office)
Fayette County School System
Fayette County Development Authority
Fayette County Chamber of Commerce
Fayette County Board of Realtors
Hospital
Residential Developers
Commercial Developers
Local Civil Engineering Firms, Specializing in Land Development
Local Land Trusts and/or Environmental Organizations
Senior Services
Local Representatives of Agricultural and Forestry (Farm Bureau)
Other Groups/Organizations Not Identified at this Time

List of Participation Efforts

The Fayette County Planning and Zoning Department will guide the citizen participation efforts associated with the Full Plan Update. The following will aid in the Public Participation Program:

Kick-Off Public Meetings

The Fayette County Planning and Zoning Department will host two (2) kick-off meetings to officially announce the Full Plan Update process to the citizens and stakeholders. At these meetings citizens and stakeholders will have the opportunity

to ask questions and provide written input. These meetings will take place starting in the summer of 2016. Fayette County School facilities will be utilized for these kick-off meetings, one in the northern portion of the County and one in the southern portion of the County.

Steering Committee

A Steering Committee shall be composed of County staff, one (1) member of the Board of Commissioners, and one (1) member of the Planning Commission to facilitate the development of the Full Plan Update. The members shall be appointed by their respective boards/commissions.

Public Information Outreach Plan

The Fayette County Planning and Zoning Department will publicize information on the Full Plan Update to citizens and stakeholders. The following will be used to inform the citizens and stakeholders about the Full Plan Update.

- Project Website – The Fayette County website will provide information on the Full Plan Update and will provide for web-based public input.
- Press Release: Press releases will be provided to local media to provide information on the Full Plan Update and seek input.
- Public Information Materials – Outreach materials will be created and used to provide information on the Full Plan Update. These materials will be distributed at public meetings and other County locations such as the Fayette County Library.
- Cable Television – Notices for input will be posted on Fayette County's public access station, cable channel 23.

Required Public Hearings

Fayette County will advertise all required public hearings in compliance with state regulations for transmittal of the Full Plan Update to the Atlanta Regional Commission and Georgia Department of Public Affairs for review.

COUNTY AGENDA REQUEST

Page 65 of 149

Department: Board of Commissioners

Presenter(s): Commissioner Charles D. Rousseau

Meeting Date: Thursday, July 14, 2016

Type of Request: New Business #11

Wording for the Agenda:

Consideration of Commissioner Rousseau's recommendation to adopt Policy No. 100.27- Gifts and Memorials.

Background/History/Details:

Fayette County's Parks and Recreation Donation Guidelines includes provisions for accepting gifts and memorials at county parks, however, Fayette County does not have a county-wide policy addressing the these kinds of donations.

Commissioner Rousseau recommends that Policy No. 100.27- Gifts and Memorials be adopted by the Board of Commissioners. This policy provides developed standards and procedures based upon best practices from information received from the experience of numerous resources.

The newly-proposed policy is attached for reference as Exhibit A

The Recreation Commission's "Donations" Guideline is attached as Exhibit B.

What action are you seeking from the Board of Commissioners?

Adopt Policy No. 100.27- Gifts and Memorials.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years? No

If so, when?

Is Audio-Visual Equipment Required for this Request?* No

Backup Provided with Request? Yes

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance Not Applicable

Reviewed by Legal

Approved by Purchasing Not Applicable

County Clerk's Approval Yes

Administrator's Approval

Staff Notes:

POLICY FOR APPROVAL OF GIFTS AND MEMORIALS FAYETTE COUNTY, GEORGIA

I. Purpose

From time to time organizations, groups and individuals may offer to Fayette County (the “County”) donations of money, land, services, vegetation, public art, equipment, or other items of value or request that monuments, memorials, plantings, plaques or art work be placed on County property to express public support, to honor individuals, or to commemorate specific events. The County is committed to enhancing and maintaining aesthetic and other public environment standards which nurture the human spirit as well as celebrate the heritage of the County and its citizens.

The statements which follow delineate the County’s policy for processing such offers and requests in a manner which is consistent with the assigned purposes and responsibilities of the various County departments impacted by such offers and requests. This policy does not pertain to naming of structures established by utilization of public or private funds.

II. Definitions

1. Contribution. A contribution to the County may consist of a donation or a sponsorship.
2. Donation. A donation may consist of monetary donations in the form of cash or stock, gift, grant, bequest, or sponsorship or take the form of non-monetary donations in the form of real property or in-kind donation. Donations may be unrestricted for unlimited use or restricted to specific uses by the donor.
3. Sponsorship. A sponsorship includes both a sponsor’s financial contribution and involvement in a specific activity, event, program or endowment based on a negotiated agreement. The County enables the sponsor to receive recognition related to the sponsorship in exchange for agreed upon financial support and participation.
4. Donor. An organization, group or individual who provides the County, or to one of its departments or affiliated organizations, a contribution or service without expectation of significant return.
5. Sponsor. An organization, group or individual who provides the County, or to one of its departments or affiliated organizations, funding support for a specific activity, event, program or endowment.

III. Standards

1. The standards for the County’s policy on gifts and memorials have been developed based upon best practices from information received from the experience of numerous resources.

2. Gifts and memorials of all types can be tangible ways of making a public improvement and/or making the importance of special life events for individuals, groups of individuals, or an entire community. Proposals for a gift or memorial for public benefit in a public location need to consider the broad community needs and interests with respect to project viability, durability, size, aesthetics, proportion, continuity, future development, and environmental impact. Such considerations must be weighed in planning community parks, landscaped green spaces and planted areas, trails, works of art, library improvements, interpretive historical plaques, fountains, benches, site furnishings, trees and all elements of an effective community environment.

3. Each plan for establishing a gift or memorial shall address concerns of maintenance and protection in as much as County resources for such responsibilities cannot be committed in the future without planned assistance.

4. Proposals for gifts or memorials shall not duplicate other contributions made to honor the same individual or events within the County unless special circumstances are judged to warrant exception by the County department accepting the donation subject to the review by the Board of Commissioners.

5. All gifts or memorials and improvements become the property of the County.

IV. County Procedures

1. Monetary Donations. Restricted and unrestricted monetary donations may be received by County departments in compliance with these policies and all pertinent County financial policies and with the concurrence of the County Administrator.

2. Stock Donations. Stocks are the proprietary element in a corporation usually divided into shares and represented by transferable stock certificates. In the event of stock donation, such a donation shall be liquidated and turned into cash or another liquid asset and treated as a monetary donation.

3. In-Kind Contributions. Proposed gifts other than monetary donations, land, or specific elements in these policies shall be reviewed by the County department intended to utilize the gift to enhance the provision of County services. Approval of in-kind gifts of equipment, materials or services may be given by the County department benefitting from the in-kind contribution.

4. Sponsor Contributions. Corporate or business organizations offering a sponsor's financial contribution for a County department activity, event, program or endowment shall be subject to all applicable laws and County ordinances, plans and policies. An appropriate County department may make the determination to accept differing forms of sponsorship contributions subject to the oversight of the Board of Commissioners. No policy can cover all types of contributor activities and associations, and therefore it will be incumbent for each County department to seek consultation and concurrence when sensitive social or behavioral issues place public service utilization or acceptance at risk.

5. Grants. A donation typically awarded as a subsidy for a specific use and/or program purpose usually after an application has been submitted and approved. Grants are typically made to the County by the federal and state governments, private and community foundations, corporations or businesses. Unless otherwise specified, grant funds are administered by the designated County department under the direction of the Chief Financial Officer and the County Administrator.

6. Land. Offered land or interest in land intended for a designated use or for ecological or other public value will be considered by the Board of Commissioners.

7. Parks. Land or resources intended as a public park will be assigned to the Recreation Commission which shall be responsible for creating a usage plan for the park in collaboration with the donor. The Recreation Commission shall review the plan and may offer recommendations to assure conformance of landscape, signage, plaques, works of art and accessories with aesthetic standards and maintenance services utilized throughout the City.

8. Landscaping. Resources intended for landscaping shall be contributed in accordance with the approval process in Section VII to assure compliance with the donor's intention and with the installation and maintenance requirements involved. Planning and Zoning will assist the Recreation Commission and the Public Works Department in the approval process for all gift and memorial landscaping contributions.

9. Trees and Other Vegetation. Upon receipt of a request and contribution, the Recreation Commission, the Public Works Department or other appropriate department will select and purchase a tree and all associated items in consultation with Planning and Zoning.

10. Stand-Alone Plaques. Individual freestanding plaques shall be mounted flush with the ground. The size of the plaque should be appropriately sized, consistent with the setting, and designed in consultation with the Recreation Commission or the Public Works Department with the concurrence of Planning and Zoning.

11. Installed Plaques. Installed or mounted plaques are those which are placed on a pedestal or boulder and are part of a larger setting or display. Responsibility for the design and placement of such memorials shall be with the accepting County department with the concurrence of the County Administrator.

12. Historical Plaques. The responsibility for display of historical interpretive information shall be with the County Administrator.

13. Contributions to the Library. Proposed contributions made to the Fayette County Library to enhance the property and buildings, fund approved projects, support undesignated disbursement, add to the library collection, or provide special equipment to support patron access to information shall be received by the library board and staff in accordance with library donation policies.

14. Works of Art. Proposals for sculpture and other works of art presented in various mediums and which meet the standards of the Public Arts Committee shall be reviewed by the County department responsible for the site of installation and ultimately approved by the Board of Commissioners.

15. Park/Street Accessories. Proposals for fountains, landscaping, plantings, picnic tables, kiosks, banner poles, historic lighting, seating and benches, drinking fountains, trails and signage shall be reviewed by the Recreation Commission and Planning and Zoning.

V. Criteria for Approval.

1. Each proposed gift or memorial shall meet the standards as identified in Section III.
2. If a gift is offered to honor deceased individuals, the memorial shall include recognition of deceased individuals only. It shall not include recognition of persons who are living.
3. The location of a gift or memorial shall be aesthetically integrated within a setting. It shall not block circulation nor preempt established plans for future development.
4. Qualified professionals shall design and install all gifts and memorials in consultation with the County department involved and advised by the County Administrator.
 - a. All wording on memorial plaques must be approved by the County Administrator prior to the fabrication of the plaque.
 - b. No stand-alone plaques will be installed unless installed at ground level.
 - c. The County recommends that multiple plaques be installed in a collective display area for increased security and public appreciation.

VI. Placement, Construction, and Maintenance Program.

1. Placement and construction of gifts or memorials may be completed by a County department or by an independent contractor as per arrangements between the donor and the County. Any party hired or employed by the applicant must provide proof of insurance approved by the County that may include and not be limited to: general liability; automobile; professional liability; performance bonds, workers' compensation coverage and others as may be required by the County.
2. Provision of maintenance for the gift or memorial shall be the responsibility of the County.

3. The County shall have the flexibility to move, remove or replace donations if necessary. A reasonable effort shall be made to notify the donor if a major change in the gift or memorial is effected.

VII. Costs.

1. The costs for the gift or memorial shall include the cost of purchase, installation, design, fabrication, transportation, site preparation, foundation, lighting, electrical, permits, etc., as required. The gift or memorial proposal shall include all-inclusive costs and any exclusion shall be clearly stated in the proposal.

2. Maintenance, restoration and possible replacement costs shall also be included in the arrangements made with the County. Public and park revenues simply cannot fully support the maintenance requirement needed. Because of this reality, funds will be set aside to provide for continuing responsible ongoing care both as necessary and as possible.

3. As permitted by tax legislation, the County department or affiliated organization receiving the gift or memorial will issue a tax receipt for each donation.

VIII. Approval Process and Procedure.

1. Initial Feasibility Consultation. Applicants interested in the possibility of making a gift or establishing a memorial shall submit a letter to the County Administrator who will refer the request to an appropriate staff member. The staff member shall interview the applicant and provide information on the County's Policies on Memorials and assist the applicant in preparing an initial proposal. When the initial proposal is received by the staff person, the proposal shall be referred to the appropriate County department for review assisted by the County Administrator.

2. Written Proposal. After meeting with the appropriate County department, the applicant shall submit a written proposal with specific information on the nature of the memorial and a map of the site being requested. The written application shall include details on size, wording, sketches, models or renderings as well as the information on installation and costs involved. Included with the proposal will be a maintenance plan prepared in consultation with a person experienced in the type of maintenance required.

3. Proposal Review. The appropriate County department shall review the proposal assisted by the County Administrator concerning the location, design, installation or maintenance of the memorial. The County department shall also consider the relationship of the review criteria to the proposal and the sufficiency of the maintenance plan as proposed.

4. Decision Making. The appropriate County department shall complete a review of the proposal and make a recommendation to approve, modify, or disapprove the proposal. Applicants requesting memorials and/or plaques must receive approval from the Board of Commissioners.

5. Donor Recognition. Contributions shall be acknowledged in a timely manner after formal acceptance of the donation has taken place.

EXHIBIT B

FAYETTE COUNTY
PARKS AND RECREATION DEPARTMENT

DONATION GUIDELINES

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1. INTRODUCTION

The Fayette County Parks and Recreation Department recognizes the need to promote community involvement and active participation in quality of life components throughout the community. Fayette County parks are very fortunate to receive support from hundreds of community members who regularly give time, money, property, and individual expertise to help ensure the park system continues to thrive and provide vital benefits and quality of life for Fayette County residents. Whether through youth associations, foundations, corporations, non-profit organizations, service clubs, or individuals, these community members work to augment park development, maintenance, and improvement programs.

