

Jawahn E. Ware

County Clerk/Procurement Manager

DOUGHERTY COUNTY BOARD OF COMMISSIONERS ADMINISTRATION

Attention Viewers of www.dougherty.ga.us:

The following supplemental material pertains to the:

July 15, 2019 Regular Meeting

Documents received after 12:00 p.m., July 12, 2019 are not included.

For questions or concerns pertaining to Commission related items, please call 229-431-2121.

Sincerely,

Jawahn E. Ware County Clerk



REGULAR MEETING – JULY 15, 2019

DRAFT 3 bh/jw

Albany-Dougherty Government Center 222 Pine Ave, Room 100, Albany, GA 31701

10 AM

AGENDA

- 1. Call meeting to order by Chairman Christopher Cohilas.
- 2. Invocation by Chairman Cohilas.
- 3. Pledge of Allegiance.
- 4. Consider for action the June 17 Regular Meeting, June 24 Work Session and June 24 Special Called Meeting Minutes.

 See Minutes.

 ACTION:
- 5. Delegations (The Commission will hear comments on those items pertaining to Dougherty County for which a public hearing has not been held or scheduled. Please be brief, to the point, and considerate of time for others).
 - a. Citizen Bruce Capps present to speak about the one-day Alcoholic Beverage License for the South Georgia Council Boys Scouts of America fundraiser.
- 6. Road Closure Public Hearing (those wishing to speak on this matter should sign the Sign Up Sheet in the rear of the Chamber):
 - a. Request of Marty Adams on behalf of Blue Springs Plantation to close portions of County owned and maintained Wildfair Road and Blue Springs Road. *Action on this item follows later on the agenda*.
- 7. Consider for action the **Resolution** providing for the acceptance of the bid to perform the **Perimeter Fencing** for the **Radium Springs Greenspace** from the lowest bidder meeting specifications, **Dixie Fence & Kennel, Inc.** (Douglas, GA) in the amount of \$53,125 subject to the execution of the contract by the County Administrator. Funding is available in SPLOST V Fencing Perimeter.

 See Purchases #1. ACTION:

- 8. Consider for action the Resolution providing for the acceptance of a change order for the West Parking Deck for Facilities Management from Metro Waterproofing, Inc. (Scottdale, GA) in the amount of \$197,811 subject to the execution of the contract by the County Administrator. This change order will apply an upper level traffic coating system in the west deck. Funding is available in SPLOST VII Central Square Complex Improvements.

 See Purchases #2.

 ACTION:
- 9. Consider for action the **Resolution** providing for the approval of **Tetra Tech Task Order** No. MSA 19-029-T03-HMGPApp for **preparation** of 2018 Hurricane Michael **FEMA Hazard Mitigation Grant Program Applications subject to the execution of the contract by the County Administrator** in an amount not to exceed \$48,021. See Other #1. **ACTION:**
- 10. Consider for action the **Resolution** declaring the **listed vehicles and equipment** as **surplus** and authorizing the sale of same on via an online auction (Govdeals.com or Big Truck Bid, LLC) or disposal by appropriate means.

 See Other #2.

 ACTION:
- 11. Consider for action the application for a one-day Alcoholic Beverages License for Rose Palazzolo for a South Georgia Council Boys Scouts of America fundraiser at the Potters Community Center, 2621 Wildfair Road, on October 22, 2019. See Other #3. ACTION:
- 12. Consider for action the proposed **Board appointments**:

See Other #4.

Board appointments are made by nominations.

- a. Albany-Dougherty Land Bank Board. Two (2) County appointments with a two-year term ending July 31, 2021. Incumbents Thelma Adams-Johnson and Larry Thomas desire reappointment. No new applicants.
 See page #1. ACTION:
- b. Department of Family & Children Services. Two (2) appointments with a five-year term ending June 30, 2024. Incumbents Norma Kay Gaines Heath and Henry Mathis desire reappointment. Two new applicants: Asa K. Smith and Ronald Smith.
 See page #3.

<Additional Appointments on Next Page>

- c. Economic Development Commission. One (1) appointment with a two-year term ending June 30, 2021. Incumbent Chris Hatcher desires reappointment. One new applicant: Ronald Smith. One (1) appointment with a two-year term ending June 30, 2021. This position must be filled by a Commissioner. Incumbent Commissioner Clinton Johnson desires reappointment. ACTION:
- 13. Consider for action the request of Marty Adams on behalf of Blue Springs Plantation to close portions of County owned and maintained Wildfair Road and Blue Springs Road. ACTION:
- 14. Consider for action the **recommendation** from **Financial Advisor Edmund Wall** to maintain the millage rate of 15.569 mills. **ACTION:**
- 15. Items from the County Administrator.
 - a. **REMINDER-** Due to five (5) Mondays in July, there will be **no meeting** next Monday, July 22. **The next meeting will be a Work Session on July29, 2019** in Room 120.
- 16. Items from the County Attorney.
- 17. Items from the County Commission.
- 18. Adjourn.

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Coordinator at 229-431-2121 promptly to allow the County to make reasonable accommodations for those persons.

DOUGHERTY COUNTY COMMISSION

DRAFT

REGULAR MEETING MINUTES

June 17, 2019

The Dougherty County Commission met in Room 100 of the Albany-Dougherty Government Center on June 17, 2019. Vice Chairman Anthony Jones presided. Commissioners present were Victor Edwards, Gloria Gaines, Russell Gray and Lamar Hudgins. Chairman Christopher Cohilas and Commissioner Clinton Johnson were absent. Also present were County Administrator Michael McCoy, Assistant County Administrator Scott Addison, County Attorney Spencer Lee, County Clerk Jawahn Ware, and representatives of the media.

After the invocation and Pledge of Allegiance, the Vice Chairman called for approval of the May 20 Regular Meeting minutes.

Commissioner Gray moved for approval. Upon a second by Commissioner Edwards, the motion passed unanimously.

The Vice Chairman recognized Henry Thomas on behalf of the Georgia Music Association to share that they were hosting a casting call for the upcoming musical production.

The Vice Chairman called for consideration the purchase of one 2019 F-150 4x2 Pickup Truck with a trailer tow package for Public Works from the GSA contract vendor Allan Vigil Ford (Morrow, GA) in the amount of \$24,867. Funding is budgeted in SPLOST VII- Storm Drainage Equipment.

Commissioner Gray moved for approval. Upon a second by Commissioner Gaines, the motion passed unanimously.

The Vice Chairman called for consideration of the resolution providing for the acceptance of the bid to perform the roof replacement for the Riverfront Resource Center (aka the "Candy Room" 125 Pine Ave) from the lowest bidder meeting specifications, Richter Contracting Company, Inc. (Albany, GA) in the amount of \$221,790 subject to the execution of the contract by the County Administrator. The award includes the base bid, alternates and contingency pricing. Funding is available in SPLOST VII – Riverfront Resource Center.

Commissioner Edwards moved for approval. Upon a second by Commissioner Gray, the motion passed unanimously. Resolution No.19-030 is entitled:

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF A PROCUREMENT RECOMMENDATION BETWEEN DOUGHERTY COUNTY AND RICHTER CONTRACTING CO. INC. FOR THE PURPOSE OF

PERFORMING ROOF REPLACEMENT AT THE RIVERFRONT RESOURCE CENTER IN THE AMOUNT OF \$221,790.00; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

The Vice Chairman called for consideration of the resolution providing for the acceptance of the bid to install/repair traffic signs in Dougherty County from the lowest bidder meeting specifications, AWP, Inc. (North Canton, Ohio) in the amount of \$50,259.20 subject to the execution of the contract by the County Administrator. Funding is available in Risk Management.

Commissioner Gray moved for approval. Upon a second by Commissioner Gaines, the motion passed unanimously. Resolution No. 19-031 is entitled:

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF A PROCUREMENT RECOMMENDATION BETWEEN DOUGHERTY COUNTY AND AREA WIDE PROTECTIVE, INC. FOR THE PURPOSE OF TRAFFIC SIGN REPAIR AT VARIOUS LOCATIONS THROUGHOUT DOUGHERTY COUNTY IN THE AMOUNT OF \$50,259.20; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

The Vice Chairman called for consideration of the resolution authorizing Georgia Fund I to accept funding for the T-SPLOST account.

Commissioner Gray moved for approval. Upon a second by Commissioner Gaines, the motion passed unanimously. Resolution No. 19-032 is entitled:

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE APPROVAL AND EXECUTION OF A GEORGIA FUND I RESOLUTION TO AUTHORIZE INVESTMENT OF DOUGHERTY COUNTY FUNDS IN A LOCAL GOVERNMENT INVESTMENT POOL; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

The Vice Chairman called for consideration of the transfer of \$49,254.19 from the Fund Balance of the Solid Waste Enterprise Fund to the Special Services District Fund for the purpose of paying an invoice from Ceres.

Commissioner Edwards moved for approval. Upon a second by Commissioner Gray, the motion passed unanimously.

The Vice Chairman called for consideration of the payment of one invoice from Ceres in the amount of \$49,254.19. The services rendered were for debris removal.

Commissioner Gaines moved for approval. Upon a second by Commissioner Gray, the motion passed unanimously.

