

MINUTES

The Spalding County Board of Commissioners held their Extraordinary Session in Room 108 of the Courthouse Annex, Monday, August 18, 2014, beginning at 6:00 p.m. with Chairman Samuel Gardner presiding. Commissioners Raymond Ray, Rita Johnson, Gwen Flowers-Taylor, and Bart Miller were present.

Also present were William Wilson, County Manager, James Fortune, County Attorney, Jinna Garrison, Administrative Services Director, Kelly Leger, Superintendent of Recreation and Kathy Gibson, Executive Secretary for Spalding County to record the minutes.

I. OPENING (CALL TO ORDER) led by Chairman Gardner.

II. INVOCATION led by Rita Johnson

III. PLEDGE TO FLAG led by Bart Miller

IV. PRESENTATIONS/PROCLAMATIONS

1. Consider proclamation declaring the month of September as Workforce Development Professionals month in Spalding County.

Motion/Second by Ray/Johnson to approve the proclamation declaring the month of September as Workforce Development Professionals month in Spalding County. Motion carried unanimously by all.

Proclamation

WORKFORCE DEVELOPMENT PROFESSIONALS MONTH

WHEREAS: The economic development of every region in our country and the ability of our businesses and industries to compete in the global economy are more than ever before dependent on the availability and quality of a skilled workforce; and

WHEREAS: The complexity and fast-paced change in our economy and labor markets puts new demands on individuals and employers at all levels; and

WHEREAS: job seekers need the assistance of knowledgeable and dedicated professionals to facilitate the process by which our workforce identifies, prepares for, obtains and maintains employment and self-sufficiency; and

WHEREAS: Employers depend on similar levels of professional services to help them recruit and retain a competitive workforce and continually upgrade the skill sets of their incumbent employees; and

NOW, THEREFORE

BE IT RESOLVED That the Spalding County Board of Commissioners, joins with the National Association of Workforce Development Professionals in designating the month of September as

**“WORKFORCE DEVELOPMENT
PROFESSIONALS MONTH”**

To honor all those individuals in all Workforce Development organizations and partnerships who play such a vital role in our economy.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the County to be affixed this, the nineteenth day of August, in the year of our Lord, two thousand fourteen.

Samuel C. Gardner, Chairman

William P. Wilson, Jr., County Clerk

2. Presentation to Union Baptist Church acknowledging and recognizing their volunteer efforts in assisting with the Spalding County Summer Food Program in the East Griffin Community.

Kelly Leger, Superintendent of Recreation, stated it is with great pleasure that we are here tonight to express our gratitude to the Union Baptist Church volunteers. Ms. Leger stated that she had received a phone call from the pastors at Union Baptist Church requesting that the staff find some way for them to plug in to our community. Ms. Leger stated that she immediately thought of the Ambucs, or east Griffin area, of the county which is an underserved area for the Summer Food Program. Ms. Leger stated that the volunteers from Union Baptist Church exceeded our expectations, we were able to serve more meals in that area than we ever have before. Without them the children in that area would not have had access to the Summer Food Program. Ms. Leger stated that over 1,030 meals were served at that location.

Ms. Leger further stated that the volunteers became quite attached to the children and the children formed an attachment to the volunteers as well. Ms. Leger stated that it is her hope that in recognizing the efforts of the volunteers at Union Baptist Church

that more individuals, organizations and churches will step forward to make our community a better place to live, work and play.

Pastor Conort stated that he wanted to thank the Parks and Recreation Department for allowing their group to be a part of the Summer Food Program and that they look forward to the opportunity of doing the same next summer.

Commissioner Flowers-Taylor thanked the church for coming into her district to work with the Summer Food Program. She expressed her concern that the children in the area would not be able to take advantage of the program. Commissioner Flowers-Taylor further expressed her appreciation of the volunteers who came out of their commission district to help with the program over the summer.

V. PRESENTATIONS OF FINANCIAL STATEMENTS

1. Consider approval of financial statements for the one month period ended July 31, 2014.

Jinna Garrison was present to answer any questions.

Motion/Second by Flowers-Taylor/Ray to approve the financial statements for the one month period ended July 31, 2014 as presented. Motion carried unanimously by all.