This document's intent is to ensure that philanthropic traditions are fostered, that donors are treated with consistency and fairness, and that contributions are recognized in ways that support park resources and values. These guidelines shall be implemented through the authority of the Director of the Parks and Recreation Department.

2. APPLICATION OF GUIDELINES

These guidelines shall apply equally to donors. Each donation request shall be received upon its own merits and decided on a case-by-case basis. These guidelines do not create a precedent for the acceptance of donations. Exceptions to these guidelines may be made only through a predetermined donation program, fundraising campaign, or partnership agreement developed and administered by, or in cooperation with, the Parks and Recreation Department.

3. DONATION REQUEST PROCEDURE

Members of the public may submit donation requests to the Parks and Recreation Department for consideration using a standard "Parks and Recreation Donation Request" form, unless otherwise specified through a partnership agreement or predetermined donation program. Donation request forms are available online at www.fayetecountyga.gov/parks_and_recreation, or at the Parks and Recreation Department office. Completed donation request forms should be delivered to the Parks and Recreation Department office. Please note that request forms cannot be accepted at individual park locations.

For a request to donate items, or cash to purchase a specific item, a preliminary site visit and discussion between the donor and Parks and Recreation Director is often beneficial. Typically, no design work, procession of permits, or detailed research can be performed until a donation has been approved and items and/or donated funding are received by the Parks and Recreation Department or a signed agreement by the donor to deliver such by a specific date, has been received. If applicable, a final design must be approved in writing by the Parks and Recreation

Director prior to ordering, manufacturing, or construction of any donation items or features. Completed or installed items or features that have not been approved in writing may not be accepted, may be removed, or reasonable request may be made to correct any unacceptable elements.

Donation requests shall be reviewed by the Parks and Recreation Director with the assistance of other Fayette County staff, and the Recreation Commission for consistency with these guidelines. Donation request up to \$5,000 shall be reviewed by the Parks and Recreation Director and must be approved by the County Administrator. Donation request over \$5,000 shall be reviewed by the Parks and Recreation Director as well as the Recreation Commission. All donations over \$5,000 must be approved by the Fayette County Board of Commissioners. Donation requests shall be reviewed in a timely manner, typically within 90 days of donation request submittal. The Parks and Recreation Department and the Board of Commissioners retain the right to accept or deny donation requests. Special requests or appeals may be submitted in writing to the Parks and Recreation Director. Applications shall be reviewed throughout the year; however, installation of some site amenities and plantings shall be installed only twice per year – spring and fall.

4. GENERAL DONATION CRITERIA

Donations shall be consistent with the following criteria:

- a) Donations typically must support the needs of a specific park or facility in compliance with an adopted plan or other written guidelines regarding use, management, or improvement of the park or facility.
- b) Preference shall be given to donations that follow a prioritized list of approved projects and programs as defined by the Parks and Recreation Department.
- c) In the absence of an adopted plan or prioritized list of approved projects for a particular location, donation requests must demonstrate consistency with the customary use and best knowledge of future use of the desired locations, as determined by Parks and Recreation staff review.
- d) Donations shall include the true cost of donated items including staff time, labor, materials, and permits used in procurement and establishment of the donations, and the life-cycle cost for maintenance. Life-cycle cost for maintenance shall be on each specific item and based on the industry standard. If an industry standard cannot be obtained then the life cycle cost will be up to 10% of the true cost of the donated item.
- e) Corporate donations are encourage but shall not constitute an endorsement of or by Fayette County. Donations implying or suggesting commercial advertising or solicitation shall typically not be accepted.

5. DONATED ITEM EVALUATION CRITERIA

Potential donated projects, features, facilities, objects, artifacts, or materials (henceforth “items”) shall be evaluated by the Parks and Recreation Director according to the following guidelines:

- a) Donated items shall be considered only if there is an appropriate and safe location for placement.
- b) Donated items shall be made of durable, high-quality materials, and shall be in good condition to allow proper installation and long-term functions.
- c) Donated items must be free of inherent hazards or any other characteristics that could potentially cause harm or injury.
- d) In considering donated items for specific sites, future plans for each site must be considered, including improvements, renovations, conversions, or other changes in use.
- e) Donated items must be free of donor-imposed encumbrances, except as agreed to in writing by the Parks and Recreation Department.
- f) Donated items must be deemed in keeping with the character of the specific park or facility with consideration to scale, materials, subject, and style of the item and in relation to the physical site, its uses, and its users.

6. RECOGNITION OF DONATIONS

It shall be the goal of the Parks and Recreation Department to recognize all donations in one or more forms according to these guidelines. In order to protect park resources, values, and the experience of park users, methods of recognition and utilization of contributions shall fully respect the function, public values, needs, master plans, and priorities of park property and facilities. Such recognition and utilization of contributions shall be appropriate to the character of each individual park, shall not detract from park users’ experiences or expectations, or impair the visual properties of the park environment, shall not be perceived as advertising or commercializing the park, and shall not create a feeling or perception of proprietary interest.

- a) In the interest of equal treatment of donors, recognition of donations shall be made in accordance with standardized giving levels, with a preference for recognition of all donations to be made by direct acknowledgment to the donor (e.g., letter of acknowledgment) and other off-site recognition, and to minimize on-site forms of recognition. Exceptions may be granted in special circumstances with the approval of the Parks and Recreation Director.
- b) In order to prevent the proliferation of signs and visual clutter in the park environment, off-site forms of recognition are preferred. When a physical form of on-site recognition

is appropriate, temporary forms are preferable. Approved on-site recognition may be considered only in a manner that does not detract from the values, goals, and objectives of the Parks and Recreation Department or the appearance or function of the donated item, and that is otherwise consistent with the donation guidelines.

- c) All on-site recognition shall be subordinate to, and harmonize with, the characteristics of a park or facility and surroundings, and shall not inhibit routine park maintenance, use and enjoyment or detract from the park's values or interpretive message.
- d) In all forms of recognition, a donor's wishes for anonymity shall be respected. If a donation is made anonymously, an acknowledgment/recognition shall be denoted which reads, "Donated by Partners of the Fayette County Parks and Recreation Department."
- e) Corporate tag lines or marketing messages shall not be permitted on any form of recognition.
- f) Naming for parks or features shall be administered according to a Naming Policy. See *Appendix A*.

7. GIVING LEVEL STANDARDS

Recognition of donations through the above-listed methods shall occur according to the following giving level standards, except as described in *Appendix B*. Each giving level may include one or more forms of recognition from lower giving levels where appropriate.

Standards may be refined or modified through a predetermined donation program, fundraising campaign, or partnership agreement developed and administered by, or in cooperation with, the Parks and Recreation Department. The dollar amounts below represent cash or equivalent, appraised value.

\$1000 and under – *Letter of recognition*

\$1001 to \$2500 – *Off-site recognition*

\$2501 to \$5000 – *Donor Board*

\$5001 to \$10,000 – *Temporary sign*

\$10,001 to \$25,000 – *Integrated sign*

\$25,001 and above – *Plaque or permanent marker*

8. METHODS OF RECOGNITION

Letter of Recognition – A letter of recognition and thanks shall be sent to all donors. The letter shall acknowledge the amount of the gift, the donor, special circumstances that apply, and the

date of acceptance. The letter shall not attempt to value non-monetary gifts (e.g. trees, plants, etc.)

Off-site Recognition – New and innovative methods of off-site recognition shall continually be developed to honor the generosity of community donors. Examples include:

- a) Website Donor List – Donor lists may be kept on the Parks and Recreation website to recognize and appreciate donor contributions. Typically, online donor lists shall be kept for a maximum of three (3) years.
- b) Brochures – Articles about donors, donation projects, or other mention of donor names in the Parks and Recreation Brochure shall provide direct and community-wide recognition of contributions. Brochure articles may include detailed descriptions of projects and accomplishments that can help the community recognize the value of donations and public-private partnerships, thereby supporting expanded interest in donation and volunteer programs.
- c) Other Publications – In order to share specific information with the community supporting the use of the park system, a wide range of other printed materials such as activity calendars, maps, guides, books, and brochures are regularly published. These materials may include recognition of an underwriting sponsor, or, as appropriate, credit contributions towards a specific park, facility, or program.

On-site Recognition –

- a) Donor Boards – Placement of a donor board recognizing multiple donors may be permitted in appropriate locations provided the donor board is subordinate to, and in keeping with, the character of the park, is consistent with park sign design standards, and harmonizes with other features (e.g., interpretive displays). Donor boards must be part of a predefined donation program sponsored or co-sponsored by the Parks and Recreation Department. Donor boards should be constructed of durable, high-quality materials, may allow recognition of multiple donors through easily replaceable/exchange means, and may include a range of donation categories (e.g., volunteers, memorial gifts, donation of exhibit or archive materials, funds, etc.) as appropriate. Donors shall be advised that donor boards are not intended to be permanent and may need to be removed at any time due to future renovations, persistent vandalism, maintenance issues, or other unforeseen circumstances. No commitment for donor board maintenance for more than three (3) years shall be made by the county.
- b) Temporary Signs – Temporary signs may be used to acknowledge donor contributions on-site during a project period (e.g., construction period or the duration of a specific event or project). Temporary signs shall be uniform, of appropriate design and scale,

and clearly indicate both the Parks and Recreation Department and the recognition of the donor's contributions. Signs may carry a brief project-related or interpretive message. Signs shall be consistent with park sign design standards, be made of wood, corrugated plastic material, or high quality vinyl, and no larger than eight (8) feet in width x four (4) feet in height. Temporary signs shall be placed during the project period (e.g., construction period) and for no more than 90 days thereafter. However, phased or long-term projects may require appropriate exceptions as determined by the Parks and Recreation Director.

- c) Integrated Signs – Recognition of donor contributions may be considered on certain directional, interpretive, and informational signs. For instance, a trail head map or sign may also recognize a donor's significant contribution toward the construction of the trail. Similarly, interpretive displays may note that particular features such as overlooks or other facilities exist through the generosity of specific donors or volunteers. Recognition shall be clearly and substantially subordinate to the sign's intended message or information and shall be consistent with park sign design standards. Single-purpose recognition signs shall be avoided.

Recognition shall be limited to the placement of one (1) sign, in an appropriately conspicuous location, mounted on or near the donated tangible property. Said sign, of durable construction, shall measure no more than two square feet in area. The sign shall only be made of metal in a format approved by the Parks and Recreation Department. The donor and the Parks and Recreation Director shall agree in advance on the appropriate location for the sign. Again, the purpose of this requirement is to focus the recognition on the donation rather than on promoting any commercial service or product provided by the donor. Sign inscriptions are generally limited to the following statements:

(Optional item name or description)

In Honor of (or In Memory of)... (Legal Name)

(Optional line of description)

Presented by (donor name or group) on (date of installation)

An exception to this format may only be granted by action of the Recreation Commission. No commitment for sign maintenance for more than three (3) years shall be made by the county.

- d) Permanent Plaques/Markers– Recognition shall be limited to the placement of one (1) plaque/marker, in an appropriately conspicuous location, mounted on or near the

donated tangible property, and only in conjunction with existing facilities. Said plaques/markers, of durable construction, shall measure no more than one square foot in area, and shall be harmonious and integrated with the character and features of the park. The plaque/markers shall only be made of cast bronze in a format approved by the Parks and Recreation Department. The donor and the Parks and Recreation Director shall agree in advance on the appropriate location for the plaque/marker. Again, the purpose of this requirement is to focus the recognition on the donation rather than on promoting any commercial service or product provided by the donor. Plaque/marker inscriptions are generally limited to the following statements:

(Optional item name or description)

In Honor of (or In Memory of)... (Legal Name)

(Optional line of description)

Presented by (donor name or group) on (date of installation)

An exception to this format may only be granted by action of the Recreation Commission. No commitment for sign maintenance for more than three (3) years shall be made by the County.

Occasionally, significant donor contributions are directly related to a park or facility, such as through land donation, project sponsorship, or major restoration work. In such cases, it may be appropriate to mention a donor's contribution during selected programs, events, or materials, or when the donation is directly related to the program.

9. NAMING

A complete naming policy is outline in *Appendix A* of the Parks and Recreation Donation Guidelines.

10. RECOGNITION OF DONATED ITEMS

Specific items may be donated for placement and use in parks and parks' facilities according to Section 5, Donated Item Evaluation Criteria. Recognition of a donated item displayed in a park shall be allowed according to Section 8, Methods of Recognition, and as appropriate for the value of the gift as determined by an independent appraisal. Recognition through interpretive material associated with a donated item may be allowed if consistent with recognition guidelines.

11. RECOGNITION OF MEMORIAL GIFTS

Memorial donations (gifts made in memory of a deceased person) may be recognized in the same way as other gifts, i.e., through any form of recognition described in Section 8, and shall meet the criteria for each specific form of recognition. An honoree for a memorial gift must have been deceased for at least one (1) year prior to application. Inclusion of dates in on-site recognition is strongly discouraged. Instead, memorial donation recognition may precede the name of the memorialized individual with the words, "In memory of," except as described otherwise through a predefined donation program.