The Vice Chairman called for consideration of the proposed board appointments. The following board appointments were made:

Upon nomination by Commissioner Gaines, applicant Ronald Frederick Smith was unanimously recommended to the City of Albany for ratification of a (joint) appointment to the Joint Board of Adjustments & Appeals for an unexpired three-year term ending October 1, 2021 with four ayes and one nay by Commissioner Gray. The nomination for Arwena Jones made by Commissioner Gray failed by receiving only one vote by the nominator.

Upon nomination by Commissioner Gaines, applicant Charles "Bruce" Capps was unanimously appointed to the Dougherty County Development Authority for an unexpired four-year term ending December 31, 2021.

The Vice Chairman called for consideration of the recommendation for Public Works staff to work with the Ga DOT to seek approval to plant additional crepe myrtles in the median on Highway 82. If approved, a memorandum of understanding and request for funding will be needed by the Board.

Commissioner Edwards moved for approval. Upon a second by Commissioner Gray, the motion passed unanimously.

The Vice Chairman called for consideration of the resolution providing for the acceptance and execution of the Judicial Alternatives of Georgia (JAG) Probation Services Agreement on behalf of the State Court. The five year agreement is effective (retroactive) January 1, 2019 – December 31, 2023. The last agreement approved for State Court was in the February 1, 2018 Regular Meeting on behalf of Judge Victoria Darrisaw. This agreement will be on behalf of Judge John Stephenson. County Administrator Michael McCoy addressed. He stated that this was a new agreement because of a new judge for the County.

Commissioner Hudgins moved for approval. Upon a second by Commissioner Gray, the motion passed unanimously. Resolution No. 19-033 is entitled:

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE ADOPTION AND EXECUTION OF A PROBATION SERVICES AGREEMENT BETWEEN JUDICIAL ALTERNATIVES OF GEORGIA, INC. AND DOUGHERTY COUNTY, GEORGIA, AND THE STATE COURT OF DOUGHERTY COUNTY, REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

The Vice Chairman called for consideration the funding request from the Sheriff's Office for two new fulltime positions at the Jail (Human Resources Specialist I and Pre-Trial Services Deputy). Prior to a motion, Commissioner Edwards spoke in opposition of the HR Specialist position

because of the duplication of service. Mr. McCoy clarified that when the request was presented to the Finance Committee, the positions were denied and the recommendation is still the same.

Commissioner Hudgins moved for denial. Upon a second by Commissioner Gray, the motion passed unanimously to deny the funding request for both positions.

The Vice Chairman called for consideration of the continued discussion and presentations for the proposed FY 2020 Budgets. County Administrator Michael McCoy and Finance Director Martha Hendley addressed. Mr. McCoy presented changes which resulted in a decreased amount of \$10,929 for the General Fund FY 2020 budget of \$52,516,746. If Ga DOT approved, this would include \$12,000 for planting crepe myrtles. For the Special Services District, the proposed increased is \$95,105 for a budget of \$7,778,671. If approved, this would include funding for a carryover of radios for the Dougherty County Police Department, a blight and complaint driven mowing program in the unincorporated areas for \$15,000 on Ga DOT rights of way. Public Works Director Larry Cook shared that the initial presentation was for specific areas and if expanded to the entire County, additional funds for the rights of way would need to be provided. Commissioner Jones suggested that a cap be provided to prevent overspending of allocated dollars. Commissioner Gaines asked for clarification of items in the budget to which Mrs. Hendley, Mr. McCoy and Mrs. Nickerson addressed.

There being no further business, the Commission adjourned at 10:49 a.m.

	CHAIRMAN
ATTEST:	
COUNTY CLERK	_

WORK SESSION MINUTES

June 24, 2019

The Dougherty County Commission met in Room 120 of the Albany-Dougherty Government Center on June 24, 2019. Vice Chairman Anthony Jones presided. Commissioners present were Victor Edwards, Gloria Gaines, Russell Gray, Lamar Hudgins and Clinton Johnson. Also present were County Administrator Michael McCoy, County Attorney Spencer Lee, County Clerk Jawahn Ware, and representatives of the media. Chairman Christopher Cohilas and Assistant County Administrator Scott Addison were absent.

The Vice Chairman recognized citizen Mr. George Carter present regarding his concerns that the state had not cut the grass on Highway 82 in the eastside of Albany, Ga and wanted to know what Dougherty County planned on doing about the issue. Mr. McCoy shared that this concern would be addressed during the budget presentation later in the meeting.

The Vice Chairman recognized Public Information Officer Wendy Howell to present the revised Dougherty County logo options and introduce Marty Vanags, International Economic Development Consultant who would assist with brand strategy and economic development strategies. Mr. McCoy shared that the services of Mr. Vanags are being provided from a state grant to provide assistance for economic developmental needs and is a part of our recovery efforts due to Hurricane Michael.

The Vice Chairman asked the Commission to review the minutes of the June 3 Regular Meeting and June 10 Work Session.

The Vice Chairman called for a discussion of a recommendation to purchase radio equipment for the Jail from the lowest vendor meeting specifications Mobile Communications (Albany, GA) in the amount of \$61,750. Funding is budgeted in the General Fund. County Administrator Michael McCoy addressed. Chief Jailer John Ostrander was present. Chief Ostrander clarified that this was for in house radios only. Action on this item was scheduled in the following Special Called Meeting.

The Vice Chairman called for discussion to review the Stormwater Facility Maintenance Agreement between Georgia-Pacific Wood Products, LLC and Dougherty County, Georgia. County Attorney Spencer Lee and City Engineer Jeremy Brown addressed. Mr. Brown stated that this was a standard agreement that owners signed and a signature was needed from the County before being recorded. Mr. Lee added that the legal form was in order.

The Vice Chairman called for a discussion to review the amended and restated Utility Easement Agreement between Georgia-Pacific Wood Products LLC and Dougherty County, Georgia. County Attorney Spencer Lee and City Engineer Jeremy Brown addressed. Mr. Brown shared that there was an existing easement that ran through the property that Georgia Pacific wanted to

develop and the easement needed to be amended for development. Mr. Lee added that the documents were in order.

The Vice Chairman called for discussion of the following proposed board appointments. County Clerk Jawahn Ware addressed.

<u>Keep Albany Dougherty Beautiful</u> – There is one appointment to fill an unexpired three-year term ending December 31, 2019. The incumbent would replace Shalonda Heard. KADB recommended Scott Carroll, Certified Georgia POST Instructor.

The Vice Chairman called for a discussion of a recommendation to approve one invoice from Ceres Environmental Services in the amount of \$38,674.87 for debris removal and disposal. Funding will be paid from the Special Services District Fund. County Administrator Michael McCoy addressed. Action on this item was scheduled in the following Special Called Meeting.

The Vice Chairman called for a discussion of a recommendation to approve two invoices from the City of Albany for the joint City-County project to upgrade P25 Motorola radios in the amount of \$299,302.07 (for the upgrade) and \$91,426.75 (for the maintenance). Funding will be paid from SPLOST VII. The invoices are due June 30, 2019. There are two other payments for the radios remaining. County Administrator Michael McCoy addressed. Last year, public safety radios were upgraded and this is our portion of the bill. He clarified that this purchase was separate from the radios the Jail requested. Also, he shared that additional radios would need to be upgraded on an as needed basis due to funding availability. Chief Ostrander explained the different radios that were required due to the public safety network upgrade. Mr. McCoy clarified that the Board previously approved the project but not the funding and this request exceeds his spending authority. Action on this item was scheduled in the following Special Called Meeting.

The Vice Chairman called for a discussion of a recommendation to continue the discussion and presentations for the proposed FY 2020 Budgets. County Administrator Michael McCoy and Finance Director Martha Hendley addressed. Mr. McCoy discussed the mowing in the unincorporated area. He recommended to revert to the original request of the selected maintenance of right of way for six roads and funding in the amount of \$15,000 based on a complaint driven program instead of mowing on a schedule. Also, he addressed an additional request of \$24,000 in the General Fund to pay half of the annual rent to house the GBI Drug Unit on Evelyn Avenue. This would be a joint venture with the City of Albany. The project has not been finalized but the County is being proactive in providing funding for the upcoming fiscal year. Commissioner Johnson wanted to ensure that confiscated funding is kept local because the County is paying the bills. Mr. McCoy and Commissioner Hudgins confirmed that this is a standard for the local government to house the GBI and referenced the County did the same for the State Patrol. Chief Johnson shared that this a move for the GBI high level drug enforcement unit only.

Additional clarification was provided to Commissioner Gaines regarding the budget process, proposal and questioning of the individual line items. Several Commissioners spoke about the budget process and provided suggestions for improvements in the next budget process to include providing line items during the Finance Committee meetings. Finance Committee Chairman

Lamar Hudgins was opposed to the specific suggestion and shared that the Commissioner Gaines could meet with department heads and the County Administrator as former Commissioner Lyle did during the budget season.

Mr. McCoy stated the proposed FY 19-20 budget is now \$69,829,147 plus \$15,000 if consensus for mowing was provided. The Vice Chairman polled the Board and there was unanimous consent for mowing.