VI. CITIZEN COMMENT

Speakers must sign up prior to the meeting and provide their names, addresses and topic in which they will speak on. Speakers must direct all comments to the Board only. Speakers will be allotted three (3) minutes to speak on their chosen topics and relate to matters pertinent to the jurisdiction of the Board of the Commissioners. No questions will be asked by any of the commissioners during citizen comments. Outbursts from the audience will not be tolerated. Common courtesy and civility are expected at all times during the meeting.

Tim Conort, Pastor, Union Baptist Church, 1405 North McDonough Road, they have just applied for an outside application permit for their Fall Festival. He stated that the church has had a Fall Festival for the last 14 years. The Fall Festival is for the community and everything at the festival is free of charge. Pastor Conort stated that they were notified last year that they would need an amplification permit and that is one of the reasons we are here tonight.

Moin K. Punjwant, Ringgold Grocery Store, 4243 Jackson Road, stated that the last time he came he had come with a petition from customers and other small business owners asking that the commissioners grant him a beer license, so that he could sell beer in his store. Mr. Punjwant stated that he needs the additional income that beer sales would provide and again requested that the commissioners grant his request.

Chairman Gardner stated that the county Ordinance is the law and that any change to the Ordinance would affect not only Mr. Punjwant's business but all of the other businesses within the county.

VII. MINUTES -

1. Consider approval of the Minutes for the August 4, 2014 Regular Meeting of the Board of Commissioners.

Motion/Second by Ray/Flowers-Taylor to approve the minutes of the August 4 2014 Regular Meeting of the Board of Commissioners. Motion carried unanimously by all.

VIII. CONSENT AGENDA –None

IX. OLD BUSINESS - None.

X. NEW BUSINESS -

1. Consider request from Griffin Moose Lodge, 1435 Zebulon Road for an outside amplification permit for an End of the Year Pool Event scheduled for September 5, 2014 from 7:30 p.m. - 11:30 p.m.

Mr. Wilson advised that the appropriate departments have reviewed the amplification permit and recommend approval.

Commissioner Flowers-Taylor stated that amplification permits traditionally end at 11:00 p.m. and requested that the approval be amended to reflect an ending time of 11:00 p.m. Commissioner Flowers-Taylor further requested that the starting time be moved to 7:00 p.m. to accommodate the extra 30 minutes being deducted from the ending time of the request.

Motion/Second by Ray/Miller to approve the request from the Griffin Moose Lodge, 1435 Zebulon Road, for an outside amplification permit for an End of the Year Pool Event

***scheduled for September 5, 2014 from 7:00 p.m. – 11:00 p.m.
Motion carried unanimously by all.***

2. Consider request from Flaticia Berry, 201 Hammerhawk Road, Griffin, Georgia for an outside amplification permit for a birthday party to be held on Saturday, August 30, 2014 from 7:00 p.m. to 11:00p.m.

Mr. Wilson advised that Ms. Berry went to the neighbors and brought in signatures showing that they are aware of the party and have no problem with the amplification permit being that is being requested. The application has been reviewed by the appropriate departments and approval is recommended.

Motion/Second by Miller/Miller to approve the request from Flaticia Berry, 201 Hammerhawk Road, Griffin, Georgia for an outside amplification permit for a birthday party to be held on Saturday, August 30, 2014 from 7:00 p.m. to 11:00 p.m. Motion carried unanimously by all.

3. Consider request from Union Baptist Church, 1405 N. McDonough Road, Griffin, Georgia for an outside amplification permit on Friday, October 31, 2014 from 5:00 p.m. to 9:30 p.m. for their Fall Festival.

Mr. Wilson stated that Union Baptist Church has met all of the requirements and approval is recommended.

Motion/Second by Flowers-Taylor/Miller to approve the request from Union Baptist Church, 1405 N. McDonough road, Griffin, Georgia for an outside amplification permit on Friday, October 31, 2014 from 5:00 p.m. to 9:30 p.m. for their Fall Festival. Motion carried unanimously by all.

4. Conduct public hearing for the 2014 Capital Improvement Element (CIE) and Short Term Work Program (STWP).

Motion/Second by Ray/Johnson to open the meeting to a public hearing for the 2014 Capital Improvement Element (CIE) and Short Term Work Program (STWP). Motion carried unanimously by all.

Commissioner Gardner opened the meeting to public comment and asked if anyone would like to speak regarding the 2014 Capital Improvement Element (CIE) or the Short Term Work Program (STWP).