Note: Placement of personal, human, or animal remains or other objects is expressly prohibited within Fayette County parks and shall not be approved or permitted.

12. EXISTING ON-SITE RECOGNITION

A range of donor recognition and memorials currently exist throughout the park system, some of which may not be in conformance with these guidelines. Out of respect for these donors and their families, existing on-site recognition established prior to the enactment date of this document shall be allowed to remain until such time as they are removed or replaced in accordance with these guidelines.

13. ADOPTION PROGRAMS

Adopt-a-Park, Adopt-a-Trail, and other adoption programs are designed to provide significant community care and support of specific parks and facilities through volunteer labor or other donations in exchange for recognition of this support. Adoptions shall be considered partnerships, documented in a signed agreement, and may be recognized through a sign located at the place of adoption for the duration of the adoption. Adoption signs shall be consistent with park sign design standards and shall be subject to the approval of the Recreation Commission.

14. CATALOG PROGRAMS

Catalog programs may be developed to raise funds for specific park-related needs. Catalog programs may offer a variety of items such as picnic tables, benches, trash cans, trees, shrubs, and perennials at a predetermined donation amount. See *Appendix B for a complete list of catalog items*. Catalog programs not listed in *Appendix B* shall be reviewed and approved by the Parks and Recreation Director for content, methods, and adherence to these guidelines prior to establishment. Catalog programs not listed shall include a price list and description of a variety of items. All prices must include necessary administrative cost and maintenance cost.

15. PARTNERSHIPS

The Parks and Recreation Department may elect to enter into a partnership with other organizations for purposes of soliciting donations for a specific program, project, or event. Partnerships represent a special relationship in which the department and partner organization(s) cooperatively pursue a common goal for community benefit supporting the mission of the Parks and Recreation Department. A written agreement shall be drafted and signed by both parties prior to dedication of significant county resources such as funding or staff time. The agreement shall establish the goals, expectations, commitments and obligations, roles, time line, specific outcomes, and other pertinent information for the partnership. Recognition of partner organizations' contributions shall follow guidelines for donor recognition as established in this document, unless otherwise stated in the partnership agreement.

Parks and Recreation Department Endorsement in Partner Organization Literature – If an organization is engaged in fundraising under an approved agreement with the Parks and Recreation Department, the organization's fundraising literature and public statements may include a quotation from the Parks and Recreation Director (or designee) commending the organization's efforts and endorsing the fundraising activity.

16. EVENT SPONSORSHIP

Signs or banners advertising privately-sponsored events may be placed within the park at the perimeter of the approved event venue and within the event venue. If requested and approved through the special use permit, unobtrusive directional signs may also be placed at selected, permit-approved locations within the park for purposes of way-finding. Signs typically must be placed no sooner than 24 hours preceding the event and shall remain for no more than 24 hours following the event.

For events cosponsored with the Parks and Recreation Department, limited on-site use of sponsors' logos and names on event facilities, signs, and printed materials at special events may be allowed at the discretion of the Parks and Recreation Director. The size, scale, and location of corporate logos and names shall be subordinate to the event facilities and area. Under no circumstances shall corporate logos and or names be displayed in a manner suggesting endorsement by Fayette County or the Parks and Recreation Department.

If sponsorship or a special event requires on-site recognition of donors or sponsors, a written agreement shall be drafted and executed prior to approval of the event wherein the responsibilities of each party shall be described, including specific language to eliminate the appearance of endorsement by Fayette County. This documentation may be in the form of a

special use permit, a memorandum of understanding, or an exchange of letters or other written agreement.

17. CORPORATE LOGOS

Fayette County Parks are not considered appropriate venues for advertising, and it is therefore desirable to minimize the use of corporate names, logos, and slogans within the park environment. The use of corporate logos may be permitted in conjunction with approved special events. Corporate names (but not logos, tag lines, or slogans) may be used in any form of recognition for donations as described in *Section 8*. Corporate logos may not be used except to acknowledge donations of \$25,000 or more, or for special partnership programs. In all cases, corporate logos shall be unobtrusive and subordinate to the donation or event message and shall not contain corporate tag lines or other marketing-oriented phrases.

18. ENDORSEMENTS

Standards of ethical conduct issued by Fayette County and conflict of interest statements prohibit county employees from using or permitting the use of their position, title, or authority to endorse any product, service, or enterprise. However, the standards allow exceptions when endorsement is given by the Parks and Recreation Department as recognition in support of the department's mission. The following forms of endorsements may be allowed:

- a. Letter or Public Statement – Private individuals or organizations often engage in activities that contribute clearly to the Parks and Recreation Department's mission, including, but not limited to, the donation of funds, supplies, or services. In appropriate cases, the Parks and Recreation Director or appropriate staff designee may issue a letter or public statement commending and endorsing an individual's or organization's efforts.
- b. Parks and Recreation Department Recognition in an Organization's Self-Advertising Promotion – Any entity may reference the Parks and Recreation Department's commendation, certificate, plaque, or other form of recognition from the department in its own advertising, promotions, or other activities that are intended to promote good will or enhance corporate name recognition. In these instances, care should be taken to reference only the Parks and Recreation's recognition of contributions to the community and specifically avoid implying or suggesting any endorsement of a product or service offered by the entity.

19. SPECIAL PRIVILEGES

Making a donation or co-sponsoring a special event does not entitle the donor/sponsor to any special privileges, other than those described herein, in the park rules, or as authorized and administered by the Parks and Recreation Department prior to acceptance of the donation.

Any requests by such parties shall be subject to the same approval criteria as a request by any member of the public (e.g., special use permits).

20. EMPLOYEES/VOLUNTEERS

Forms of employee/volunteer recognition such as “Employee/Volunteer of the Month or Year” plaques shall be allowed where such displays are part of a formal, predetermined program in conformance with these guidelines.

21. MAINTENANCE AND DURATION

Improvements made in a Fayette County park become the property of Fayette County and shall be maintained accordingly by the Parks and Recreation Department under the administrative direction of the Parks and Recreation Director. The Parks and Recreation Department can offer no guarantee or obligation, legal or otherwise, to maintain or replace signs, plaques, materials, equipment, structures, or other donated resources that are vandalized, lost, stolen, or otherwise damaged or destroyed. However, maintenance of donated items may occur as follows:

- a. The responsibility of the Parks and Recreation Department for maintenance or replacement of donated resources serving a direct, broad public benefit shall be treated as equal to the responsibility for maintenance and replacement of other county property, at the discretion of the Parks and Recreation Director, for a maximum period of five (5) years, unless other provisions for maintenance and/or replacement have been stipulated in a written agreement with the donor.
- b. Typically, maintenance staff is able to respond only to major vandalism, graffiti, or other damage. Donors should be aware that staff are unable to carry out higher levels of care such as cleaning, sanding, polishing, oiling, or other treatments that address normal age and use. The department reserves the right to remove or relocate donated items or donor recognition when reasonably required as a result of necessary park operations.
- c. The maintenance or replacement of donor recognition, except in association with signs or other materials providing direct, broad public benefit, shall be the responsibility of the donor. The county reserves the right to remove or modify donor recognition that is hazardous, damaged, in poor repair, or that interferes with park operations.
- d. At any point after the five (5) year period described above, if the condition of a donated item requires extensive maintenance or removal, an effort shall be made to contact the original donor. Donors shall be given the opportunity to replace the item at the actual cost at the time of replacement. If the donor declines to replace the item, the item may be removed and may become available again to the general public as a donation opportunity.

- e. If practical, donation recognition shall be removed from deteriorated items and returned to the donor. If a donor cannot be reached, recognition material shall be retained by the Parks and Recreation Department for a period of one (1) year to be claimed by the donor. Unclaimed recognition may be recycled or discarded after one (1) year.
- f. At the end of the life cycle term for a donation, the donor may choose to extend the life cycle term by paying for the current value of a new donation and its associated maintenance cost. The Parks and Recreation Department reserves the right to seek a new donor for the donation at the end of the established life cycle should the original donor choose not to renew the donation, or if the Parks and Recreation Department has not been able to contact the original donor.

APPENDIX A

NAMING POLICY FOR PARK LANDS AND FEATURES

1. INTRODUCTION AND PURPOSE

The Parks and Recreation Department shall oversee the naming of park lands and features within the park system, with the exception of certain large buildings. To ensure fair and consistent application of naming, all park lands and features requiring naming, or for which formal naming is requested, shall be evaluated and processed in accordance with these guidelines. Approved naming or renaming shall not constitute an obligation to provide a sign or other indication of the name.

2. JURISDICTION

The establishment of formal legal names of permanent real property owned by Fayette County (including parks) requires action by the Fayette County Board of Commissioners and cannot be accomplished through administrative action. Only the Fayette County Board of Commissioners retains the authority to carry out action to establish legal names. Features or distinct areas within parks such as picnic structures, fields, or gardens can be named through administrative action.

3. COMMON NAME VS. LEGAL NAME

For operational and public identification purposes, the Parks and Recreation Department frequently refers to park property by a particular name which has not been legally defined or assigned by the Fayette County Board of Commissioners. Such names are called “common” or “use” names. In many cases, common names are used for long periods of time and subsequently appear in documents and printed materials. Names may only achieve a legal standing by one of two means:

- a. Fayette County Board of Commissioners’ resolution adopting the name
- b. Fayette County Board of Commissioners’ adoption of a plan or document in which the common or use name is clearly used to identify the property or facility

4. NEW PROPERTY AND FEATURES

As new property is acquired and new features are constructed, the Fayette County Parks and Recreation Department typically establishes a name based on one or more of the source criteria listed below. Similarly, the Parks and Recreation Department may establish a name for existing park property or features which have not been named.

- a. Adjacent Street- Names referencing an adjacent street.
- b. Geography – Names referencing geographical characteristics of an area near the park or facility, with consideration being given to archeological, geological, topographical, botanical, zoological,

or human-made geographical characteristics. Geographical names shall reference features expressing timeless qualities likely to maintain name appropriateness over time.

- c. History – Names referencing a historic person, place, culture, or event associated with the land or facility.
- d. Subdivision/Neighborhood – Names referencing the surrounding neighborhood or subdivision comprising a significant portion of the park service area.

5. RECOGNITION NAMING

Naming park land or features in recognition of a person, group, or entity shall be considered based on the following criteria:

- a. Donor – Names referencing a donor, or a name suggested by a donor, may be considered in exchange for significant contributions. Naming of land, where the land itself is donated, may be considered where the appraised value of the donated land is \$150,000 or greater. Naming of donated features constructed using donated funds may be considered for donations of the feature construction, or if the acquisition cost is \$50,000 or greater. Long-term gifts and endowments are encouraged and may also be considered for naming opportunities.
- b. Honoring a Living Person – Park land and features may be named to honor a living person whose gift or service to the community is of a most extraordinary nature.
- c. Honoring a Deceased Person – Park lands and features may be named to honor a deceased person to recognize an extraordinary service or gift to the community. Request for naming in honor of a deceased person shall be considered after two (2) years from the date of death.
- d. Group Recognition – Park lands and features may be named to recognize an organization or group for extraordinary service or gift to the community.

If official action is taken to name the donated feature or facility in honor of the donor, the duration of the name may be noted at the time of such designation. Most likely that duration shall coincide with the estimated service life or the life of the facility.

6. RENAMING PROCEDURES

In order to respect past community values, a commonly – or legally – named park or feature shall not be renamed in its entirety under most circumstances. The following procedures describe the process for renaming park lands and features in a variety of circumstances:

- a. Renaming Through Public Process
During public discussions within a park or open space planning process, a general consensus may be reached to rename park land or features to better reflect current community values or the area's special characteristics, or for similar reasons deemed significant by participating members of the community. Public discussions of naming shall be directed to address the criteria outlined herein.

Legal change of the name for a park does not occur unless or until formally adopted by the Fayette County Board of Commissioners. Name change for a feature or area within a park shall take place when the plan is adopted by administrative order.

b. Renaming a Park or Features Outside of Public Process

Requests for renaming outside a public process may originate from members of the community, organizations, or elsewhere. An official written request for renaming must be sent to the Parks and Recreation Director containing the following information:

- Description of feature to be renamed
- The proposed name
- Concise description of reason (s) for the name change
- A description of how the renaming request meets the criteria contained with this policy

If the proposed name recognizes a living or deceased person, the proposal must also contain the following:

- Compelling evidence of the extraordinary contribution of the individual to the community
- Date of the death, if applicable
- Explanation of how renaming a park or feature would improve community awareness and historical perspective

7. NAMING APPROVAL PROCEDURES

All naming requests and proposals shall be reviewed by the Parks and Recreation Director. After the review, the Parks and Recreation Director shall forward a recommendation to the Recreation Commission who may elect to accept or reject the request. The Recreation Commission may elect to forward the naming request to the Fayette County Board of Commissioners for action if the request is judged to have a high level of controversy, or to change names with prior legal standing. The Parks and Recreation Director or the Recreation Commission has the right to decline to forward the request to the Fayette County Board of Commissioners for naming of subordinate areas or features within a park.

APPENDIX B

PARK ELEMENTS, TREE, AND PLANT DONATIONS

1. INTRODUCTION

Park elements, trees, and a variety of plant materials represent the most popular types of donations to the Parks and Recreation Department. Special guidelines shall apply to these donations to help ensure ongoing, equitable donation opportunities for individuals and organizations and to maximize community benefit. All other Donation Policy guidelines shall apply unless otherwise noted herein.