Commissioner Edwards called upon Judy Bowles to speak about the City ordinance for roll off dumpsters and containers for people who were evicted. He also revisited his concerns regarding the Economic Development Commission and his viewpoints. Commissioner Johnson reminded the Board that criticism and praises would be needed that day because of the upcoming EDC meeting. Commissioner Gaines readdressed her concerns about additions to the budget and shared her concern for a potential mileage increase in the future.

After there was no further business to come before the Commission, the meeting adjourned at 11:19 a.m.

ATTEST:	CHAIRMAN
COUNTY CLERK	

DOUGHERTY COUNTY COMMISSION

DRAFT

SPECIAL CALLED MEETING MINUTES

June 24, 2019

The Dougherty County Commission met for a Special Called Meeting immediately following the Work Session in Room 120 of the Albany-Dougherty Government Center on June 24, 2019. Vice Chairman Anthony Jones called the meeting to order. Commissioners present were Victor Edwards, Gloria Gaines, Russell Gray, Lamar Hudgins and Clinton Johnson. Also present were County Administrator Michael McCoy, County Attorney Spencer Lee, County Clerk Jawahn Ware and representatives of the media. Chairman Christopher Cohilas and Assistant County Administrator Scott Addison were absent.

The Vice Chairman called for consideration the purchase of radio equipment for the Jail from Mobile Communications (Albany, GA) in the amount of \$61,750. Funding is budgeted in the General Fund.

Commissioner Hudgins moved for approval. Upon a second by Commissioner Johnson, the motion carried unanimously.

The Vice Chairman called for consideration of the transfer of \$38,674.87 from the Fund Balance of the Solid Waste Enterprise Fund to the Special Services District Fund for the purpose of paying an invoice from Ceres.

Commissioner Johnson moved for approval. Upon a second by Commissioner Gray, the motion carried unanimously.

The Vice Chairman called for consideration of the payment of one invoice from Ceres in the amount of \$38,674.87. The services rendered are for debris removal.

Commissioner Hudgins moved for approval. Upon a second by Commissioner Gray, the motion carried unanimously.

The Vice Chairman called for consideration of the payment of two invoices from the City of Albany for the joint City-County project to upgrade P25 Motorola radios in the amount of \$299,302.07 (for the upgrade) and \$91,426.75 (for the maintenance). Funding will be paid from the SPLOST VII.

Commissioner Johnson moved for approval. Upon a second by Commissioner Gray, the motion carried unanimously.

The Vice Chairman called for consideration of the approval of the proposed FY 2019-20 Budgets in the total amount of \$69,844,147.

Commissioner Gray moved for approval. The motion passed with 5 ayes and one nay	Commissioner Edwards seconded the motion. y by Commissioner Gaines.
There being no further business to come befat 11:21 a.m.	fore the Commission, the meeting was adjourned
	CHAIRMAN
ATTEST:	

COUNTY CLERK

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE ACCEPTANCE, APPROVAL AND EXECUTION OF A PROCUREMENT RECOMMENDATION WITH DIXIE FENCE & KENNEL, INC. IN THE AMOUNT OF \$53,125.00 FOR FENCING ALONG AZALEA BOULEVARD IN RADIUM SPRINGS; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

WHEREAS, the Board of Commissioners of Dougherty County, Georgia is hereby desirous of accepting, approving and executing a Procurement Recommendation with Dixie Fence & Kennel, Inc. in the amount of \$53,125.00 for fencing along Azalea Boulevard in Radium Springs.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and it is hereby resolved by Authority of same as follows:

SECTION I The attached Procurement Recommendation dated June 26, 2019 between Dougherty County, Georgia and Dixie Fence & Kennel, Inc. in the amount of \$53,125.00 for perimeter fencing along Azalea Boulevard at Radium Springs is hereby accepted and approved and the County Administrator is authorized to execute same. The County Administrator is hereby authorized to execute any and all other documents necessary to the full implementation of the Procurement Recommendation.

SECTION II All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

This the 15th day of July, 2019.	
	BOARD OF COMMISSIONERS OF DOUGHERTY COUNTY, GEORGIA
	BY: Christopher Cohilas, Chairman
ATTEST:	
County Clerk	





PROCUREMENT RECOMMENDATION

DATE: June 26, 2019

TITLE: DOCO Radium Greenspace Perimeter Fencing	DEPARTMENT: DOCO Public Works
REFERENCE NUMBER: 19-047R	ACCOUNT NUMBER: 16030.7065.06(SPLOST)
OPENING DATE: 6/26/2019	BUDGETED AMOUNT: \$57,000.00
BUYER: Kimberly M. Allen	DEPARTMENT CONTACTS: Jawahn Ware
Yvette Fields, Director	
RECOMMENDATION:	
Recommend contracting with Dixie Fence & Kennel, Inc fencing around the Radium Greenspace, for a total exp	
BACKGROUND INFORMATION:	
This bid was advertised in the local paper, on the access The bid opening was June 26, 2019. Three (3) contract was the lowest responsive and responsible bidder.	에서는 마른 사용
This project is for the installation of approximately 4,25 Blvd- Old Radium Golf Course in Albany, Georgia.	50 LF of 3- rail vinyl fencing located at 615 Azalea
Dixie Fence & Kennel, Inc. has met all the requirement project is ninety (90) calendar days.	s for contract award. The contract time for this
Jeremy Brown, Project Manager & Larry Cook, Public V	Vorks Director concur with this recommendation.
COUNTY ADMINISTRATOR ACTION:	
() APPROVED () DISAPPROVED	() HOLD
COMMENTS:	4
7-1-19	
DATE	COUNTY ADMINISTRATOR

<u>List of Documents Attached:</u> Tabulation Sheet

PROCUE TABULA DEPT:	ALBANY REMENT DIVISION TION OF BIDS DOCO PW E: June 26, 2019 2:30 PM 19-047R DESCRIPTION	P. Alb R (p)	las Fence CoO. Box 1074 any, GA 31702 ticky Hughes 229-435-8019 229-435-1031 @atlasfencing.com	P.: Alb L (p)	eam Fencing O. Box 70506 any, GA 31708 arry Cooper 229-883-3688 229-883-0378 ncing@yahoo.com TOTAL	Dou (p	e Fence & Kennel P.O. 840 uglas, GA 31533 Eric Snipes) 912-384-8455) 912-383-7364 ric@dixiefc.com TOTAL
	Radium Greenspace Perimeter Fencing		\$ 66,385.00		\$ 64,770.00		\$ 53,125.00
BID BOND			N/A		N/A		N/A
	IME (COMMENCE WORK)		N/A		NA		IN/A

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE ACCEPTANCE, APPROVAL AND EXECUTION OF A CHANGE ORDER FOR THE WEST PARKING DECK FROM THE CURRENT VENDOR, METRO WATERPROOFING, INC., IN THE AMOUNT OF \$197,811.00 FOR THE PURPOSE OF APPLYING AN UPPER LEVEL TRAFFIC COATING SYSTEM IN THE WEST DECK; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

WHEREAS, the Board of Commissioners of Dougherty County, Georgia is hereby desirous of accepting, approving and executing a Change Order for the West Parking Deck from the current vendor, Metro Waterproofing, Inc. in the amount of \$197,811.00 for the purpose of applying an upper level traffic coating system in the West Deck.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and it is hereby resolved by Authority of same as follows:

SECTION I The attached Change Order with the current vendor, Metro Waterproofing, Inc., in the total amount of \$197,811.00 is hereby approved and accepted and the County Administrator is authorized to execute same. The County Administrator is hereby authorized to execute any and all other documents necessary to the full implementation of the Change Order/Order.

SECTION II All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

This the 15th day of July, 2019.	
	BOARD OF COMMISSIONERS OF DOUGHERTY COUNTY, GEORGIA
	BY: Christopher Cohilas, Chairman
ATTEST:	
County Clerk	

PROPOSAL

METRO WATERPROOFING, INC. 2935 ALCOVE DRIVE SCOTTDALE, GA 30079 PHONE 404-292-8013 FAX 404-292-0270

Dougherty County Board of Commissioners	PHONE: 229-431-3230	DATE: June 25, 2019
222 Pine Avenue, Suite 540 Albany, Ga 31701 ATTN: Heidi Minnick PROJECT:	EMAIL/FAX: hminnick@dougherty.ga.us	S
East and West Parking Garage Repairs We hereby submit specifications and estimates for:		
we hereby submit specifications and estimates for:		
West Deck Upper Level Traffic Coating System – Prep substra Sikalastic primer, 710/395 with non-slip aggregate		
We propose hereby to furnish material and labor complete in	accordance with above specification	s for the sum of:
One Hundred Ninety Seven Thousand Eight Hu	ndred Eleven	dollars (\$ 197,811.00)
Payment to be made as follows: Invoice in full 30 days		
All material is guaranteed to be as specified. All work to be completed in a from the above specifications involving extra costs will be executed only upon estimate. All agreements contingent upon strikes, accidents, or delays beyon workmen are fully covered by Workmen's Compensation Insurance. This pro	on written authorization and will become an education of the become an education of the become an education with the control of the become an education will be a supplied to the become an education with the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become an education will be a supplied to the become and the become an	extra charge over and above the and other necessary insurance. Our
Respectfully Submitted, Shaun Spivey Email Shaun.sp	pivey@metrowp.com	
Acceptance of Proposal - The above prices, specifications, a Metro Waterproofing, Inc. is authorized to perform the work		
Name Signature E&W P.D. Repairs – Traffic Coating Original 6/25/2019		Date