Commissioner Flowers-Taylor requested that she be able to make a public comment. Commissioner Flowers-Taylor stated that some of the items on the list are no longer relevant, some of the items are completed and some of the items need to be combined. She requested that the board have time to review the list to determine the items that are still relevant and combine the projects that can be combined. Commissioner Flowers-Taylor further stated that the projects are covered by impact fees and that some of the commissioners may not be aware of what the impact fees are, why they were implemented and how they are to be used.

Mr. Wilson stated that it has been a while since the impact fees were implemented. He asked that the commissioners keep in mind that the list has to be submitted it to Three Rivers Regional Commission in October. Mr. Wilson agreed that it would be a good idea to have a workshop to bring the commissioners up to date on the impact fees.

Commissioner Flowers-Taylor requested that the Board have a workshop to review the impact fees and the list presented to the board before the next regular scheduled meeting.

Commissioner Johnson asked that that a Special Called Meeting be set for the same day as the next scheduled meeting September 15.

Consensus of the board was to set a Special Called Meeting on Monday, September 15, 2014 beginning at 8:00 a.m.

Motion/Second by Flowers-Taylor/Johnson to close the public hearing. Motion carried unanimously by all.

5. Consider approval of Resolution authorizing transmittal to Three Rivers Regional Commission of the 2014 Capital Improvements Element (CIE) and Short Term Work Program (STWP) and incorporation of these changes into the Spalding County 2025 Comprehensive Plan.

Motion/Second by Flowers-Taylor/Johnson to table approval of the Resolution authorizing transmittal to Three Rivers Regional Commission of the 2014 capital Improvements Element (CIE) and Short Term Work Program (STWP) and incorporation of these charges into the Spalding county 2025 Comprehensive Plan until the September 15 Extraordinary Session of the Board of Commissioners. Motion carried unanimously by all.

6. Consider approval of street name change from "Evergreen Drive" to "Cobblestone Drive" in Sun City Peachtree Pod 37B.

Mr. Wilson advised that the original plans for Pod 37B showed Evergreen Drive and that was going to cause a problem for both the developers and E-911 so they have renamed the street Cobblestone Drive. This is a new pod and there have been no houses constructed to date. The board has already accepted the right-of-way for this pod with the Evergreen Drive street name, so at this time the board's approval is requested for the name change.

Motion/Second by Flowers-Taylor/Ray to approve the street name change from "Evergreen Drive" to Cobblestone Drive" in Sun City Peachtree, Pod 37B. Motion carried unanimously by all.

7. Consider approval on first reading Ordinance 2014-04 amending the Licensing and Regulation Ordinance Part VI, Article A, Section 6-1012, relating to renewal of alcohol licenses in Spalding County.

Jim Fortune, County Attorney stated that the amendment does two things. There is conflicting language contained in the ordinance regarding the due date for when the application for renewal of alcohol license are due. Additionally, the language that would allow a renewal application to be streamlined, should there be no complaints or offenses on record for the applicant and gives the County Manager authority to grant the renewal, was omitted due to an oversight at the time the ordinance was rewritten and accepted on by the board. Mr. Fortune further stated that the amendment would correct the language.

Mr. Wilson stated that the language in this amendment mirrors the old ordinance.

Motion/Second by Ray/Johnson to approve on first reading Ordinance 2014-4 amending the Licensing and Regulation Ordinance Part VI, Article A, Section 6-1012, relating to renewal of alcohol licenses in Spalding County. Motion carried unanimously by all.

8. Consider authorizing Chairman to execute the ACCG-Group Self-Insurance Workers' Compensation Fund Safety Discount Verification form.

Mr. Wilson advised that Spalding County is a member of ACCG's Worker's Compensation program and every year we designate Bill Gay as our safety representative to attend the appropriate training and meetings required by ACCG. This discount saves the county approximately 7.5% by having a representative and the accident review committee. Mr. Wilson stated that savings on the current premium is \$24,400.00.

Motion/Second by Ray/Johnson to authorize the Chairman to execute the ACCG Group Self-Insurance Workers' Compensation Fund Safety Discount Verification form and appointing Bill Gay as the Safety Officer. Motion carried unanimously by all.