Donation applications shall be reviewed throughout the year; however, installation of furnishing and plantings shall be installed only twice per year – spring and fall. Specific types of trees and plants may only be planted during a specific time period recommended by the Fayette County Extension Department.

2. PARK ELEMENT DONATIONS

Park elements include components such as benches or bench swings, trash cans, water fountains, kiosks, pet stations, picnic tables, flags, interpretive signs, upright monuments, and art. Park elements shall be installed in locations approved by the Parks and Recreation Department in accordance with an available site plan or an approved list of suitable locations as developed by the department. All locations shall be subject to Parks and Recreation Department review, including on-site investigation of utilities, irrigation, potential conflicts with trees, and other technical or functional factors potentially affected by the installation of the park element.

Park element donations become the property of Fayette County and shall be maintained accordingly by the Parks and Recreation Department under the administrative direction of the Parks and Recreation Director. The department can offer no guarantee or obligation, legal or otherwise, to maintain or replace park elements that are vandalized, lost, stolen, or otherwise damaged or destroyed. However, maintenance of donated items may occur as follows:

- a. The responsibility of the department for maintenance or replacement of donated resources serving a direct, broad public benefit shall be treated as equal to the responsibility for maintenance and replacement of other county property, at the discretion of the Director, for a maximum period of five (5) years, unless other provisions for maintenance and/or replacement have been stipulated in a written agreement with the donor.
- b. Typically, maintenance staff is able to respond only to major vandalism, graffiti, or other damage. Donors should be aware that staff is unable to carry out higher levels of care such as cleaning, sanding, polishing, oiling, or other treatments that address normal age and use. The department reserves the right to remove or relocate donated park elements or donor recognition when reasonably required as a result of necessary park operations.

- c. The county reserves the right to remove or modify donated elements that are hazardous, damaged, in poor repair, or that interfere with park operations.
- d. At any point after the five (5) year period described above, if the condition of a donated item requires extensive maintenance or removal, an effort shall be made to contact the original donor. Donors shall be given the opportunity to replace the item at the actual cost at the time of replacement. If the donor declines to replace the item, the item may be removed and may become available again to the general public as a donation opportunity.
- e. If practical, donation recognition shall be removed from deteriorated items and returned to the donor. If a donor cannot be reached, recognition material shall be retained by the Parks and Recreation Department, and the donor shall have one (1) year to claim the recognition material. Unclaimed recognition material may be recycled or discarded after one (1) year.
- f. At the end of the life cycle term for a donation, the donor may choose to extend the life cycle term by paying for the current value of a new donation and its associated maintenance cost. If the Parks and Recreation Department is unable to contact the donor or the donor chooses not to renew, any recognition on the park element shall be removed and the site shall be offered to a new donor. It is important that the donor always keeps his/her contact information current with the Parks and Recreation Department.

Bench or Bench Swings, Picnic Tables, Trash Can, Water Fountains, Kiosks, and Pet Station Donations

Types – All designs and specifications shall be in accordance to the Parks and Recreation Department’s guidelines to ensure consistency with the character of the location, other nearby site furnishings, and existing planning documents.

Donation Recognition – Donation shall be recognized on the donated item itself in a method that is subtle, subordinate to the character of the item, and that avoids interfering with the comfort of the user. Recognition inscriptions shall typically include the words, “In Honor of” for a living donor, group, or organization, and “In Memory of [Legal Name],” for a memorial donation. The donor and the Parks and Recreation Director shall agree in advance on the appropriate location and wording for the recognition plaque/marker.

Donation Locations – Benches, Bench Swings, Picnic Tables, Trash Cans, Water Fountains, Kiosks, and Pet Stations shall be installed at each park site in accordance with the park’s respective development plan, master plan, or an approved list of suitable bench locations as developed by the Parks and Recreation Department. All locations shall be subject to Parks and Recreation Department review, including on site investigation.

Bench or Bench Swing Donations – The following general location criteria shall be considered in determining bench or bench swing locations:

- a) Benches or bench swings shall be located to serve as an appropriate resting place such as at the summit of a steep trail, at an interval along a trail or walkway, at a scenic overlook or other vista point, near playgrounds or other park amenities, and

- at other special locations. Benches or bench swings should offer a comfortable place to enjoy the natural, historic, recreation, or other features in the area or park.
- b) Benches or bench swings shall be placed at intervals appropriate to the intended use and scale of the park, or the specific area within the park. For example, benches placed around a lawn area in a community park might be spaced closer than benches placed along a trail. Generally, benches or bench swings in a natural setting shall be placed at an interval where only one bench or bench swing at a time can be seen.
 - c) Benches or bench swings shall not be placed in a location attracting pedestrian traffic or activity that would damage natural resources, such as in a location to which visitors would make a new path through a pristine or sensitive natural area, or in a location where litter might cause particular maintenance problems. Bench or bench swing locations shall avoid creating unsafe conditions, such as offering a platform for children to stand on in order to climb a tree, or locations situated close to vehicular traffic lanes or other potential hazards.
 - d) Benches or bench swings shall be placed in locations that offer easy observation from public streets, commonly used facilities, frequented trails, etc. to reduce the likelihood of negative use. Care should be taken to avoid hidden or dark locations that may encourage illegal or inappropriate activities.

Cost of Bench Donation – the true cost of the bench includes actual equipment, donor recognition, staff time, labor, permits used in procurement and establishment of the donation, and a life cycle cost for maintenance over five (5) years. The fee schedule shall be adjusted periodically to reflect increases in cost of living or inflation. The Parks and Recreation Department shall be responsible for the purchase of all material and the installation of the various donated items.

Cost of Bench Swing Donation – the true cost of the bench swing includes actual equipment, donor recognition, staff time, labor, and permits used in procurement and establishment of the donation, and a life cycle cost for maintenance over five (5) years. This price shall then be relayed to the potential donor. The fee schedule shall be adjusted periodically to reflect increases in cost of living or inflation. The Parks and Recreation Department shall be responsible for the purchase of all material and the installation of the various donated items.

Picnic Table Donations - The following general table location criteria shall be considered in determining picnic table locations:

- a) Tables shall be located to serve as an appropriate place such as under a pavilion, at a scenic overlook or other vista point, near playgrounds or other park amenities, and at other special locations. Picnic tables should offer a comfortable place to enjoy the natural, historic, recreational, or other features in the area or park.

- b) Tables shall be placed at intervals appropriate to the intended use and scale of the park, or the specific area within the park. For example, tables under a pavilion might be spaced closer than tables placed at a scenic overlook. Generally, tables in a natural setting shall be placed at an interval where only one (1) table at a time can be seen.
- c) Tables shall not be placed in a location attracting pedestrian traffic or activity that would damage natural resources, such as in a location to which visitors would make a new path through a pristine or sensitive natural area, or in a location where litter might cause particular maintenance problems. Table locations shall avoid creating unsafe conditions, such as offering a platform for children to stand on in order to climb a tree, or locations situated close to vehicular traffic lanes or other potential hazards.
- d) Tables shall be placed in locations that offer easy observation from public streets, commonly used facilities, frequented trails, etc. to reduce the likelihood of negative use. Care should be taken to avoid hidden or dark locations that may encourage illegal or inappropriate activities.

Cost of Table Donation – the true cost of the table includes actual equipment, donor recognition, staff time, labor, permits used in procurement and establishment of the donation, and a life cycle cost for maintenance over five (5) years. This price shall then be relayed to the potential donor. The fee schedule shall be adjusted periodically to reflect increases in cost of living or inflation. The Parks and Recreation Department shall be responsible for the purchase of all material and the installation of the various donated items.

Trash Cans, Water Fountains, Kiosks and Pet Station Donations – the location of the park elements shall be located to serve as an appropriate place within the park.

Cost of Trash Cans, Water Fountains, Kiosks, and Pet Station donations - the true cost of these particular items shall be researched by staff and shall include actual equipment, donor recognition, staff time, labor, permits used in procurement and establishment of the donation, and a life cycle cost for maintenance over five (5) years. This price shall then be relayed to the potential donor. The fee schedule shall be adjusted periodically to reflect increases in cost of living or inflation. The Parks and Recreation Department shall be responsible for the purchase of all material and the installation of the various donated items.

American Flag, Interpretive Signs, Upright Monuments, Public Art, and Other Park Element Donations

Types – All designs and specifications shall be in accordance to the Parks and Recreation Department's guidelines to ensure consistency with the character of the location, other nearby site furnishings, and existing planning documents.

Donation Recognition – Donation shall be recognized on or near the donated item in a method that is subtle, subordinate to the character of the item, and avoids interfering with park users. Recognition inscriptions shall typically include the words, “In Honor of” for a living donor, group, or organization, and “In Memory of [Legal Name],” for a memorial donation. The donor and the Parks and Recreation Director shall agree in advance on the appropriate location and wording for the recognition plaque/marker.

Donation Locations – Shall be installed at each park site in accordance with the park’s respective development plan, master plan, or an approved list of suitable locations as developed by the Parks and Recreation Department. All locations shall be subject to Parks and Recreation Department review, including on-site investigation.

American Flags – The location of an American flag and flagpole shall be located in an appropriate place within the park. Flags deteriorate quickly when exposed to the elements, and the size of a flag is determined by the type, size, and configuration of the pole on which it is to be mounted. Consequently, donated flags must be of size and quality suitable for the site and the environment in which it is to be located. Flags may be subject to replacement, paid for by the donor at the time when the Parks and Recreation Department staff determines replacement is needed.

Interpretive Signs – The location of interpretive signs may be installed at sites that are appropriate for describing the history, geology, and environment of a particular area. Interpretive signs shall be a size that is in keeping with the character of the site. Interpretive signs shall be a design that meets requirements for access to the disabled. Interpretive signs shall be designed in such a manner that is consistent with other interpretive signs on the site. Interpretive signs shall be constructed of materials that are of high quality, vandal resistant, and able to withstand harsh environmental conditions.

Upright Monuments – Monuments resembling those typically found in cemeteries shall not be installed at any park facility. Exceptions to this policy are monuments installed by the Parks and Recreation Department commemorating the history and/or dedication of a park facility.

Public Art – All donation requests are subject to full review and approval by the Recreation Commission.

Other Park Element Donations – There may be other donations possible, other than those expressly listed or contain in this policy. The Parks and Recreation Department may accept those donations subject to a review by the Recreation Commission.

Cost of flags, interpretive signs, public art, and other park element donations - The true cost of these particular items shall be researched by staff and shall include actual equipment, donor recognition, staff time, labor, permits used in procurement and

establishment of the donation, and a life cycle cost for maintenance over five (5) years. This price shall then be relayed to the potential donor. The fee schedule shall be adjusted periodically to reflect increases in cost of living or inflation. The Parks and Recreation Department shall be responsible for the purchase of all material and the installation of the various donated items.

3. TREE AND PLANT DONATIONS

Special guidelines shall apply to the donation and recognition of trees, shrubs, and other living plant material in the park system.

Special Programs - May be established by the Parks and Recreation Department to provide a broad range of consistent, preapproved tree and other plant donation opportunities throughout the park system. Tree locations, species, and/or donor recognition may be established as part of the predetermined program in accordance with these guidelines. Tree and other plant material donation requests outside special programs may be considered; however, utilization of preapproved donation opportunities, including special programs and new park construction, is strongly preferred.

Species Selection – Offers of donated plants shall be declined if the plants are considered invasive according to the Parks and Recreation Director or if the plants exhibit characteristics considered incompatible with a public park (e.g. certain plants exhibiting fruit, nuts, thorns, poisonous or allergenic qualities, shallow roots, etc.). In order for a donation to be accepted, trees and other plant species must be determined by the Parks and Recreation Director, in conjunction with the Fayette County Maintenance staff, to be compatible with the general or specific conditions of a proposed location including climate, soil, solar aspect, air quality, drainage, wind, and other factors. The trees listed below would be very appropriate in the Fayette County parks, and all are “majestic” trees that can outlive our great grandchildren.

Castanea mollissima – Chinese Chestnut

Cryptomeria japonica – Japanese Cryptomeria

Metasequoia glyptostroboides – Dawn Redwood

Quercus glauca – Japanese Blue Oak

Quercus myrsinifolia – Chinese Evergreen Oak

Fagus grandifolia – American Beech

Pistacia chinensis – Chinese Pistache

Cedrus deodara – Deodar Cedar

Corylus avellana ‘Contorta’ – Harry Lauder’s Walking Stick (smaller tree)

The plants listed below would be very appropriate in the Fayette County parks and are very drought tolerant:

Adam's Needle Yucca
Ice Plant
Lamb's Ears
Russian Sage
Sedum
Hens and Chicks
Artemesia spp.
Purple Heart
Coneflower
Dianthus spp.
Rudbeckia spp.
Verbena
Blanketflower
Rosemary
Miscanthus
Carex spp.
Holly Fern
California Poppy
St.-John's- Wort – Variegated
Southern Shield Fern
Agave
Cat-mint
Mahonia
Blue Festuca
Dusty Miller
Moss Rose
Feather Grass
Lantana
Thrift
Yarrow
Zinnia
Sweet-potato vine
Creeping fig
Variegated Ivy
Black Mondo Grass

Location – Donated trees and other plants shall be installed at each park site in accordance with each park's respective concept design, master plan, or defined by special donation programs. All locations require the prior approval of the Parks and Recreation Director to ensure compatibility with utilities, irrigation, and other technical or functional factors. Modification of locations may be necessary following a site investigation. The general location criteria shall be considered:

- a) Trees and other plants shall be located to provide shade, shelter, wind breaks, physical definition of park areas and facilities, and visual interest. Where possible, trees and plants shall serve multiple functions.
- b) Trees and other plants must be located where existing automated irrigation is available. Existing irrigation must be compatibly zoned for the type of tree or plant donation. If irrigation is not available, the donation amount must include the full cost of extending irrigation services to the desired location, or include a written agreement that the donor shall accept responsibility for watering the tree or plant for an appropriate amount of time by whatever means is agreeable to the department and available to the donor without the assistance of county staff.
- c) Trees and plants shall be located to preserve existing open spaces, unless otherwise specified in an approved concept design or master plan.