A RESOLUTION ENTITLED

A RESOLUTION PROVIDING FOR THE APPROVAL, ACCEPTANCE AND EXECUTION OF TASK ORDER NO. MSA 19-029-T03-HMGPAPP WITH TETRA TECH, INC. FOR THE PURPOSE OF PREPARATION OF 2018 HURRICANE MICHAEL FEMA HAZARD MITIGATION GRANT PROGRAM APPLICATIONS IN AN AMOUNT NOT TO EXCEED \$48,021.00; REPEALING RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

WHEREAS, the Board of Commissioners of Dougherty County, Georgia is desirous of approving and accepting Task Order No. MSA 19-029-TO3-HMGPapp with Tetra Tech, Inc. for the purpose of preparation of 2018 Hurricane Michael FEMA Hazard Mitigation Grant Program Applications in an amount not to exceed \$48,021.00.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and it is hereby resolved by Authority of same as follows:

SECTION I The attached Task Order No. MSA 19-029-TO3-HMGPapp with Tetra Tech, Inc. for the purpose of preparation of 2018 Hurricane Michael FEMA Hazard Mitigation Grant Program Applications in an amount not to exceed \$48,021.00 is hereby accepted and approved and the County Administrator is authorized to execute said Task Order on behalf of Dougherty County and any and other documents necessary to the full implementation of Task Order.

SECTION II All Resolutions or parts of Resolutions in conflict herewith are hereby repealed.

This the 15th day of July, 2019.

BOARD OF COMMISSIONERS OF DOUGHERTY COUNTY, GEORGIA

BY:
Christopher Cohilas, Chairman

ATTEST:

County Clerk

DOUGHERTY COUNTY, GEORGIA TASK ORDER NO. MSA19-029-TO3-HMGPApp

Dougherty County, Georgia (County) hereby authorizes the services to be performed by **Tetra Tech, Inc.** (Tetra Tech for the period of performance and estimated budget set forth herein:

PROJECT: Consulting Services to Prepare for the Federal Emergency Management Agency (FEMA) Hazard

Mitigation Grant Program (HMGP) Applications Program -- 2018 Hurricane Michael

DURATION OF WORK:

Estimated project term: July 1, 2019 through October 31, 2019 or until the funds have been expanded in full, whichever first occurs. The period of performance may be extended upon approval by both parties. To the extent the period of performance is required to be extended, it may result in an increase in the project budget.

SCOPE:

The County and Tetra Tech agree that Tetra Tech will provide services described in the scope of work attached hereto as **Exhibit A**.

ESTIMATED COST (not to exceed):

Initial Not-to Exceed Amount: \$48,021.00

The fee for the services will be based on the actual hours of services furnished multiplied by Tetra Tech's hourly rates along with direct project related expenses reimbursed to Tetra Tech as set forth in the Professional Services Agreement between Dougherty County, GA and Tetra Tech for disaster financial recovery services under RFP No. 19-029. Table 1 below outlines the anticipated staff positions and level of effort for this assignment.

Table 1: Estimated Cost Breakdown

Labor Category	Hourly Rate	Estimated Hours	Estimated Total
Task 1: HMGP Acquisition and Elevation			
Project Manager	\$175.00	64	\$11,200.00
Analyst III	\$135.00	86	\$11,610.00
Estimated Expenses			\$ 1,981.00
Estimated Task 1 Sub Total:		150	\$24,791.00
Task 2: Generator (Portable & Perman	ent) Application Developm	ent	
Project Manager	\$175.00	8	\$1,400.00
Analyst III	\$135.00	12	\$1,620.00
BCA Analyst	\$175.00	8	\$1,400.00
Estimated Task 2 Sub Total:		28	\$4,420.00
Task 3: Safe Room Application Develop	oment		
Project Manager	\$175.00	8	\$1,400.00
Analyst III	\$135.00	10	\$1,350.00
Engineer	\$190.00	52	\$9,880.00
Sr. Engineer	\$225.00	8	\$1,800.00
Estimated Task 3 Sub Total:		78	\$14,430.00
Task 4: Application Finalization and Su	ıbmittal		
Project Manager	\$175.00	8	\$1,400.00
Analyst III	\$135.00	10	\$1,350.00
Accountant	\$100.00	2	\$ 200.00
Estimated Task 4 Sub Total:		20	\$2,950.00

Task 5: Request for Information (RFI) Support			
Project Manager	\$175.00	2	\$ 350.00
Analyst III	\$135.00	8	\$ 1,080.00
Estimated Task 5 Sub Total:		10	\$ 1,430.00
Estimated Total:			\$48,021.00

^{*} The above estimated level of effort and associated costs are based on available information at the time the estimates were prepared and do not represent the actual cost of the project. Due to the uncertain nature of the work involved, Tetra Tech cannot guarantee that the work will be performed within the estimated amount provided above. If, during the performance of this work, it is determined additional hours, expenses and/or funding is required in order to complete the project, Tetra Tech and the County will mutually agree on a new/revised estimated cost.

Non-labor expenses shall be invoiced as follows: (1) travel expenses including airfare and car rental shall be invoiced at cost without mark-up; (2) lodging shall be invoiced up to the per diem rate according to the General Services Administration (GSA) rates established at www.gsa.gov (3) meals and incidentals shall be invoiced at the GSA per diem rate (no receipts are required); (4) mileage shall be invoiced at the federally published rate; and (5) other required non-labor expenses as may be applicable to the project and pre-approved by the County and Tetra Tech shall be invoiced at cost without mark-up.

INVOICE AND PAYMENT:

Monthly Invoices -- Invoices are to be mailed to:

Attn: Michael McCoy, Assistant County Manager

Dougherty County, Georgia 222 Pine Avenue, Suite 260

Albany, GA 31701

mmccoy@dougherty.ga.us

Payment terms are Net 30 days -- Payments are to be mailed to:

Tetra Tech, Inc. P.O. Box 911642

Denver, CO 80291-1642

Phone 321.441.8545 Brad Wesolowski Email brad.wesolowski@tetratech.com

APPROVED BY: Tetra Tech, Inc.

Dougherty County, Georgia

EXHIBIT A SCOPE OF SERVICES

INTRODUCTION

Following the flooding impacts of Hurricane Michael (FEMA DR-4400-GA) as well as recovering from the tornado damage from January 2017, Dougherty County (County) is working through its Hazard Mitigation Program to receive available Hazard Mitigation Grant Program (HMGP) funding from FEMA and the State of Georgia.

The HMGP grant provides funding to mitigate against the effects of future disasters and awards funding on a competitive basis to applicants in the State of Georgia. For applications awarded under the HMGP grant, eligible preaward costs, project management costs, and project implementation costs may be reimbursed to the County at the rate of 75% by FEMA and 10% from the State of Georgia, with a 15% local share.

For the elevations and acquisition applications, Tetra Tech's goal of this scope of work is to support and then implement a grant applicant outreach process. The foundation needed to support the HMGP application will begin with a validation and confirmation identifying the program's requirements and collection of homeowner documentation during the pre-application phase, which was finished by the City of Albany and Dougherty County staff. Tetra Tech's goal is to prepare a grant application utilizing the identified interested property owners, intake additional property-specific information, and prepare required forms as identified by the Georgia Emergency Management Agency (GEMA). This will include submission of environmental and historical compliance information, documentation of each property's benefit cost analysis (BCA) justification, and submission of the County's HMGP grants for consideration. Tetra Tech will review documentation for clarity and eligibility and use the provided documentation to develop a Benefit Cost Analysis (BCA).

For the portable and permanent generators, Tetra Tech's goal is to produce a strong scope of work with a supporting benefit to cost ratio (BCA). Tetra Tech will work closely with the County to gather the necessary backup documentation necessary to run the BCA.

For the Safe Room, Tetra Tech's goal is to work with the County to determine the proposed operations, design, and estimated cost of the proposed structure. These tasks will include architectural programming, conceptual design, and cost estimating.

SCOPE OF WORK

The following scope of work describes the tasks necessary to achieve the goals identified above. An initial project kickoff meeting will be conducted with the County to review this scope of work and for the Tetra Tech team to identify data collection needed to finish the HMGP applications

Task 1 - HMGP Acquisition and Elevation Applications

Subtask 1.1 – Property Research and Review and Eligibility Determination

For the properties identified for elevation and acquisition application, Tetra Tech will review the data produced by the County of the candidates for mitigation under the HMGP program in this funding cycle. Tetra Tech will evaluate and verify the eligibility of these properties by utilizing the data on properties identified by the County in the floodway and floodplain that were in the paths of the tornadoes.