9. Consider approval of Georgia County Internship Program Grant Application for the Spring 2015 Academic Semester.

Mr. Wilson advised that we have just finished up with the internship for the Summer Semester. When the ACCG representative came to meet with Ms. Garrison and the intern to exit the program, we were advised that there were funds remaining for a Spring 2015 Academic Semester. Ms. Garrison has asked that she be allowed to apply for that Internship Grant to obtain an intern to work on a current inventory for the county. Mr. Wilson stated that there has not been a physical inventory of fixed assets in a number of years and we would like to get our inventory up-to-date and establish a list of assets that match what is actually owned by the county and can be used for insurance purposes. The internship is for 200 hours and pays \$10.00 an hour.

Motion/Second by Ray/Miller to approve submitting an application to the Georgia County Internship Program Grant for the Spring 2015 Academic Semester. Motion carried unanimously by all.

10. Consider approval of Intergovernmental Agreement with the City of Griffin to provide for the funding of a joint Comprehensive Transportation Plan update.

Mr. Wilson stated that the ARC has allotted us an allocation of \$312,500.00 for a Comprehensive Transportation Plan update. This will encompass Spalding County, the cities of Griffin, Sunny Side and Orchard Hill. There is a 20% local match of \$62,500.00 and we have tentatively agree to share that 50/50. Anthony Dukes, the Transportation Planner will be the City/County Project Manager will be heading that initiative. Mr. Wilson advised that \$31,250.00 was appropriated in this year's 2008 SPLOST budget and approval is recommended.

Motion/Second by Ray/Johnson to approve the Intergovernmental Agreement with the City of Griffin to

provide for the funding of a joint Comprehensive Transportation Plan update. Motion carried unanimously by all.

STATE OF GEORGIA,
COUNTY OF
SPALDING

INTERGOVERNMENTAL TRANSPORTATION FUNDING AGREEMENT BETWEEN
THE COUNTY OF SPALDING

AND

THE CITY OF GRIFFIN

FOR

THE GRIFFIN-SPALDING COMPREHENSIVE TRANSPORTATION PLAN UPDATE

THIS AGREEMENT, made this ____ day of August, 2014, by and between the COUNTY OF SPALDING, a political subdivision of the State of Georgia (hereafter the "County") and the, CITY OF GRIFFIN, a municipal corporation situated within Spalding County, Georgia (hereafter the "City") provides as follows:

1.

The parties to this Agreement have discussed and agreed it to be within their mutual best interest to jointly provide the necessary matching funds to conduct a federally funded joint City of Griffin/Spalding County Comprehensive Transportation Plan Update. The intent of the study is to update existing city and county comprehensive transportation plans. The resulting document will recommend a preferred multimodal transportation improvement alternatives for the Griffin-Spalding community. The plan will identify and priorities specific improvement projects and funding sources as detailed in the scope of work.

This project is more fully depicted in the following attachments:

- Exhibit A: Detailed project scope and budget (with funding breakdown)
- Exhibit B: Schedule of Events and CTP Project Schedule

2.

Spalding County has been awarded funding from the Atlanta Regional Commission Comprehensive Transportation Plan Program for the purpose of selecting a consultant to prepare a joint Comprehensive Transportation Plan (CTP) Update for the City of Griffin and Spalding County. The Atlanta Regional Commission (ARC) encourages counties and their municipalities to develop joint long-range transportation plans. CTP recommendations will address connections between local and regional land use and transportation and form the basis for future local government funding submittals for the Transportation Improvement Program (TIP). To meet the federal twenty percent (20%) funding match requirement, Spalding County in collaboration with the City of Griffin have agreed to equally share the cost of providing the required 20% match of \$62,500. Both entities have agreed to contribute \$31,250 each toward the required match.

3.

The County shall serve as the Lead Agency for the Project and will be responsible for issuing the Request for Qualifications Proposals for planning and design services, any required advertisement, consultant selection, contract execution and project administration. The County and the City agree to and shall perform all terms and conditions for which they may be jointly obligated under any contract(s) between consultant(s) and the County and the City, including their respective share of the funding obligations set forth therein.

4

The County and City, through the County Manager and City Manager or their designees, shall have equal input and representation in the review, selection, and approval of design consultants and study deliverables. Each party shall have equal representation on any committee(s) resulting from the study. Both parties agree that the Griffin-Spalding Area Transportation Committee shall be relied upon to provide guidance and direction to the project manager and consultant team for the duration of the study.

5

The County shall establish and maintain for the duration of this project a separate budget line item to account for contributions from each party to cover the required local match and provide a periodic accounting to all parties of funds expended therefrom. The parties agree to submit agreed upon funds, as requested by the City, within 30 days following a written request, up to the total amount committed.