Recognition for Donations – Donated trees and plant material shall be recognized with off-site forms of recognition only.

Tree Donation Maintenance and Duration – Donated trees located in special program sites shall be maintained by the Parks and Recreation Department for a maximum period of three (3) years from the date of planting. During that establishment period, trees in special program sites shall be replaced if stolen, vandalized, or are found by Parks and Recreation staff to be in a nonreversible decline in health. No agreement shall be made by the department regarding pruning, grafting, or specialized treatment of donated trees. The department shall accept no responsibility for maintenance or replacement of donated trees that are not watered by an automated irrigation system, and/or where a donor has agreed to accept responsibility for watering the tree.

Various species of trees exhibit different growth patterns including periods of dormancy, and may react negatively to environmental stress factors beyond the control of Parks and Recreation Department staff. If a tree shows potential for a healthy recovery, staff may elect not to remove and replace the tree in favor of close monitoring for continued health.

If a donor wishes to pay for replacement of a declining tree after the three (3) -year maintenance period, it may be allowed at full replacement cost. If the original cost of purchase included a percentage for the life cycle cost for maintenance, or for the extension of irrigation, those fees shall be excluded from the cost of the replacement tree.

Plant Donation Maintenance and Duration – No agreement shall be made by the Parks and Recreation Department for the replacement of donated living plants with the exception of trees. Donated plants other than trees that decline or die at any time after installation may or may not be replaced, as determined by the Parks and Recreation Department staff to be in the best interest of the public.

Notice of Change or Removal – Due to continually changing and evolving landscaping needs in parks, any donation of trees or other plant material shall be made with the understanding that it

may become necessary in the future to remove donated items from specific locations. Notification of the donor regarding changes shall be made only if a donation is marked by on-site recognition.

Special Circumstances – Typically, donated trees and other plants that need to be dug and transported shall not be accepted. Exceptions may be made in cases where the plant has high historic value and a reasonable chance of surviving transplant shock.

Cost of donated trees or other plants - The true cost of these particular items shall be researched by staff and shall include actual trees or plants, equipment, donor recognition, staff time, labor, permits used in procurement and establishment of the donation, and a life-cycle cost for maintenance over five (5) years. This price shall then be relayed to the potential donor. The fee schedule shall be adjusted periodically to reflect increases in cost of living or inflation. The Parks and Recreation Department shall be responsible for the purchase of all material and the installation of the trees or plants.

FAYETTE COUNTY PARKS AND RECREATION DEPARTMENT

DONATION AGREEMENT FORM

Donor Name: _____

Donor Organization (if applicable): _____

Address: _____

Home Phone: _____

Cell Phone: _____

E-mail: _____

Park for Donation: _____

Proposed Location: _____

Park Element or Tree/Plant (description) _____

Plaque: _____ yes _____ no

Inscription: 3 lines with 45 characters per line maximum including spacing and punctuation

Gifts to Fayette County Parks and Recreation Department are considered outright and unrestricted donations. The Fayette County Parks and Recreation Department does not guarantee permanency of the accepted donation. If a donation has to be relocated, the department staff shall attempt to notify the donor. The donor declares to have read the Fayette County donation guidelines. The donor understands and agrees with the conditions set forth in the donation guidelines and agrees to pay the Fayette County Parks and Recreation Department any donation funds within one (1) month of notification that the donation has been approved.

____ I have read and understand the donation policy

Signature Donor

Date

Mail, fax, or e-mail completed form to:

Anita Godbee, Fayette County Parks and Recreation Department, 140 W. Stonewall Ave., Fayetteville, Ga. 30214, FAX: 770-461-1941, agodbee@fayettecountyga.gov

FOR OFFICE USE ONLY

Accepted by _____ Date _____

Parks and Recreation Director _____ Date _____

Cost \$ _____ Paid \$ _____ Date _____

Exact location verified _____

Inscription proof reviewed by donor _____

MEMORIAL SUGGESTIONS

ITEM	SUGGESTED DONATION	10% LIFE-CYCLE COST FOR MAINTENANCE
BENCH		
BENCH SWING		
PICNIC TABLES		
TRASH CANS		
WATER FOUNTAINS		
KIOSK		
PET STATIONS		
AMERICAN FLAG & FLAGPOLE		
INTERPRETIVE SIGNS		
UPRIGHT MONUMENTS		
PUBLIC ART		
TREE		
PLANT		

Staff will research the costs involved with the purchase, delivery, installation, and maintenance of any donation request. This price will then be relayed to the potential donor.

COUNTY AGENDA REQUEST

Page 99 of 149

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval of staff's recommendation to accept a donation from private citizens, businesses, and community leaders, in an aggregate amount of \$37,487.00, for the installation of a Kenwood Park Monument and Memorial Garden in honor of late Commissioner Pota Estel Coston.

Background/History/Details:

The late, Honorable Commissioner Pota Estel Coston was the first African American elected to the Fayette County Board of Commissioners. In her short tenure as Commissioner, she forged relationships across all ethnicities and party affiliations, and she demonstrated excellence, courage, and exceptional service to the citizens of Fayette County.

Many citizens, businesses, and community leaders wish to honor the legacy and memory of Commissioner Pota Coston. To accomplish the goal, they have joined to sponsor and fully fund the development of a monument and memorial garden to be located at Kenwood Park.

The monument and garden will include a natural gray granite monument, four natural gray granite cornerstones, gray granite and tile pavers; bench seating, trash receptacles, plantings; mulch, a drip-irrigation system, and a three-year maintenance plan.

The total estimated cost of the donation is \$37,487.00.

What action are you seeking from the Board of Commissioners?

Approve staff's recommendation to accept a donation from private citizens, businesses, and community leaders, in an aggregate amount of \$37,487.00, for the installation of a Kenwood Park Monument and Memorial Garden in honor of late Commissioner Pota Estel Coston.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



Proposal for a Kenwood Park Monument & Memorial Garden to Honor Commissioner Pota Estel Coston

Presented to:
Anita Godbee, Director of Parks & Recreation,
Fayette County, GA

To Honor and Perpetuate

There are people you meet in life who make a difference because of the kind of people they are. When they are sorrowfully taken from us, the void is even greater and the need to recognize them is overwhelming. This is the case with the life and death of Commissioner Pota Estel Coston.

The Honorable Pota Estel Coston

- Born in Elkins, West Virginia
- Graduated from Marshall University, B.S. Criminal Justice
- Retired from IRS as a Senior Executive Service Director of Field Operations, Southeast Region
- Married 33 years to Bernie Coston and has one son Bernard
- Elected as Fayette County Commissioner, District 5, November 2014

To Honor

The primary objective is to honor the legacy and memory of the Honorable Pota Coston

To accomplish this goal citizens, business and community leaders of Fayette County have joined to sponsor and fund the development of a monument in her honor

The desired location of the monument is Kenwood Park

Why Kenwood Park?

Pota:

- An advocate for the revitalization and improvement of Kenwood Park
- A supporter of Kenwood Park's Master Plan and Phase II improvements
- Personally considered Kenwood Park as a place of relaxation and inspiration

To Perpetuate

Commissioner Coston should be memorialized not only because of the historical significance as the First African American elected to the Board of Commissioners. More significantly, in her short tenure as Commissioner she forged relationships across all ethnicities and party affiliations and demonstrated excellence, courage and exceptional service to the citizens of Fayette County.

Commissioner Coston left her footprint throughout our community ...



AVPRIDE

Director of Work Force
Development Program

Fortitude Education &
Cultural Development Center, Inc.



Tyrone Founders' Day



Fayette Factor



**Fayette College &
Career Academy**

Sub-Committee for Marketing & Enrollment

**Rotary Club
of Peachtree City**

**Friends of
Tyrone Library**



**Fayette County
Ethics Board**



**Fayette County
Chamber of Commerce**



**Historic Hopeful
Church & Cemetery**



**Women Working
Wonders**

Video Presentation

Coston Monument & Memorial Garden

click or add hyperlink to your browser search box to view video presentation

<https://youtu.be/veUckuLCcaI>

Memorial Garden Specifications

- **Plantings & Mulch -**

Liriope (234)
Rudbeckia (44)
Knockout Roses (26)
Siberian Iris (18)
Compacta Holly (8)
Limelight Hydrangea (2)
Assorted Grasses (57)
Crape Myrtle (2)
European Hornbeam 3" (2)
Deodar Cedar 10-12' (3)
Nutall Oak 2" (8)
Mulch - dark brown in beds &
pine straw on hillside

** Land preparation and installation included*

- **Hardscape -**

Circular Paved Memorial Surround w/Pavers
embedded

Memorial Footing, raised bed area topped w/4-6"
stone

4 Granite Cornerstones installed

- **Irrigation (drip) -** Sprinkler system installation

- **3 Year Maintenance -**

Annual mulch refresh

A single annual pruning/dead heading is
recommended for the Rudbeckia, Roses and Crape
Myrtles. This is recommended, but not required.

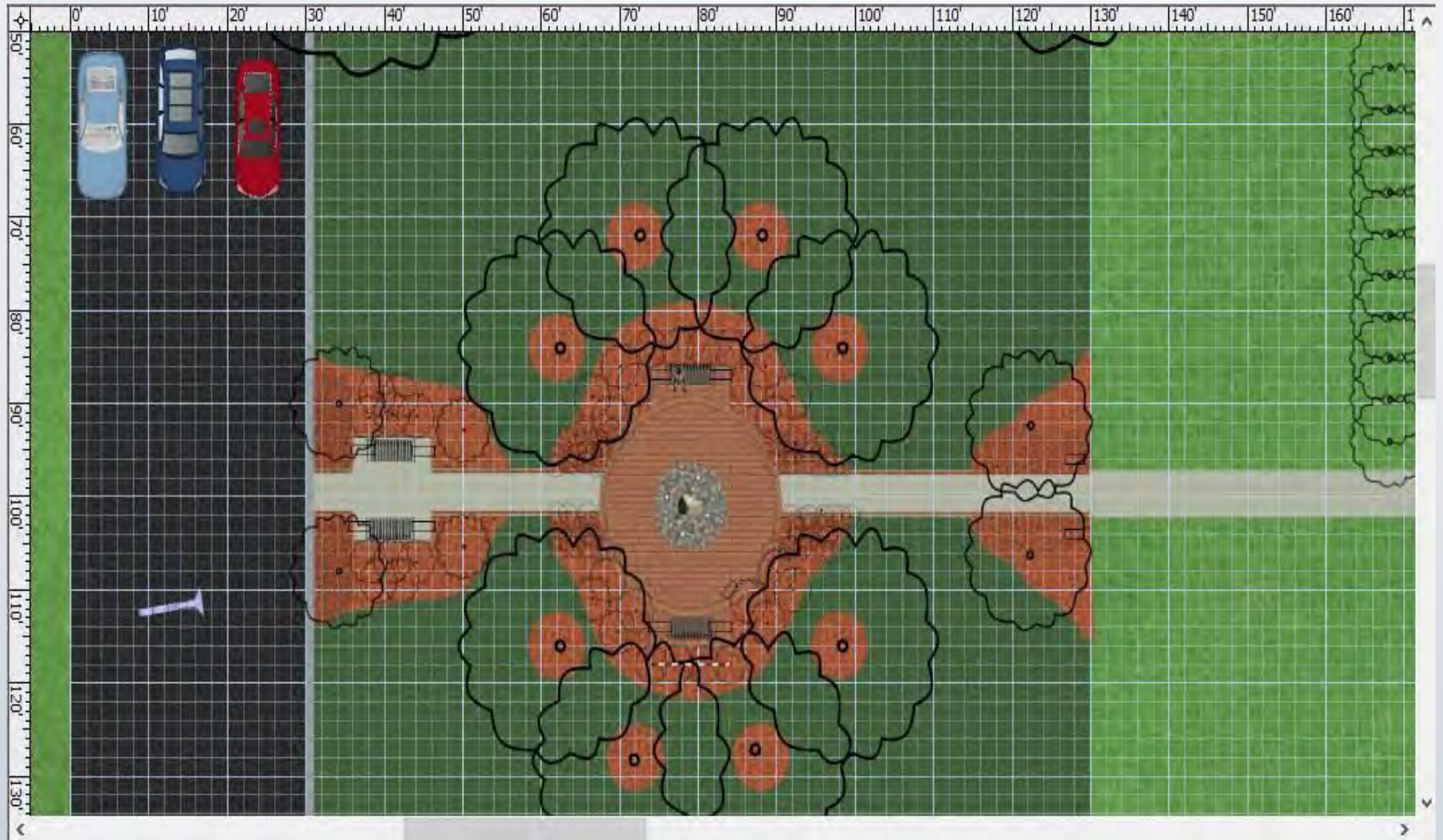
A slow release fertilizer will be installed on all the
plantings once annually