For the elevation and acquisition application, Tetra Tech will review, identify, and document the location of the properties in the flood zone and then utilize best available data, including Google Maps, property appraiser data, and flood maps and photos to identify and record:

- Whether the structure is a residential or commercial property
- Base flood elevation
- Adjacent grade

- Structural details
- Foundation type
- Elevation feasibility
- First floor elevation

Each property, with a signed property owner Voluntary Interest Notice, will also undergo a specific property evaluation by Tetra Tech staff to review, verify, and record structural details that include the slab type, square footage, attachments, pre- existing conditions, structural integrity, elevation feasibility, and first floor elevation.

Dougherty County, Georgia TASK ORDER No. MSA19-029-TO3-HMGPApp

The results of the site evaluation will then be analyzed by the Tetra Tech staff to determine whether the property continues to be eligible for elevation, and whether the property should continue to move forward under the Cost Effectiveness Determinations for Acquisitions and Elevations in Special Flood Hazard Area (SFHAs) or will require a RCA

Subtask 1.2 – Cost Effectiveness Determinations for Acquisitions and Elevations and Substantially Damaged in SFHAs

For the acquisition and elevation properties, the program staff will review the site evaluation and determine if the property is eligible for the grant program's Pre-Calculated Benefits Cost Effectiveness Determinations for Acquisitions and Elevations in SFHAs. For properties determined to be substantially damaged, a report will be generated to document how the determination was made, and the property will be included in the grant application.

Subtask 1.3 - Conduct a Full BCA Module Calculation

For properties that do not qualify for the Cost Effectiveness Determinations, a full BCA module calculation will be conducted. For these properties, detailed past loss information from the National Flood Insurance Program (NFIP) or the homeowners will be necessary to run a full BCA module.

Subtask 1.4 - Application Formulation and Development

The State of Georgia will select projects for funding based on eligibility, application completeness, and technical aspects of the project application. GEMA and FEMA Region IV will conduct a thorough review of the application(s) to determine eligibility and feasibility. To maximize the strength of the County's application, Tetra Tech will review the application for compliance with applicable GEMA and FEMA requirements.

For those properties determined to be eligible under the Benefits Cost Effectiveness Determinations for Acquisitions and Elevations in SFHAs or determined to be substantially damaged, Tetra Tech will work with the County and property owners to gather information, analyze data, and include the additional standard components necessary for the HMGP application, including:

- Community information
- Hazard Mitigation Plan information
- Maps
- Scope of work and budget
- Local match funding source information for properties
- Required community executed documents (maintenance agreements, statement of assurances, declaration and release)
- Project schedule and project implementation narrative
- Property specific documentation (such as property owner information, tax information, structure information and prior flood history)
- National Environmental Policy Act (NEPA) requirements (environmental/historical impacts and alternatives)
- Digital photographs
- Flood Insurance Rate Map (FIRM) information

Exhibit 1: Task 1 Project Deliverables

Deliverable	Description
Conduct Kickoff Meeting	Conduct a project kickoff meeting with County staff to review scope of work and conduct data collection for the completion of HMGP applications.
Property Review	Provide a report on the results of the property review.
Voluntary Interest Notification (VIN) and required documentation Tracking	Provide the County with the file of required documentation received.
Property Owner Contact Database	Records of available name and contact information for the property owner(s).
Property Review Report	Report on the findings of the property review.

BCA Report	Results of the BCA analysis.
Application Formulation and submission	Formulate necessary information to prepare the submittal of the applications to the GEMA.

Task 2 - Generator (Portable & Permanent) Application Development

The County is currently planning on applying for funding to purchase and install portable and permanent generators for County facilities. Tetra Tech will support the County to prepare full applications for submittal to GEMA. This will include the initial review of the projects' pre-application prepared by the County and will include the preparation of a BCA.

Tetra Tech anticipates completing the following tasks to prepare and submit the County's HMGP Generator Applications in accordance with state and federal requirements:

- Work with the County to collect needed data for remaining application development and submittal to include:
 - History of hazards
 - Detailed descriptions of power outage reports
 - Value of service data
 - Cost and budget for each fixed and portable generator along with generator data sheets
- Submission of required application documents, including a BCA
- Preparing necessary paperwork for County signature
- Managing Requests for Information (RFI) from GEMA for application related items

Exhibit 2: Task 2 Project Deliverables

Deliverable	Description
HMGP Application	One final HMGP application for a portable generator.
HMGP Application	One final HMGP application for a permanent generator.
Applications	Submission of the required final HMGP applications.

Task 3 - Safe Room Application Development

The County is also currently planning on applying for funding for the designing of and building of a Safe Room. Tetra Tech will support the County to prepare a HMGP Safe Room application for submittal to GEMA. This will include the following:

- Project narrative
- Hazards to mitigate
- Level of Protection
- Useful life of project
- Description of program and solution
- BCA
- Design & cost effectiveness
- Other feasible alternatives
- Maps of area

Subtask 3.1 - Architectural Programming

The Tetra Tech team will work with the County to determine the following:

- 1. Facility operations
- 2. Conceptual building systems
- 3. Site considerations (e.g., parking, fields, etc.)
- 4. Architectural programming
- 5. Design features impacted by the HMGP grant

Subtask 3.2 - Conceptual Design

Following the determinations identified above in subtask 3.1, the Tetra Tech team will create a program document that will lead to the development of a conceptual design of the Safe Room, including the design standards required by the HMGP grant.

Subtask 3.3 - Cost Estimating

Based on the approved conceptual design identified in subtask 3.2, Tetra Tech will create a pre-design cost estimate for the Safe Room to be included in the HMGP application.

Exhibit 3: Task 3 Project Deliverables

Deliverable Description	
HMGP Application One final HMGP application for a safe room.	
HMGP Application Submission Submission of the final HMGP application for a safe room.	

Task 4 – Application Finalization and Submittal

Tetra Tech will finalize additional requirements for the application and then enter the application data and required backup documentation into the GEMA-required template for each individual application. The County will be provided final documentation and documents to sign, and Tetra Tech will submit the applications for consideration on the County's behalf.

Exhibit 4: Task 4 Project Deliverables

Deliverable	Description
Application Submittal	Submittal of the applications to the GEMA.

Task 5 – Request for Information (RFI) Support

Tetra Tech will support the County through the FEMA application approval process by (1) GEMA/FEMA requests for additional information to support the submitted HMGP application, (2) working with the County to develop the additional information, and (3) submitting the additional information to GEMA/FEMA for review.

Exhibit 5: Task 5 Project Deliverables

Deliverable	Description
RFI Responses	A response to the RFIs on the application that are presented by GEMA or FEMA.

PROJECT SCHEDULE/TIMELINE

Tetra Tech will work with County to determine if the delivery schedule below is appropriate given County's priorities and operational considerations. Exhibit 6 illustrates the completion dates for each task.

Exhibit 6: Estimated Project Schedule

Deliverable	Anticipated Completion Timeline
Task 1 – HMGP Acquisition and Elevation Applications	July 31, 2019
Task 2 – Generator (Portable & Permanent) Application Development	July 31, 2019
Task 3 – Safe Room Application Development	August 30, 2019
Task 4 – Application Finalization and Submittal	October 31, 2019
Task 5 – RFI Support	October 31, 2019

Dougherty County, Georgia TASK ORDER No. MSA19-029-TO3-HMGPApp

PROJECT ASSUMPTIONS AND CONSTRAINTS

This project is based on the following key assumptions and constraints. Deviations that arise during the proposed project will be managed through a standard change control process.

- Included Properties. The review and validation for the acquisition and elevations will be conducted for up to eight (8) properties.
- Intake Deadline. It is assumed no additional properties will be included for consideration into the application after May 30, 2019.
- There will be no additional individual outreach to the properties. Homeowners will be required to follow
 up with the program and return documentation by set deadlines to be eligible for inclusion in the
 application.
- Project Sponsor. County will assign a primary point of contact to serve as project sponsor to address
 administrative and functional issues.
- Access to Materials. Documentation pertinent to the execution of this project should be made available to
 Tetra Tech for review in electronic format within five business days of the request from Tetra Tech.
- Access to Key Personnel. Availability of County key personnel is critical to obtaining the information required for the overall success of this project. Information presented by key personnel will be accepted as factual and no confirmation will be made.
- Deliverables. Tetra Tech agrees to deliver the following:
 - Required Documentation
 - Site Evaluation
 - Eligibility Review and/or BCA Report
 - HMGP Safe Room Application
 - HMGP Application
 - RFI Responses
- Work Location/Meeting Space. The County will provide on-site workspace.
- Remote Application Development. Other than presenting at the kickoff meeting, it is anticipated the majority of the application development will be conducted remotely.

A RESOLUTION ENTITLED

A RESOLUTION DECLARING AS SURPLUS THE ATTACHED LIST OF EQUIPMENT AND VEHICLES; PROVIDING FOR DISPOSAL OF OR SALE OF SAME ON VIA AN ONLINE AUCTION; REPEALING PRIOR RESOLUTIONS IN CONFLICT; AND FOR OTHER PURPOSES.

WHEREAS, Dougherty County, Georgia owns the attached list of equipment and vehicles; and

WHEREAS, the County has neither an immediate or foreseeable future use for said equipment and vehicles;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Dougherty County, Georgia and IT IS HEREBY RESOLVED by Authority of same:

SECTION I. That the equipment and vehicles specified in the list attached hereto are hereby declared surplus and the County Administrator is authorized to dispose of or to sell the same on govdeals.com.