6

The parties agree to cooperate in good faith each with the other in the planning and performance of any Request for Proposal and any resulting consultant contract, including timely provision of any required consents or approvals, which shall not be unreasonably withheld.

7

The term of this agreement shall run from the Effective Date until the Griffin-Spalding Comprehensive Transportation Plan Update is complete but no longer than June 30, 2016.

8

This writing supersedes all previous negotiations and understandings between the parties, if any, and shall constitute the full and binding agreement of the parties as to the subject matter hereof. No amendment or modification of this Agreement shall be effective unless in writing and executed by all parties.

IN WITNESS WHEREOF, the City and County have caused this Agreement to be executed as of the day and year first above written.

SPALDING COUNTY, GEORGIA

CITY OF GRIFFIN

BY: _____
Samuel C. Gardner, Chairman

BY: _____
Ryan McLemore, Chairperson

WITNESS: _____
William P. Wilson, Jr., County Clerk

ATTEST: _____
Kenny L. Smith, Secretary

Approved as to form:

Approved as to form:

By: _____
James R. Fortune, Jr., County Attorney

By: _____
Andrew J. Whalen, III, City Attorney

EXHIBIT A

City of Griffin-Spalding County Joint Comprehensive Transportation Plan Update

SCOPE OF WORK

I. General: Spalding County and the City of Griffin, in cooperation with the Atlanta Regional Commission (ARC), Three Rivers Regional Commission (TRRC), Georgia Department of Transportation (GDOT), and other stakeholders, seeks to implement a planning study effort that will result in a joint long-range Comprehensive Transportation Plan (CTP). Spalding County and the City of Griffin seek to increase the use of alternatives to driving alone by developing a comprehensive transportation planning program that identifies specific transportation projects and other programs to improve mobility, system connectivity, expand mixed-uses, support further development and increase alternative modes of travel and in the study area.

II. Area covered: The area of study for the plan development is defined as, but not limited to, the Spalding County jurisdictional boundary, including the municipalities of Griffin, Orchard Hill and Sunny Side, and an area three to five miles outside of the boundary into adjacent counties to promote coordinated regional transportation planning efforts.

III. Goal: A key outcome of the CTP Update is to reconfirm the vision and priorities of the local community. Coordination with the regional planning process and consideration of the Department of Community Affairs (DCA) minimum standards for comprehensive plans will help ensure that the plan is based on both regional goals and sound technical analysis. The plan will clearly define transportation goals and project priorities that support the City and County comprehensive land use plans and must address all Federally-mandated Planning factors as stated by MAP-21. Projects identified through a collaborative partnership between Spalding County and the City of Griffin will aid the City of Griffin, Spalding County, ARC and GDOT in the programming and implementation of future transportation investments.

IV. Background: Spalding County and the City of Griffin are located in the northern portion of central Georgia, approximately 40 miles south of Atlanta and 55 miles north of Macon. The locale is approximately 20 miles south of Atlanta's Hartsfield International Airport, and only 2 miles south of the Atlanta Motor Speedway. According to Census 2010, the County has a population of 64,073 and approximately 198 square miles of land area; and the City of Griffin has a population of 23,643 and approximately 14 square miles of land area. Compared to neighboring counties such as Henry, Fayette, Clayton and Coweta; Spalding and the City of Griffin have experienced nominal population growth. However, population forecasts modeled in previous studies project a fifty-two percent (52%) increase over a thirty (30) year period, between 2000 and 2030. Population increases of 52% or more will have profound and far-reaching impacts on Spalding County's and the City of Griffin's transportation system.

Bordered by three of Georgia's fastest growing counties (Henry, Fayette and Coweta), the area is home to two institutions of higher learning: Southern Crescent Technical College and the University of Georgia (UGA) Griffin Campus. In recent years, both Southern Crescent and UGA have heightened their importance locally and regionally. Southern Crescent has expanded its campus and constructed several new facilities to serve its rapidly growing student body and faculty. The University of Georgia is planning to expand its academic offering at the Griffin Campus and to facilitate the effort, UGA partnered with Spalding County and the City of Griffin to construct a new student learning facility on campus utilizing local SPLOST funds. UGA expects to expand the range of undergraduate and graduate programs offered at this south Atlanta Metro Area campus in the near future. The two expanding institutions account for a substantial increase in school and work related trips locally and also impact regional travel patterns.