Irrigation - a standard back flow testing once per
year

Irrigation Drip Specifications

- **Irrigation System:**
 - Round control boxes mounted below grade with irrigation controllers inside
 - Multi Zone Control Module - 3-4 Zones
 - 750-1,000 feet of tubing (drip or pop-up system)
 - every plant, tree and bed area is covered
 - Pressure reducers
 - 200-300 feet schedule 40 pipe
 - Low voltage wiring for control valves for each zone
 - 4 - 1 1/2" sleeves for sidewalks

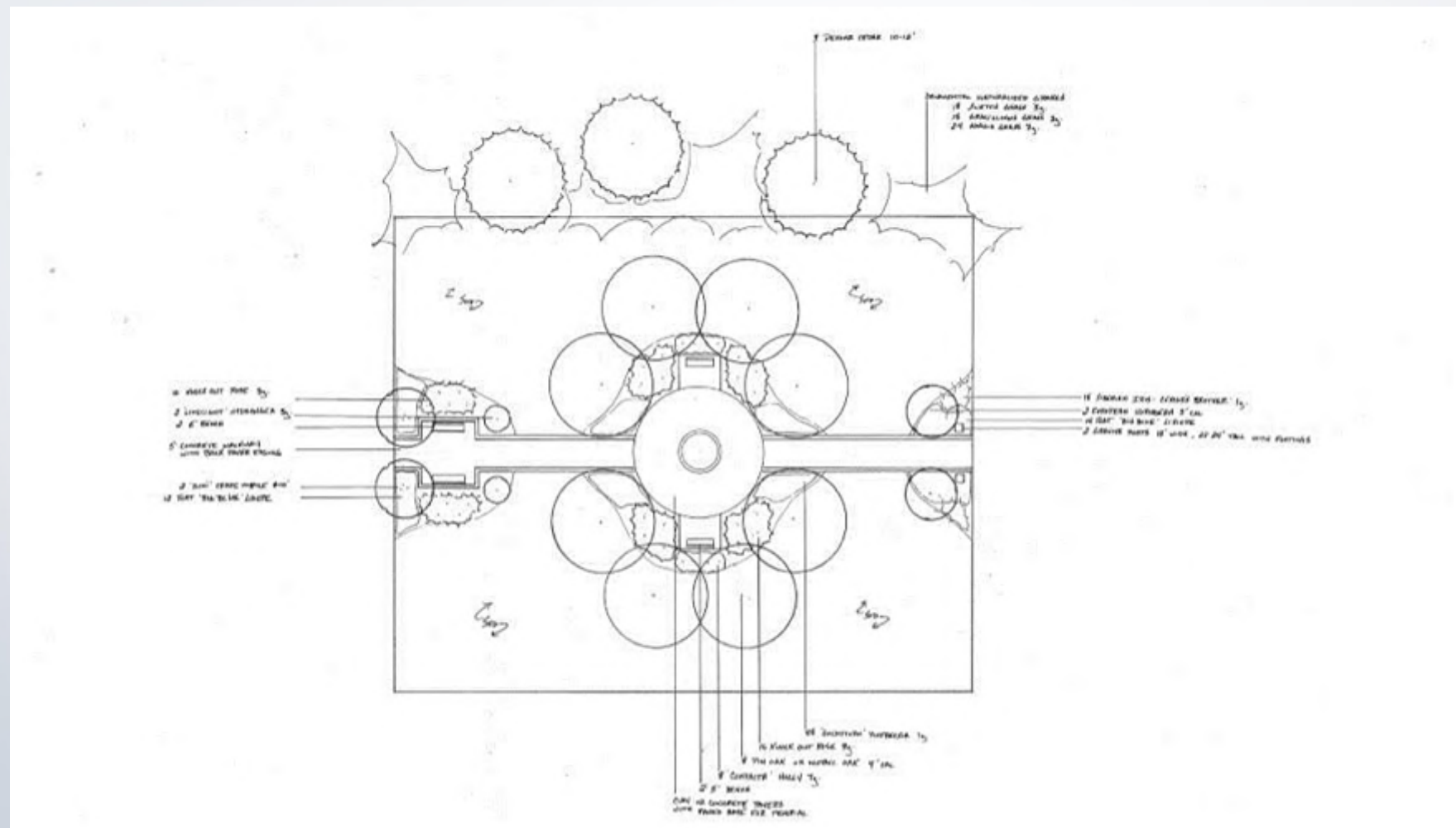
Garden Design



Garden Design



Garden Drawing



Monument & Hardscape Specifications

- **Monument** - Natural Gray Granite Monument - 5 ' tall, 48" wide, 12" thick
- **Four Natural Grey Granite Cornerstones:** 18X18X18
- **In the center circumference around the base of the monument:**
 - Engraved grey granite tiles and pavers; 12x12, 8X8 and 4X8, randomly place throughout concrete-scape
- **Bench Seating** - 2 commercial black steel powder coated (6'), consistent with benches currently in Kenwood Park
- **Trash Receptacles** - 2 consistent with the receptacles currently in Kenwood Park

Sample Natural Gray Monument with Black Granite Inset

Page 114 of 149



5' tall, 48" wide, 12" thick

- Finished to remove sharp edges
- 1-side black granite inset with an etching of Pota's picture
- 1 side - black granite inset with Pota's story



Monument Inscription (option 1-Draft)

Front Side

With etched picture

THE HONORABLE POTA ESTEL COSTON

Fayette County Board of Commissioner

"A life well-lived leaves behind a
beautiful bouquet of memories."

Back Side

"Only a life lived for others is a life worthwhile."
Pota Estel Coston's life was indeed worthwhile. She lived her life in service to helping others. She leaves a legacy that is unparalleled in her commitment, outstanding service, and support of the Fayette County community as a devoted Commissioner of the Fayette County Board of Commissioners. She was loved and respected by everyone who knew her. She will be remembered by the many people she touched during her short life for her warmth, generosity and loving spirit.

**Note: Inscription and picture requires advance
approval from Recreation Commission**

Monument Inscription (Option 2 -Draft)

Front Side

With etched picture

THE HONORABLE POTA ESTEL COSTON

Fayette County Board of Commissioner

**"A life well-lived leaves behind a beautiful
bouquet of memories."**

Back Side

Dedicated to the loving memory of Pota Estel Coston as a symbol of our gratitude for her enduring commitment to Fayette County Georgia as a devoted member of the Fayette County Board of Commissioners. Her service to the Fayette County community, though short lived, was unparalleled. She was a true leader -- a visionary, trailblazer, change agent, history maker -- a leader who visualized opportunities for all Fayette County citizens. She was always optimistic and recognized the need to be inclusive in her desire to make the community better. We are truly blessed to be inspired by her generosity and her spirit of giving and serving.

**Note: Inscription and picture requires advance
approval from Recreation Commission**

Steel Powder Coated Bench 6'



**Benches will be consistent
with those currently in
Kenwood Park**

Sample Hardscape

Gray granite &
tiles and Pavers



Cornerstone



Note: Etching & engraving requires advance approval from Recreation Commission

Fully Funded by Private Citizens and Businesses

Memorial Garden Total Cost \$ 20,162.00		Monument Total Cost \$ 17,025.00	
Hardscape	\$ 4,986.00	5' Gray Granite Monument	\$ 2,613.00
Landscape	\$ 10,639.00	Black Granite and Bronze Plaques (engraving included)	\$ 1,980.00
Irrigation Drip System	\$ 2,675.00	Granite Cornerstones (etching & engraving included)	\$ 2,532.00
Maintenance (3 years) includes mulch refresh	\$ 762.00	Plaques and Pavers (engraving included)	\$ 6,780.00
Life Cycle Maintenance	\$ 1,100.00	Seating - 2 Benches (6') consistent with the style currently in Kenwood Park	\$ 1,270. 00
		Trash Receptacles - 2 consistent with the style currently in Kenwood Park	\$ 1,850.00
* includes design, site prep & installation		*includes delivery, installation & life cycle maintenance for seating & trash receptacles	
Administrative cost - less than 1%			\$300.00
Total Estimated Cost \$ 37,487.00			

Sponsor page under development

Our sincerest thanks for your support

- Fortitude Educational & Cultural Developmental Center, Inc.
- Debbie Britt, President, Fayette Chamber of Commerce
- The Coston Family
- Lacy Curry, Board Member, Fayette Piedmont Hospital
- Eric Dial, Mayor of Tyrone GA
- Vanessa Fleisch, Mayor of Peachtree City, GA
- Liesa Johnson, Fortitude Educational & Cultural Developmental Center, Inc.
- Larris & Simon Marks, Fayette Visioning
- Edward Johnson, Mayor of Fayetteville, GA
- Piedmont Fayette Hospital
- Carlotta Ungaro, CEO, Fayette Chamber of Commerce

COUNTY AGENDA REQUEST

Page 121 of 149

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of staff's request of a one-time contribution of \$50,000.00 to the Georgia Department of Driver Services for helping to offset relocation and building costs for the new Fayetteville Customer Service Center to be located at 749 West Lanier Avenue.

Background/History/Details:

As part of the Fiscal Year 2014 Capital Improvement Projects(CIP) budget, \$50,938.00 was approved to fund a parking lot expansion of the Driver Services Fayette County McElroy Road location. This project was placed on hold while the State evaluated its needs and options in regards to providing driver customer services. The intent was to address current issues as well as future planning for technology advances providing more responsive government services.

Attached is a presentation provided by the Georgia Department of Driver Services. The State is requesting a commitment of \$50,000.00 from Fayette County to be used towards relocation and building costs.

What action are you seeking from the Board of Commissioners?

Approval of a one-time contribution of \$50,000.00 to the Georgia Department of Driver Services for the purpose of relocating the current service center and to transfer \$938.00, the remaining balance, from project 4220G to project contingency.

If this item requires funding, please describe:

Funding is available in 37540220-541210 4220G totaling \$50,938.00.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

The new facility will eliminate the existing location at 278 McElroy Road owned by Fayette County and resolve an ongoing safety issue with residents and vehicle traffic at that intersection.



Fayetteville Customer Service Center

Department of Driver Services



Current Location

278 McElroy Road
Fayetteville GA 30214



Annual Customer Volume	56,000
Service Counters	4
Employees	
Full Time	6
Part Time	4
Square Footage	3,800
Concerns / Issues	Parking Volume Size of Building



Concerns / Issues of Old Site

- Customers Lined up Outside
- Weather (Heat Exhaustion)
- Parking
- Crossing busy Road
- Increasing Volumes



DDS - Bottom Floor Only





New Location

749 West Lanier Avenue
Fayetteville GA 30214



Annual Customer Volume	> 60,000
Average Wait Time	Efficiency through Technology
Service Counters	8
Employees	
Full Time	8
Part Time	6
Square Footage	5,610
Advantages	Parking Volume Location

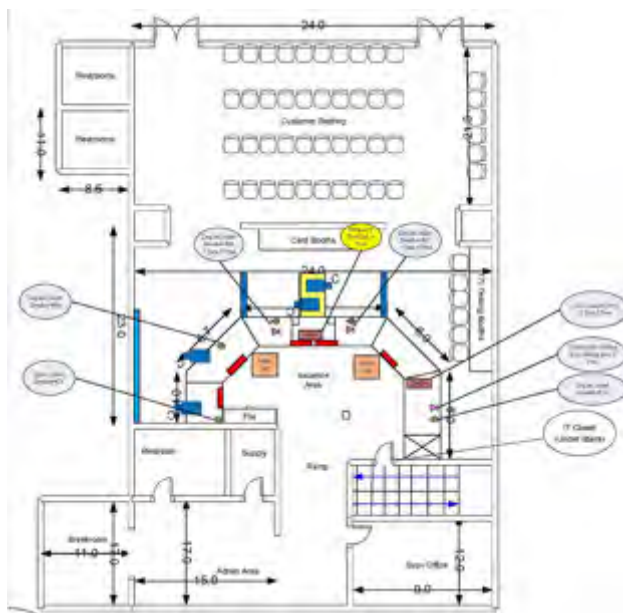
Location

- The New Site is 3.8 miles from the Old Location
- Closer to Government Center of Fayetteville
- 1,810 sq ft of additional space
- We will expand from 4 Counters to 8 Counters
- Additional Parking
- Increased Efficiencies thru technology



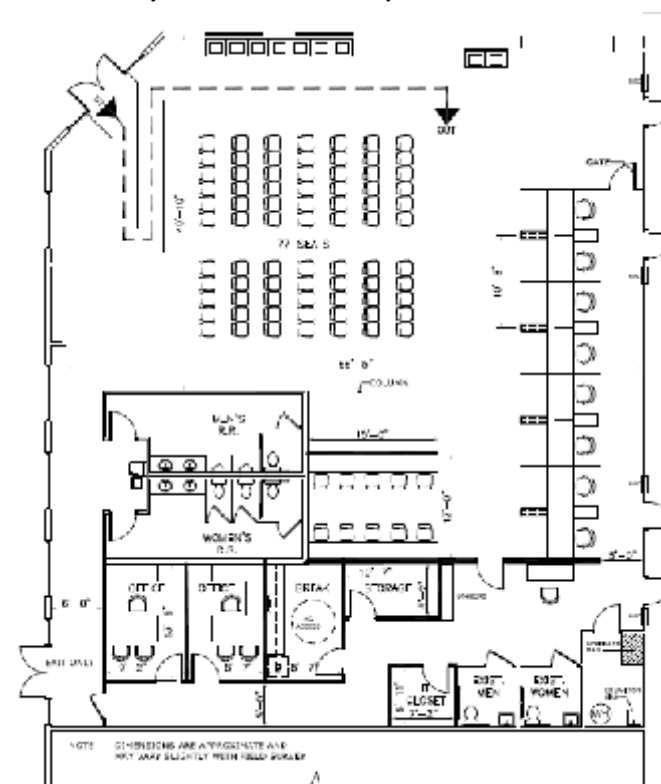
Layout / Floor Plan

OLD Layout – 3,800 sq ft



- New Layout will Allow DDS to Implement Technology Advances to our Flow
- Additional Counters
- Additional Seating
- Additional Testing Area
- Increased Parking
- More Responsive Government Services

New Layout – 5,610 sq ft





County Commitment

- DDS now will be responsible for the lease and the associated expenses instead of Fayette County
- The \$50,000 commitment from the county would be used towards relocation and buildout
- These amounts will be reflected in a separate agreement between the County and the building owner or owner's contractor.