SECTION II. That the County Administrator or County Clerk are authorized to execute documents necessary to effectuate sale of said equipment and vehicles.

SECTION III. All resolutions or parts of resolutions in conflict herewith are repealed.

	DOUGHERTY COUNTY, GEORGIA
	By:CHAIRMAN
COUNTY CLERK Adopted: July 15, 2019	

Unit Number	Condition
NT	Condition
None	Poor
09G6B10645	Discard
TH57E13102	Discard
278L2D1	Discard
3F42691	Discard
Administration	
Unit Number	Condition
None	Fair
4120C2	Poor
C8189A	Poor
CN-07TKK5-72872-169-C1L1	Poor
13548144422	Poor
841852	Poor
MY71U5Z10F	Poor
Various	Poor
Coroner's Office	
Unit Number	Condition
None	Good
	TH57E13102 278L2D1 3F42691

	DA's Office	
Description	Unit Number	Condition
Sony Handycam Video Recorder	247342	Good
Toshiba Analog TV	25920753	Fair
Daewoo Ananlog TV	508AAM7906	Fair
Panasonic Fax Machine	PFGT2289ZA	Good
Dell Optiplex 380	JLHMNLI	Fair
Dell Optiplex 380	1XFGDQ1	Fair
Dell Optiplex 380	JLKBPL1	Fair
Dell Optiplex 330	BTYNGG	Fair
Dell Optiplex 330	7KB65H1	Fair
Dell Optiplex 380	BYPXLN1	Fair
Compaq Presario Computer	MX31504182	Fair
Dell Latitude E5540 Computer	H94HXZ1	Fair
Dell Monitor	DD5262200	Good
Dell Monitor	CNOF50356418059115XK	Good
Dell Monitor	74445-06M-EWDL	Good
Dell Monitor	71618-87G-GAXK-A00	Good
Dell Monitor	74445-459-B48M	Good
Dell Monitor	64180-06M-ORYL	Good
Dell Monitor	71618-58R-ABTE	Good
	DCP	
Description	Unit Number	Condition
Newcon Night Vision Binocular	N98709131	Poor
Memorex DVD/CD Player	None	Poor
Curtis DVD Player	None	Poor
Staples Electric Punch	None	Poor
Muvi Micro DV Recorder (5)	None	Poor
Sony DSC-P72 Camera	None	Poor
Sony DSC-S40 Camera (2)	None	Poor
Sony DSC-P41 Camera (3)	None	Poor
Vivitar 7022 Camera (2)	None	Poor

	DCP con't	
Vivitar S124 Vivicam (2)	None	Poor
Vivitar 7122 Vivicam (8)	None	Poor
Diehard Battery Jumpbox	None	Poor
Labtec CS-800 Speakers	None	Poor
Juster Speakers	None	Poor
APC Backups CS-350 (2)	None	Poor
APC Backup ES-350	None	Poor
Cyber Power 850AVR	None	Poor
GE VHS Player	None	Poor
Panasonic Electric Typewriter	None	Poor
APC Backups XS 1000 (2)	None	Poor
Dell Monitor	None	Poor
Dell Monitor	None	Poor
Staples Paper Shredder	None	Poor
Heat Essential Space Heater	None	Poor
DVD Rom Drive	None	Poor
Polaroid TV 32"	None	Poor
Philips Analog TV	None	Poor
HP Printer 2410	None	Fair
HP Printer 6122 (2)	None	Poor
LG HDMI TV	None	Poor
Nikon Camera	None	Fair
Dell T1500 PC	None	Poor
	Finance	
Description	Unit Number	Condition
Mauve Task Chair	None	Good
Green Desk Chair	None	Good
Green Counter Chair	None	Good
HP Printer (2)	None	Fair
Typewriter Ribbon (3)	None	New
Portable File Cabinet (2)	None	Good

Human Resources			
Description	Unit Number	Condition	
Television	T25204BC	Poor	
IBM Typewriter	11-11854	Poor	
Folder Rack	None	Fair	
Multi-Cart	None	Fair	
Wall Clock	None	Poor	
Shredder	TOU011003777	Fair	
	Jail		
Description	Unit Number	Condition	
Scanner (2)	None	Poor	
Laser Printer	None	Poor	
Thermal Printer	None	Poor	
Computer	None	Poor	
Printer	None	Poor	
Box of Cables	None	Poor	
Laser Printers (3)	None	Poor	
Inkjet Printers (4)	None	Poor	
Computer Monitors (3)	None	Poor	
Battery Backups-UPS	None	Poor	
Vulcan Oven	54-1014758	Poor	
Vulcan Oven	54-1014743	Poor	
Boiler	5868-4GG-1687	Poor	
Victory Chill Blaster	0802-516795	Poor	
Victory Refrigerator	A9236V103	Poor	
John Deere Edger	MO0E35X618362	Poor	
Tygart Sprayer	8000-541-236	Poor	
Snapper Riding Mower	31238056	Poor	
Honda Push Mower	766	Poor	
Snapper Riding Mower	25742579	Poor	
Food Trays (800)	None	Good	
Drink Cups (800)	None	Good	

	Library	
Description	Unit Number	Condition
Legal size File Folders (3 boxes)	None	Good
Expanding legal size file Folders (1 box)	None	Good
Expanding letter size file folders (1 box)	None	Good
Binders 3"-4" (3 boxes)	None	Good
Magazine Boxes (5 boxes)	None	Good
Magazine Covers (3 boxes)	None	Good
Manila legal size file folders (3 boxes)	None	Good
Legal size hanging file folders (3 boxes)	None	Good
Sharp Calculator	EL-2192R	Poor
Texas Instrument Calculator	TI-5660	Poor
Clear Plastic VHS cases (1 box)	None	Good
Dark Brown Desk	None	Good
Large Brown Desk	None	Good
Dark Brown Computer Desk	None	Good
Wooden Tabletop Shelves (5)	None	Good
Computer Desks (8)	None	Fair
Lamps (2)	None	Good
2 Drawer Filing Cabinet	None	Good
Computer Chairs w/ casters (27)	None	Poor
Microfilm Cabinets (2)	None	Fair
M	lagistrate Court	
Description	Unit Number	Condition
HP Laserjet	P4015X	Poor
Oce Fax Machine FX3000	UK2P5	Poor
Imagistics Fax Machine SX2100	UK2GC	Poor
Publi	c Defender's Office	
Description	Unit Number	Condition
Brother Electric Typewriter	J4E001672	Fair
Brother Toner Cartridge	None	Good
IBM Wheel Writer Compatible Tape Cartridge (4)	R5111	Good

Public De	fender's Office con't	
IBM Wheel Writer Tape Cartridge (2)	R5111	Good
IBM by Lexmark Easystrike Superior Correctable Ribbon	1380999	Good
Nukote Black Correctable Ribbon	None	Good
Brother Lift-Off Correction Tape	None	Poor
IBM Printer Ribbon	1299933	Fair
P	ublic Works	·
Description	Unit Number	Condition
2007 Dodge Pick-up Truck	7047M12	Fair
2013 Cherolet Ambulance	701335	Fair
2004 Ford Taurus	40001	Fair
2007 Ford Crown Victoria	62104	Fair
2010 Ford Crown Victoria	621030	Fair
2007 Cherolet Impala	620722	Fair
2011 Ford Crown Victoria	381109	Fair
2006 Ford Crown Victoria	38103	Fair
2009 Chevrolet Tahoe	380971	Fair
2010 Ford Explorer	381027	Fair
2009 Ford Crown Victoria	380901	Poor
2010 Dodge Charger	611016	Fair
2007 Dodge Charger	610701	Fair
2010 Dodge Charger	611022	Fair
2008 Chevrolet Impala	610824	Fair
2009 Ford Crown Victoria	610935	Fair
1999 Ford F-350	59001	Fair
1977 Asphalt Trailer	51118	Poor
2006 Massey Ferguson 5455 Tractor	55459	Poor
Coats Tire Changing Machine	None	Fair
HP Officejet Pro 8500	None	Fair
HP Deskjet 6540	None	Poor
HP Laserjet 1536	None	Poor
HP Laserjet 1536	None	Poor

	Sheriff's Office	
Description	Unit Number	Condition
2010 Ford Fusion	18-1072	Fair
2007 GMC Yukon	38-101	Fair
2007 Ford Crown Victoria	38-106	Poor
HP Laserjet Ink 642A (Yellow, Black & Cyan)	None	Good
	Solid Waste	
Description	Unit Number	Condition
2004 Kawasaki Mule 300	54032	Fair
2008 Ford F-150	540814	Fair
1998 White GMC Tractor/Truck	54318	Poor
1996 Fruehauf Tank Trailer	54337	Poor
	Tax Department	
Description	Unit Number	Condition
ATT 710 Telephone	None	Poor
ATT 610 Telephone	None	Poor
ATT 8110 Telephone	None	Poor
Lucent O 8410B Telephone	None	Poor
Lucent O 8403 Telephone	None	Poor
Dell Computer Monitor	CN-0CN078-72872-84G-06JS	Poor
Dell Computer Monitor	CN-0GC811-72872-65N-199M	Poor
Dell Computer Monitor	MX-08G152-47605-2CH-DYKI	Poor
Lexmark Printer ES352DN	124-LXKH-33S8150-1GGR	Poor
Dell Optiplex CPU	G171H41	Poor
Lexmark 2400 Printer	8W-91203	Poor
HP 6940 Printer	MY6BM9R211	Poor
HP 610 Printer	MYN19059	Poor
HP 6200 Printer	MY97V2J2H7	Poor
Brother HL-5450DN	U63079C4N683393	Poor
Brother HL-3170CDW	U63478H4J440472	Poor
Lexmark MS410DN	451432LM0MLCH	Poor