Spalding County, the City of Griffin and the Griffin-Spalding Airport Authority recently decided to proceed with plans to build a new general aviation airport to replace an existing facility hampered by physical and financial constraints. The firm(s) or organization(s) selected to develop the Joint City of Griffin-Spalding County Comprehensive Transportation Plan (CTP) Update must give consideration to existing and future transportation networks necessary to support the development and redevelopment of both the current and future airport locations. Each location presents an opportunity to implement Complete Streets policies adopted and supported at the local, regional, state and federal levels.

V. Work Tasks: This scope of work contains detailed work task specific to the needs of the City of Griffin and Spalding County and meets the minimum requirement that Spalding County must fulfill per the Subgrant agreement with ARC.

Comprehensive progress reports detailing progress on each task will be submitted to Spalding County with each invoice. The project sponsor will present deliverables to Spalding County and the City of Griffin for comment. The county will subsequently present deliverables to ARC for comment, involve ARC in relevant stakeholder and technical committee meetings, and notify ARC of key public outreach activities.

Task 1: Project Management Plan, Evaluation and Confirmation of Vision, Goals, Objectives, and Stakeholder and Public Involvement Plan

The goal of this task is to prepare a detailed Project Management Plan, examine and reconfirm the CTP's vision, goals, objectives previously identified with an associated Stakeholder/Public Involvement Plan, before commencement of major project work activities.

A Project Management Plan shall be developed indicating dates for work task milestones and key decision-making points. The CTP's vision, goals, objectives, and investment strategies will be reevaluated at the onset of the planning process to confirm their appropriateness within the present context. Stakeholder and public involvement will be defined in an associated Stakeholder and Public Involvement Plan that details interactions with entities such as federal, state and local governments, transit agencies, development community representatives, and the public. Sponsors must hold a minimum of one public meeting following the release of draft Needs Assessment Report and one public meeting following the release of the draft Recommendations Document. Additional public involvement is encouraged and may include public workshops, additional public hearings, citizen surveys, stakeholder committees, web sites, or other methods of soliciting community input. Representatives of regional planning commissions and state transportation agencies will be invited to participate at public meetings and other outreach efforts as appropriate. Stakeholder advisory and resource roles will be identified at the beginning of the planning process. The Stakeholder and Public Involvement Plan will be guided by ARC's Transportation Public Participation Plan.

- A. Project Management Plan
- B. Stakeholder and Public Involvement Plan: Sponsor will develop at minimum an outline of their public outreach process and a list of involved stakeholders on their technical committee, and will forward that to ARC before outreach is initiated.
- C. Community Engagement Network: The Community Engagement Network ensures that public outreach activities do not conflict, and coordinate when possible. It will be expected that ARC is given a calendar of all public outreach activities a month prior to the scheduling of meetings for Community Engagement Network review. It will be recommended that the county is also an active member of the Community Engagement Network.
- D. Technical Committee: ARC will be an active member of this committee. GDOT, GRTA, County/Cities, and any Transit Operators should also sit on this committee along with other key stakeholders.
- E. Bike-Ped Advisory Committee: A committee will be created utilizing the members of the GSATC Bicycle and Pedestrian Subcommittee, ARC, GDOT and other interested individuals to guide the Bicycle, Pedestrian and Greenway Plan element.
- F. Public Meetings: ARC will be notified of all public outreach activities. Handouts and publications should be given to the technical committee before those materials go to public. ARC will not be expected to attend all public meetings, but will try to attend one each round of involvement if possible
- G. Summary of Public Outreach Activities.

Deliverable: Project Management Plan (draft and final); Plan Vision, Goals, Objectives and Investment Strategies (draft and final); and a Stakeholder and Public Involvement Plan (draft and final).