COUNTY AGENDA REQUEST

Page 129 of 149

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Discussion concerning whether Fayette County seeks to request a four-year or six-year Special Purpose Local Option Sales Tax.

Background/History/Details:

There has been discussion concerning a pending Special Purpose Local Option Sales Tax (SPLOST) proposal. The municipal elected officials (representing Fayetteville, Peachtree City, Tyrone, Brooks, and Woolsey) have requested that the county consider a six-year SPLOST using population for distribution versus the approved Local Option Sales Tax (LOST) agreement.

The municipalities understand they will have to enter into an Intergovernmental Agreement (IGA) with Fayette County for anything greater than a four-year SPLOST. They have discussed the proposed SPLOST and unanimously agreed to request a six year SPLOST, and to develop an IGA with the county utilizing the 2010 population as its basis for distribution. The municipalities would like to approve the IGA in July in order to complete their project lists and have enough time to educate residents on the pending SPLOST.

Exhibit A lists proposed allocations and a SPLOST analysis based on population.

Exhibit B is a PowerPoint presentation of a proposed Fayette County Performing Arts Center at Pinewood Forrest.

What action are you seeking from the Board of Commissioners?

Board direction concerning whether Fayette County seeks to request a four-year or six-year Special Purpose Local Option Sales Tax.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

Honorable Commissioners,

As discussed at our Retreat, I have met with the City Managers concerning the pending SPLOST proposal. Their respective elected officials have requested the county consider a six year SPLOST using population as a basis for distribution versus the approved LOST agreement.

The Municipal Elected Officials understand they would have to enter into a IGA (Intergovernmental Agreement) with the County for anything greater than a four year SPLOST. They have discussed the proposed SPLOST and unanimously agreed to request a six (6) SPLOST; develop an IGA (Intergovernmental Agreement) with the County utilizing the 2010 population as it's basis for distribution. They would like to approve an IGA as outlined above in the July timeframe in order to complete their project lists and have significant enough time to education residents on the pending SPLOST.

If this is agreeable to the Commission - staff would propose that the County proceeds of \$64,646,530 of a six year SPLOST be allocated as follows:

Approved SPLOST Projects \$44,903,177:

These are the SPLOST projects detailed, discussed and approved during our annual Retreat for the proposed SPLOST referendum.

SPLOST Project List

Stormwater Projects	\$23,741,641
E911 Radio System	18,211,536
Fire Station #4 & Pumper	2,950,000
Grand Total	\$44,903,177

The additional funding of \$19,743,353 from a six (6) SPLOST is proposed to be allocated as follows:

Performing Arts Center \$3,555,559:

FCBOE has made significant headway in developing a project scope; operations; and are willing to contribute \$6,500,000 and assume ongoing operations. Unresolved issues of ownership, location etc. are pending but they have a firm understanding of the short timetable required to resolve these issues, educate elected officials and residents in order to make this project viable. Each municipality would make a contribution towards this signature project under a six year SPLOST based on the distribution below:

Performing Arts	
Jurisdiction	Corrected
Fayette County	\$3,555,559
Peachtree City	\$2,501,006
Fayetteville	\$1,160,420
Tyrone	\$500,635
Brooks	\$38,159
Total	\$7,755,779

Woolsey Community Center Project Support \$223,000:

This project would be funded via the County allocation to ensure full county support for the proposed SPLOST referendum. The Community Center project consists of a Community Center; Town Hall, Community Museum and possibly a Visitor's Center and is outlined in the case statement position paper, along with project cost estimate, for your review and consideration.
(see attached)

Unincorporated Transportation Projects Match \$15,964,794:

This would become the primary funding source utilized by the Board of Commissioners for transportation related projects, recommended from the newly established Transportation Committee, for projects located within Unincorporated Fayette County. These funds if leveraged against State or Federal transportation related projects could yield close to \$78.9M towards transportation related projects.

The Fayette County Transportation Committee's eleven (11) membership was created for the following purposes:

- (a) To identify traffic problems in the County, e.g., safety, congestion, alternatives (multiuse paths), and other issues;
- (b) To provide recommendations for short- and long-term priorities;
- (c) To provide input, including recommendations and suggestions, on project alignments and alternatives;
- (d) To assist with identification of funding sources, solicitation of federal funds, grants, etc.;
- (e) To assist with coordination of projects between the County and the municipalities;
- (f) To provide appropriate focus on projects to ensure accountability of staff and consultants;
- (g) To provide recommendations for long-term goals (capacity, paths, senior services, etc.);
- (h) To identify and support safety initiatives; and identify and support safety initiatives;
- (i) To assemble information and to facilitate communication of the County's views and concerns to GDOT and the Atlanta Regional Commission upon approval of the Board of Commissioners of Fayette County.

Proposed SPLOST Analysis - Population Allocation

	SPLOST	SPLOST
Jurisdiction	5 Year	6 Year
Fayette County	\$53,426,531	\$64,646,530
Peachtree City	\$37,580,607	\$45,472,835
Fayetteville	\$17,436,693	\$21,098,538
Tyrone	\$7,522,647	\$9,102,463
Brooks	\$573,377	\$693,791
Total	\$116,539,855	\$141,014,157

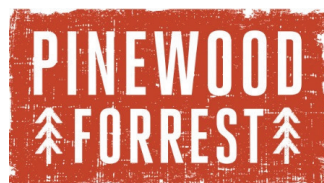
SPLOST Project List

Stormwater Projects	\$23,741,641
E911 Radio System	18,211,536
Fire Station #4 & Pumper	2,950,000
Grand Total	\$44,903,177
Five Year	\$8,523,354
Six Year	\$19,743,353

Jurisdiction	2010 Pop	Percent
Fayette County	48,855	45.844%
Peachtree City	34,364	32.247%
Fayetteville	15,945	14.962%
Tyrone	6,879	6.455%
Brooks	524	0.492%
Total	106,567	100.0%

	Current Year		2017		2018		2019		2020		2021		2022		Total	
Jurisdiction	LOST %	LOST \$	LOST %	Amount	LOST %	Amount	LOST %	Amount	LOST %	Amount	LOST %	Amount	LOST %	Amount	Blended	Amount
Fayette County	49.1000%	\$10,893,000	45.8440%	\$10,338,461	45.8440%	\$10,509,046	45.8440%	\$10,682,445	45.8440%	\$10,858,705	45.8440%	\$11,037,874	45.8440%	\$11,219,999	45.8440%	\$64,646,530
Peachtree City	30.1992%	\$6,699,794	32.2470%	\$7,272,148	32.2470%	\$7,392,138	32.2470%	\$7,514,109	32.2470%	\$7,638,092	32.2470%	\$7,764,120	32.2470%	\$7,892,228	32.2470%	\$45,472,835
Fayetteville	14.1000%	\$3,128,132	14.9620%	\$3,374,140	14.9620%	\$3,429,813	14.9620%	\$3,486,405	14.9620%	\$3,543,930	14.9620%	\$3,602,405	14.9620%	\$3,661,845	14.9620%	\$21,098,538
Tyrone	6.1500%	\$1,364,398	6.4550%	\$1,455,692	6.4550%	\$1,479,711	6.4550%	\$1,504,127	6.4550%	\$1,528,945	6.4550%	\$1,554,172	6.4550%	\$1,579,816	6.4550%	\$9,102,463
Brooks	0.4508%	\$100,011	0.4920%	\$110,953	0.4920%	\$112,784	0.4920%	\$114,645	0.4920%	\$116,536	0.4920%	\$118,459	0.4920%	\$120,414	0.4920%	\$693,791
Total	100.0000%	\$22,185,336	100.0000%	\$22,551,394	100.0000%	\$22,923,492	100.0000%	\$23,301,731	100.0000%	\$23,686,208	100.0000%	\$24,077,030	100.0000%	\$24,474,302	100.0000%	\$141,014,157

Analysis assumes a 1.65% growth rate over the next four years based upon adopted LOST Distribution.



ENVISION....

In the Heart of Fayette County – at Pinewood Forrest

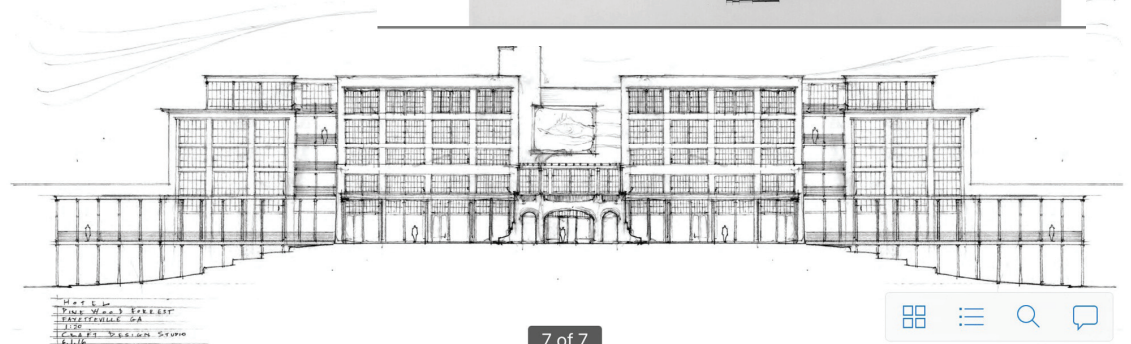
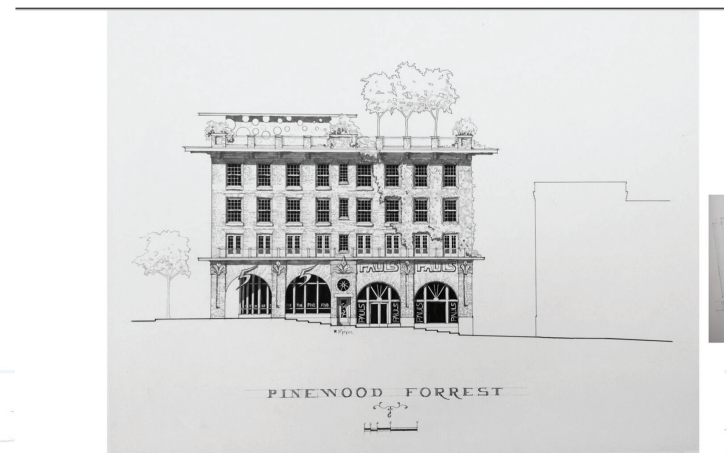
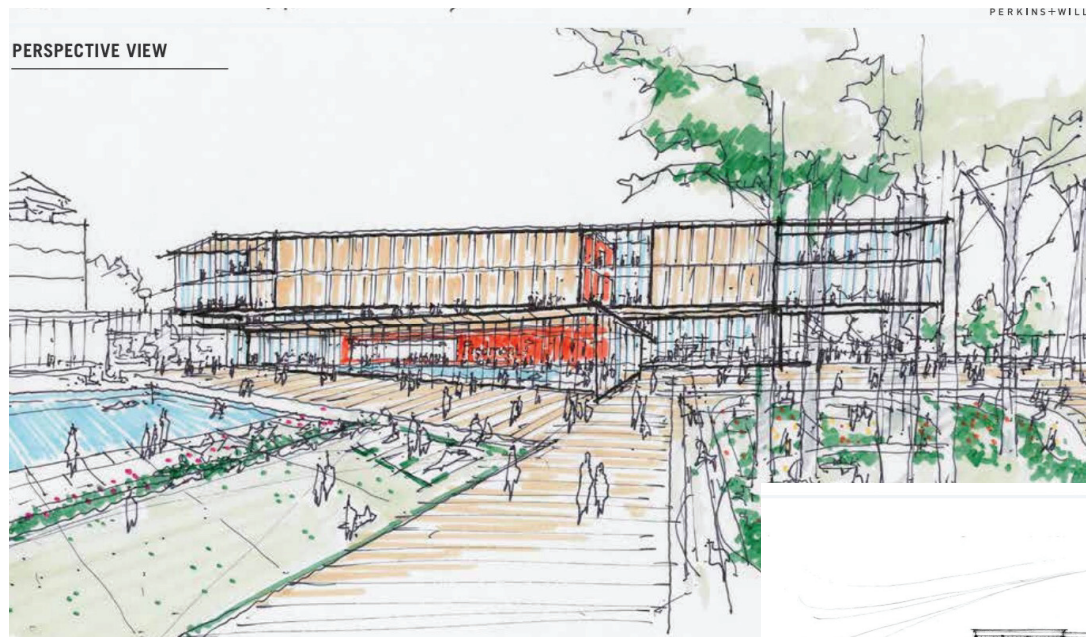