Tax Department con't				
Lexmark E360DN	72N9KYP	Poor		
Lexmark Printer ES352DN	124-LXKH-33S8150-1G1P	Poor		
Lexmark Printer ES352DN	124-3XKH-33S8150-1GGT	Poor		
Office Chairs (3)	None	Poor		
Line Stanchion	None	Poor		
Computer Mouse (6)	None	Poor		
File Cabinet 4 Dwr Letter Size	None	Poor		
IBM Speakers (3 sets)	None	Fair		
Martin Yale Paper Folding Machine	None	Fair		
Steelcase File Cabinet 4 Dwr Legal Size	None	Fair		
Steelcase File Cabinet 4 Dwr Legal Size	None	Fair		
Steelcase File Cabinet 4 Dwr Legal Size	None	Fair		
File Cabinet 4 Dwr Letter Size	None	Fair		
	Voter Registration			
Description	Unit Number	Condition		
Brother ML 300	U53081H1D383781	Poor		
Dell Docking Station	CN-0HD062-48643-7BS-0651	Poor		
Dell Latitude D830 Laptop	35G1RF1	Fair		
Dell Latitude E5510 Laptop	6STHNM1	Fair		
Dell Latitude E5510 Laptop	6SVHNM1	Fair		
Dell Latitude E5510 Laptop	GMVFNM1	Fair		
HP Deskjet 5740	GAPRO47	Fair		
Dell 3130CN Printer	B2GBQM1	Fair		
Kimball Office Chair	S0029043238	Fair		
HP Officejet 4500	CNO4FF7291	Fair		



BOARD OF COMMISSIONERS DOUGHERTY COUNTY ALBANY, GEORGIA

ONE DAY ALCOHOL LICENSE APPLICATION

LICENSE FEE: \$25.00

INSTRUCTIONS: All questions must be fully answered, typewritten or printed in ink. When completed, it must be dated, signed and verified under oath by the applicant and filed with all supporting documents and a money order, cashiers or certified check for the exact fee with the Dougherty County Clerk, 222 Pine Avenue, Suite 540, Albany, GA 31702 three weeks prior to the date of the event.

ı.	CHARITABLE ORGANIZATION	~ · · ·		
	Name: South Georgia Council			
	Address: 1841 Norman Dr	•		
	Business Phone: 229-242-2330ity: Vo	1dosta State: GA Zip: 31601		
	IRS Tax Exempt Number: 58-0825			
	ncorporated as a non- profit corporation			
	Formal Organization, with Constitution/Bylaws, Board of Directors			
	President:	_ Treasurer:		
		Secretary:		
11.	ORGANIZATION REPRESENTATIVE			
	Name: ROSE PALAZZOLO	Age: 58		
		ALBANY State GA Zip: 31707		
	Phone: (w) 229 - 291-2451			
	Email: Palazzoja bells			
III.	ACTIVITY			
••••	Type of Activity: Fundraising	Dinner		
		munity Center		
	Address of Facility: 21081 11 314 F	air Rd Albany GA 31721		
	Date & Time of Activity: October	22 2019		
	Date & Time of Activity.	30,001		
IV.	CHARITABLE PURPOSE			
	Relief of the Indigent	Libraries		
	Medical Research	Zoos		
	Keducation, including Youth Education	Scientific Research & Development		
	Historical Preservation	Community Development		
	Crime Prevention & Rehabilitation	Industrial & Commercial Recruitment		
	Fine Arts	Recreation		

V.	ALCOHOLIC BEVERAGE Consumption (Liquor/Mixed)	Beer	Wine
VI.	FINAL REPORT (To be submitted within 30 days after conclusion of activity). A. Statement of Gross Receipts: Expenses Paid:		
	Net Proceeds Remaining: Statement of how, to whom and for what purposes said net proceeds were distributed:		
	NOTE: If this portion is not con	npleted, future ap	plications may be denied.
bevera herein upon t herein applica Signat Sworn	1 Marsol	nd no false or fraud license issued pursu made herein and the on or revocation of	dulent statement or answer is made lant to the application is conditioned lat any false answers and statements
		FOR OFFICE USE O	NLY
	Organization met all criteria: Yes: Location conforms to all regulations: Work Session Date:	: Yes:	
			Date:

Revised 8/13

Albany -Dougherty Land Bank Board

New Applicant None

Incumbents

Ms. Thelma Johnson

Mr. Larry Thomas

BOARD OF DIRECTORS Chair, Thelma A. Johnson Vice Chair, Robert Middleton Secretary/Treasurer, Jamye J. Cobb Executive Director, Paul Forgey



BOARD OF DIRECTORS Debbie Sutton Eddie Dean Brown Larry Thomas Eric Williams

ALBANY/DOUGHERTY COUNTY LAND BANK

240 Pine Avenue Albany, Georgia 31701 229-438-3901

June 18, 2019

Jawahn Ware Dougherty County Clerk 222 Pine Avenue, POB 1827 Albany, GA 31702



RE: Board Members in Good Standing

Dear Jawahn,

The purpose of this letter is to verify that Mrs. Thelma Adams-Johnson and Mr. Larry Thomas are both members in good standing of the Albany/Dougherty Land Bank. It is my understanding that they are both interested in remaining on the Board. I would welcome their continued participation.

Please let me know if you need any further information.

Sincerety

Paul Forgev. AICP. C

Executive Director

Department of Family & Children Services

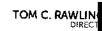
New Applicant

Ms. Asa K. Smith

Mr. Ronald Smith

Incumbents

Ms. Norma Kay Gaines Heath Mr. Henry Mathis BRIAN P. KEMP GOVERNOR



June 7, 2019





Mr. Christopher Cohilas, Chairman Dougherty County Commission 222 Pine Avenue Suite 540 Albany, GA 31701

Dear Mr. Cohilas:

Mr. Henry Mathis's term on the Dougherty County Department of Family and Children Services Board expires on June 30, 2019.

Mr. Mathis has served faithfully this past term and has indicated an interest to serve again. He seldom misses meetings and when he is absent he has a valid reason. He is knowledgeable of the community and the clients we serve which enables him to actively advocate for the programs we administer. He also is knowledgeable about education and advocacy for families and children. I would like to recommend his reappointment.

I appreciate your continued support of the Dougherty County Department of Family and Children Services and the clients we serve.

Sincerely,

Pamela E. Lofton County Director BRIAN P. KEMP

TOM C. RAWLINGS

June 7, 2019



Dear Mr. Cohilas:

Mrs. Norma Gaines-Heath's term on the Dougherty County Department of Family and Children Services Board expires on June 30, 2019.

RECEIVED

Mrs. Gaines-Heath has served faithfully this past term and has indicated an interest to serve again. She seldom misses meetings and when she is absent she has a valid reason. She is knowledgeable of the community and the clients we serve which enables her to actively advocate for the programs we administer. She also is knowledgeable about education and advocacy for families and children. I would like to recommend her reappointment.

I appreciate your continued support of the Dougherty County Department of Family and Children Services and the clients we serve

Sincerely,

Pamela E. Lofton County Director

Asa K. Smith

320 South Jackson Street Apt 70 | Albany Ga. 31701 | asasmith12@gmail.com

Dear Hiring Manager:

I am a hard-working and determined professional seeking an opportunity to apply for the Appointment on the **Department of Family & Children Services Board**. I would really appreciate if you can provide me with more information regarding the qualifications needed to meet any needs of the board. I am confident that my knowledge, ability and experience will allow me to deliver successful results for the department. The enclosed resume will furnish you with information concerning my overall employment background, training, education and skills. I assure you that I can successfully fulfill any obligations requiring of any responsibility upon our Agency. Please allow me to highlight my key skills:

- Monitor the complaints process and ensure resolution within required timeframes
- · An aptitude for identifying and resolving problems efficiently
- Excellent communication skills that result in positive interpersonal relationships
- A track record of meeting deadlines and producing accurate work of a high standard
- Proven ability to make sound decisions based on valid information
- The capacity to learn and apply new information quickly and accurately
- · Strong computer skills with proficiency in MS Office

I am convinced that I can be an asset in any position requiring hard work, enthusiasm and reliability and I look forward to hearing from you soon. I believe that the combination of my academic and professional experiences have provided me with the organizational, interpersonal and analytical skills that

will enable me to make a significant contribution to your organization. The enclosed resume expands on my qualifications and experience.

Sincerely,

Asa K. Smith



320 South Jackson Street Apt 70 | Albany, Ga. 31701 | 229-485-9290 | asasmith 12@gmail.com

JUN 2019 BECENFO

Objective

Creative and innovative thinker with effective management and goal setting abilities combined with superior leadership, tear building, communication, interpersonal, and presentation skills. Self-motivated with the ability to excel in a fast-paced environment; communicate effectively at all levels; manage competing priorities; and adapt readily to new challenges.

EDUCATION

Human Resource Management Albany State University, Albany, GA

Surgical Technology Diploma Albany Technical College, Albany, GA

KNOWLEDGE/SKILLS

- have the ability to use office automation technology to generate reports, briefing materials and/or comparable documents.
 - have knowledge of the full range of word processing software functions; knowledge of correspondence rules and regulations.
- have the ability to prepare and/or edit written correspondence, ensuring proper use of English grammar, spelling and punctuation.
- have knowledge of orders, directives and other regulations; knowledge of common clerical practices and office routines.
- have the ability to interpret and apply regulations and procedures pertaining to administrative support.
- have practical knowledge of regulations, policies, procedures, techniques, and methods applicable to assigned support duties.
 - have a highly collaborative style; experience developing and implementing communications strategies.
- excellent writing/editing and verbal communication skills.
- have employee and operations management or leadership experience required; retail, sales or financial industries preferred
- have a strong track record as an implementer who thrives on managing a variety of key initiatives concurrently.
- am a relationship builder with the flexibility and finesse to "manage by influence".
- have high energy, maturity, and leadership with the ability to serve as a unifying force and to position communications discussions at both the strategic and tactical levels.
- can direct and coordinate activities of businesses or departments concerned with the pricing, sales, and/or distribution of products.
 - will manage staff, preparing work schedules and assigning specific duties.
- can review financial statements, sales and activity reports, and other performance data to measure productivity and goal
 achievement and to determine areas needing cost reduction and program improvement.

Qualifications

- proficient in Microsoft Suite: Word, Excel, Access, PowerPoint, Outlook, Windows XP, and QuickBooks, Classic Accounting Systems, and Accounts Payable; Type 55WPM.
- will facilitate the performance of the supervisor's work by relaying information and requests to officials within the
 organization.
- can respond to a variety of substantive requests for program, budget, and statistical information.
- will search through files and drafts explanatory narratives and summaries in a clear, concise, and logical manner based on the unique information needs of internal and external requesters.
- can conduct personal inquiries or searches to ascertain facts through discussions with individuals, and research in files.
- will develop and maintain various automated data bases, spreadsheets, and graphics in support of office activities and operations.
- can type a variety of letters, memoranda and reports in required correspondence and/or publication formats,
- can receive, route, and distribute mail; prepare and distribute mailings; receive various forms, report, invoice, and related documentation; review, process, file, and/or transmit as appropriate; receive, transmit, and distribute facsimile transmissions; log and retrieve voice mail messages; I can plan, organize, direct and run optimum day-to-day operations.

- Pre-admits patients by receiving bookings from physicians; confirming admitting privileges of physicians; interviewing patients; entering patient information to pre-admissions database.
- Provides patients with information by explaining hospital admission policies, time of admission, room selection, tv and video rentals, telephone availability, cell phone restrictions; answering inquiries.
- Secures payments by screening insurance information; identifying patients requiring pre-admission approvals from thirdparty payers; verifying approvals; notifying patient accounts department of self-paying admissions.
- Prepares admission folders by gathering admission paperwork for scheduled patients.
- Greets and receives patients to be admitted by conducting personal interviews; entering demographic and insurance
 information; confirming pre-admission information; obtaining signatures on legal consents and insurance forms; receiving
 payment and issuing receipts for tv and video rentals; accepting patient valuables; distributing patient information
 literature.
- Verifies patient identify by checking identification; preparing and placing identification band on patient.
- Ensures patient's arrival to hospital room or testing area by assigning patient beds; notifying nursing unit of patient's arrival; calling volunteer to transport the patient to the assigned area.
- Admits emergency room and maternity patients by obtaining information from family members; visiting emergency room, delivery room, or patient room.

MEDICAL RECORD ANAYSIS JOBTRACKS

JUNE, 2009- AUGUST, 2011

Drove to surrounding counties at different Hospitals and doctors' offices to scan and verify accuracy of patient medical charts. Uploaded findings to company's electronic hard drive for results. Audited files and reports of all procedures and patient work ups. Reported all erroneous findings to the department for further investigation.

Clark, Bristria

rom:

ronald smith <godcan1@bellsouth.net>

ent:

Saturday, June 22, 2019 9:02 PM

to:

Clark, Bristria

Subject:

Re: Joint Board of Adjustments & Appeals

Hello Bristria,

It was a pleasure speaking with you last week.

I am delighted to be chosen to serve on the Joint Board of Adjustments & Appeals.

However, after much consideration will you please submit my resume for the other new board vacancies within your department that my skills and experience can be utilized.

Much Appreciative,

Ron Smith 229-886-0111

On Tuesday, June 18, 2019, 02:53:39 PM EDT, Clark, Bristria <BClark@dougherty.ga.us> wrote:

ood afternoon,

Please see the attachment in reference to the Joint Board of Adjustments & Appeals.

Thank you!

Bristeria Clark Hope

Administrative Specialist

Dougherty County Board of Commissioners

(229)431-2121 Ext. 0

Ronald Frederick Smith

2101 Beacon Court Albany, Georgia 31721 Home: (229) 878-0334 Mobile: (229) 886-0111 Email:godcan1@bellsouth.net

OBJECTIVE

Obtain a board position to utilized my skills in public service and management for the citizens of Dougherty County

EXPERIENCE

Risk Management, 9/1/1989 to 5/1/2007

Procter & Gamble, Albany, Georgia

- Responsible for training all plant employees in safety and prevention.
- Developed training plans for special common and unusual emergency conditions.
- Tested and maintained fire alarm systems incompliance with codes and standards.
- Commander in charge of incidents and crews during environmental fire and safety emergencies.
- Responsible for inspecting plant and equipment according to NFPA and other federal and state guidelines.

Fire Officer, 6/1/1986 to 9/1/1989

Marine Corp. Logistic Base, Albany, Georgia

- Responded to life safety emergency incidents
- Carried out safety prevention audits and record, report findings.
- Provide training to staff and visitors in fire prevention and protection.
- Inspected and maintained all emergency equipment and kept records for auditing.
- Yearly assessments, audit and review of employees performance.

Firefighter, 1/1/1984 to 6/1/1986

Albany Fire Department, Albany, Georgia

- Responded to fire and health emergency (EMT Certified).
- Performed under emergency situations; emergency medical services.
- Performed required inspection and maintenance on fire vehicles and equipment.

Electronic Technician, 9/1/1979 to 9/1/1983

United States Army, Fort Bragg, North Carolina

• Used troubleshooting techniques to test and repair tactical radio communication equipment.

EDUCATION

High School Diploma - 1979 Westover High School Albany, Georgia

United States Army 525 Military Intelligence Group – 1979-83

Albany Technical College, Diploma - 2012-14 Design & Media Hotel & Restaurant

Economic Development Commission

New Applicant

Mr. Ronald Smith

Incumbents

Mr. Chris Hatcher
Commissioner Clinton Johnson



June 27, 2019

Mrs. Jawahn Ware, County Clerk
Dougherty County Board of Commissioners
222 Pine Avenue, Suite 540
Post Office Box 1827
Albany, Georgia 31702-1827

RE: Chris Hatcher, County Commission Appointee
Reappointment to the EDC Board

Dear Ms. Ware:

We are in receipt of your letter dated June 13, 2019 regarding the reappointment of Mr. Chris Hatcher to the Albany-Dougherty Economic Development Commission.

Chris is one of our most active and engaged board members and is in good standing with our Commission. I have spoken with Chris and he would like to remain on the board for the new term from July 1, 2019 through June 30, 2021. We look forward to continuing to work with him throughout his next term.

Please let me know if there is anything else you need from us.

Sincerely,

Justin K. Strickland, President

JKS/sm



Economic Development Commission



June 27, 2019

Mrs. Jawahn Ware, County Clerk Dougherty County Board of Commissioners 222 Pine Avenue, Suite 540 Post Office Box 1827 Albany, Georgia 31702-1827

RE:

Clinton Johnson, County Commissioner

Reappointment to the EDC Board

Dear Ms. Ware:

We are in receipt of your letter dated June 13, 2019 regarding the reappointment of Clinton Johnson to the Albany-Dougherty Economic Development Commission.

Clinton is one of our most active and engaged board members and is in good standing with our Commission. I have spoken with Clinton and he would like to remain on the board for the new term from July 1, 2019 through June 30, 2021. We look forward to continuing to work with him throughout his next term.

Please let me know if there is anything else you need from us.

Sincerely,

Justin K. Strickland, President

JK5/sm

Clark, Bristria

ronald smith <godcan1@bellsouth.net>

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Administrative Specialist

Dougherty County Board of Commissioners

(229)431-2121 Ext. 0

Ronald Frederick Smith

2101 Beacon Court Albany, Georgia 31721 Home: (229) 878-0334 Mobile: (229) 886-0111

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