The Fayette County Performing Arts Center

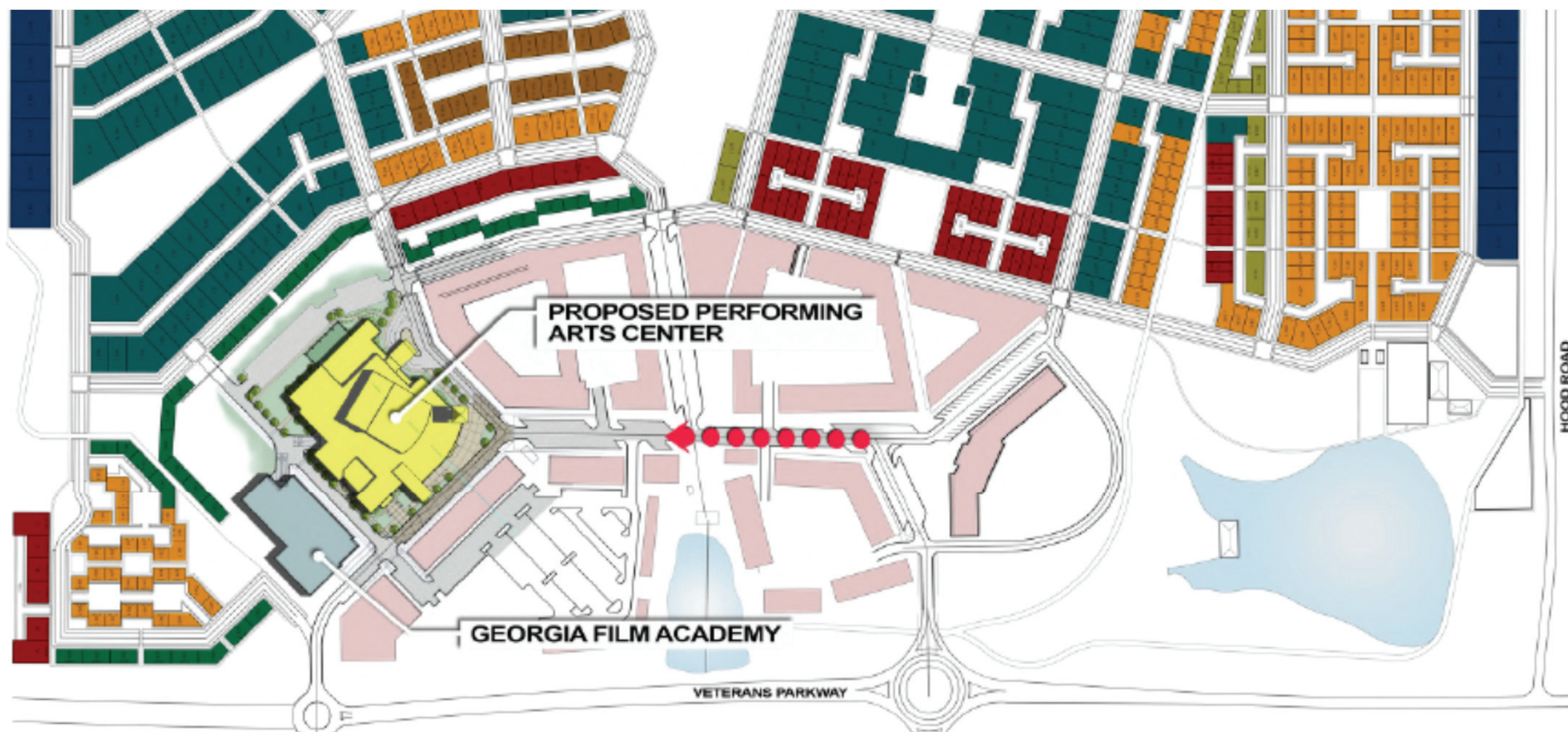
A vibrant, eclectic, fun Village Square, with
FC PAC as its iconic centerpiece



Surrounded by unique architecture and amenities...



Pinewood Forrest welcomes the PAC to be enjoyed by all Fayette County citizens...and visitors!





Mission Statement

A prototype Mission for the Fayette County Performing Arts Center:

“To enrich Fayette County’s cultural vitality by enabling engagement in arts and cultural activities and providing a learning environment which promotes arts education, artistic expression, entertainment, cultural awareness and understanding in our community.”



Mission and Uses

Hybrid Civic/Commercial model which is predominantly a Civic Venue model focused on the needs of the Fayette County Public Schools and other civic activities, but with an identified goal to book revenue-generating, touring Broadway plays and other national-calibre performances.

Managed by an experienced Professional Operations Manager who has a documented record of success for attracting targeted high-profile acts to a facility they have managed recently.

Booking Policy with designated goals for time allotments. For example:

80% Civic (comprised of 50% Fayette County Public school usage and 30% other community uses); and

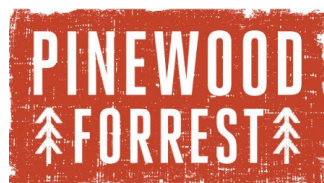
20% Commercial (eg. Nationally recognized performances, business usage, rentals for conferences, private events such as corporate meetings, etc).



Ownership & Governance

The Fayette Performing Arts Center would be based on the public/private interests, employing a 501(c)3 non-profit model for governance.

Advisory Board of Directors (7-11 membership) representing the Fayette County Board of Education; Fayette County; Peachtree City; City of Fayetteville; Town of Tyrone; community tourism/arts representative; private donors' representative.



Estimated Construction Cost

Target : \$40,000,000

Proposed Funding Sources:

SPLOST allocations:	\$7,700,000 (Fayette County and Municipalities)
FCBOE	\$6,500,000 (Capital Investment)
Private commitment:	\$20,000,000
Other private/financed:	\$5,800,000

Programming capabilities (square footage) is the primary driver of cost. Finishes and added amenities can be increased or decreased as budget permits. Tight cost controls will be crucial, just as in any project. Any potential overruns will need to be financed or declined.

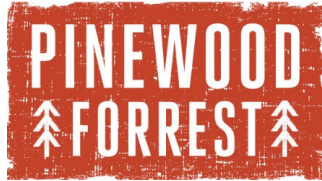


Operational Costs

Estimated operating budget = \$1,500,000-\$2,000,000/year

Revenue-generating activities from civic and private uses will offset estimated operating costs.

The Fayette County Board of Education, as the principal owner and majority user of the PAC, will have the ultimate responsibility of providing any shortfall from operations.



IGA if the revenue is greater than expenses

Assuming the PAC is established as a non-profit 501(c)3 entity, the non-profit corporation focus will be to accomplish the Mission of the Performing Arts Center while at least breaking-even financially. It will be important to establish a long-term endowment for the facility from the outset to provide a strong basis for long term stability and sustainability.

During at least the first five years of operation, retained earnings should be directed to the endowment to begin to build that strong foundation. After that point the governing board representatives will be charged with determining how best to invest or equitably distribute any retained earnings within the governing IRS regulations for 501(c)3 corporations to Fayette County and the City Fayetteville for lost taxable dollars.



Overall Design:

The “Village Square” area of Pinewood Forrest involves collaboration among some of the finest architects and town planners in the Country. As the various elements of Village Square complete design (i.e., hotels, multi-family units, Georgia Film Academy expansion, retail, office and wellness/fitness center), those architects and planners will carefully craft solutions to parking to accommodate all users.

Ingress/egress on busy days/nights will be accommodated temporarily with parking at Pinewood Studios to augment existing parking both beneath and adjacent to PAC.

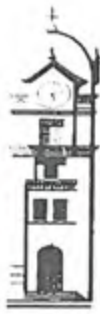
A long-term solution for parking is being studied by a commercial solutions company to present the most efficient solutions with respect to PAC specifically.



Fayette County, Georgia

Where Quality is a Lifestyle

Our commitment: to be your partner – to continue the excellence evident in Fayette County's dedication to quality.




Fayette

COUNTY

PURCHASING DEPARTMENT
140 STONEWALL AVENUE WEST, STE 204
FAYETTEVILLE, GEORGIA 30214
PHONE: 770-305-5420
www.fayettecountypa.gov

"WHERE QUALITY
IS A LIFESTYLE"

To: Steve Rapson

From: Ted L. Burgess 

Date: May 23, 2016

Subject: Request for Proposals #1112-P: Target System for Outdoor Shooting Range

The county is in the process of constructing a new multi-purpose shooting range on the property where the former Links golf course was located. The Sheriff's Office and the Purchasing Department worked together to locate a qualified firm to provide and install the target system for the range. The system will contain 32 targets. To facilitate its use by more than one group simultaneously, the 16 targets on the left side will be controlled independently from the 16 targets on the right side. The system will allow operation of each target individually, or all 32 at once.

The Purchasing Department issued Request for Proposals #1112-P to solicit proposals. Notices of the opportunity were e-mailed to six vendors. An additional 89 were contacted through the web-based Georgia Procurement Registry. In addition, invitations were extended via the Fayette News, the county website, Georgia Local Government Access Marketplace (www.glga.org), and Channel 23.

Three companies submitted proposals. An Evaluation Committee, composed of Sheriff's Office personnel, evaluated and scored the proposals using criteria spelled out in the Request for Proposals (attached). Of the three companies, the Drennan Company earned the highest technical score, and also submitted the lowest proposed price, at \$57,362.59. The Sheriff's Office recommends contracting with the Drennan Company.

Specifics of the proposed contract are as follows:

Contract Name	1112-P: Target System for Outdoor Shooting range
Vendor:	The Drennan Company
Not-to-Exceed Amount	\$57,362.59
Budget:	
Project Code	5565H
Available Budget	\$737,435.97 as of 5/20/2016

Approval Signature



Date: 5/23/16

PROPOSAL #1112-P
TARGET SYSTEM FOR OUTDOOR SHOOTING RANGE
EVALUATION TEAM SUMMARY

	MAX POINTS	ACTION TARGET INC.	DOWNRANGE HEADQUARTERS, LLC	THE DRENNAN COMPANY
--	---------------	-----------------------	-----------------------------------	------------------------

TECHNICAL SCORE

1	Project understanding and the proposed solution	40	23.3	16.7	40.0
2	Company's background and experience	30	26.7	10.0	23.3
3	The Project Team	20	15.0	11.7	18.3
4	The Proposed Schedule	10	5.0	5.0	10.0
Total Technical Score		100	70.0	43.3	91.7
Weighted Tech. Score		70%	49.0	30.3	64.2

PRICE SCORE

Price		\$84,000.00	\$97,650.00	\$57,362.59
Percent		68%	59%	100%
Final Price Score	30	20.5	17.6	30.0

COMBINED TOTAL SCORE

Technical		49.0	30.3	64.2
Price		20.5	17.6	30.0
Total		69.5	48.0	94.2



Fayette
COUNTY

"WHERE QUALITY
IS A LIFESTYLE"

PURCHASING DEPARTMENT
140 STONEWALL AVENUE WEST, STE 204
FAYETTEVILLE, GEORGIA 30214
PHONE: 770-305-5420
www.fayettecountyga.gov

To: Steve Rapson

From: Ted L. Burgess

Date: June 8, 2016

Subject: Contract #940-P, Public Works Engineer of Record: Task Order 7 - Culvert Designs and Bid Services for Antebellum Road

In its meeting of January 14, 2016 the Board of Commissioners approved reallocation of funds to the Stormwater Utility for a number of repairs needed as a result of floods in December 2015. One of the repair sites is located on Antebellum Road.

Tetra Tech, Inc. is the current Engineer of Record for the Division of Public Works. Task Order #7 will authorize Tetra Tech to develop concept designs, detail designs and specifications for repairs, and then prepare technical specifications and other information related to issuing an Invitation to Bid for the construction work.

Specifics of the Task Order are as follows:

Contract Name	940-P: Engineer of Record for Public Works
Task Order	#7: Culvert Design & Bid Services – Antebellum Road
Contractor	Tetra Tech, Inc.
Fixed Price Amount	\$61,805.00
Budget:	
Organization Code	50940320
Object Code	541210
Project Code	6509D
Available Budget	\$96,574.00 As of 6/7/2016

Approval signature _____

Date _____

6/8/16