Task 2: Inventory of Existing Conditions

With the previously completed CTP serving as a foundation, an update to the CTP's inventory will be conducted of the transportation network and its level of service including existing conditions and recent historical trends; specifically targeting problem areas and corridors. The inventory shall include at a minimum all significant:

- A. Streets, Roads and Highways
- B. Bridge Inventory and Conditions
- C. Freight Corridors and Centers
- D. Bicycle and Pedestrian Facilities
- E. Parking Facilities (near/limited to corridors with large retail, institutional, public)
- F. Public Transportation and Human Services Transportation
- G. Airports
- H. Development Policies as they relate to the transportation system
- I. Projects and Policies recommended by previous plans and LCI studies
- J. Major employment and retail centers
- K. Transportation Demand Management Policies and Programs
- L. County and Municipal transportation funding
- M. Regional Thoroughfare Intelligent Transportation Systems (ITS) and signalization inventory
- N. Georgia Department of Transportation's Computerized Pavement Condition Evaluation System (COPACES) developed for Counties and Cities (COPACES-CC)

All inventoried items, as appropriate, must be mapped digitally and converted to a standard shapefile (.shp) for future use. Adequate data will be collected to allow a thorough assessment that identifies and addresses potential issues and solutions. Data collected may include (and is not limited to) location, facility type (i.e. functional classification), conditions, accident data, average daily travel volumes, origin/destination data, traffic counts including turning movements and TIP/RTP programs and projects.

The inventory of Streets, Roads and Highways will include current and planned ITS elements and signal systems that are along or could be added to the ARC Regional Thoroughfare Network (RTN): Intersection configurations of signalized intersections, Communication between signals, CCTV, Video Detection, CMS locations and conditions. Analysis will compare the baseline conditions and other analyses completed for Task 3 to identify needed intersection signalization and other ITS Enhancements to address both existing and projected deficiencies.

The inventory of freight will include an identification and assessment of existing problems and needs of moving freight in the county and the identification of freight attractors and generator facilities. The Atlanta Regional Freight Mobility Plan and Atlanta Strategic Truck Route Master Plan (ASTRoMaP) shall serve as the foundation for this work, as well as other relevant studies such as the GDOT Statewide Freight and Logistics Plan. Freight related improvement areas will also be identified through discussion with stakeholders. Planning level construction and operational deficiencies with regards to lane widths and turning radii at key intersections along designated truck routes will be included.

The inventory of bicycle and pedestrian facilities will include the countywide identification of any pedestrian facilities and include data from existing Livable Centers Initiative Studies, corridor studies, or other relevant studies. The inventory will include existing facilities that will need to be brought into future compliance with Americans with Disabilities Act (ADA) requirements for transportation facilities. Existing and planned bike lanes, sidepaths, multi-use trails, and signed bicycle routes will also be identified. Attention will be given to providing better bicycle and pedestrian connectivity to schools, activity centers/LCI areas, recreational areas, and specifically the planned Spalding County Rail with Trail facility. Tools for assessing bicycle accommodation on roadways may include (but is not limited to) bicycle suitability rating and the Bicycle Level of Service model. The 2007 Atlanta Region Bicycle Transportation and Pedestrian Walkways Plan shall serve as the foundation for this work, as well as the Three Rivers

Regional Commission Bicycle and Pedestrian Plan and the current City of Griffin, Spalding County Comprehensive Transportation Plans.

The inventory of projects and policies recommended by recent plans is intended to help avoid duplicating or conflicting with ongoing or recently completed planning efforts in the study area. The subgrantee shall coordinate with the Technical Committee to ensure applicable recent plans are included in this inventory.

The inventory of public transportation and services, if applicable, must include existing public transit routes and service areas, number of vehicles, ridership, vehicles miles traveled (VMT), service frequency, existing rights-of-way, major public transit trip generators and attractors and major public transit intermodal terminals and facilities, transit terminals and transfer stations. Access to these facilities for automobiles, bicyclists and pedestrians must also be considered.

In addition to data on transportation facilities and policies, Task 2 will include an assessment of how the County and its municipalities currently fund transportation. This will also incorporate transportation funding trends at the state and federal levels.

ARC has made the following data available to project sponsors for use:

- Project Compilation Database
- Modeling Data
- GIS Shapefiles
- Forecasts
- ARC-Sponsored Studies
-

Deliverable: Inventory of Existing Conditions Report (draft and final).

Task 3: Assessment of Current and Future Needs

Transportation facilities will be assessed to determine if current levels of service and conditions are adequate to meet community needs. Future needs will be determined based on the capacity of existing facilities and services to meet forecast demands, or if improvements are needed to accommodate growth and protect natural and cultural resources. Specific attention will be given to assessing the transportation system needs of both the current and future Griffin-Spalding Airport locations.

The needs assessment will assess forecasts for population and employment growth, and the goals identified in other local comprehensive planning elements including future land use maps will be considered. The analysis will address the need to improve or utilize transportation facilities during the planning period in a way that will preserve the existing system, provide a safe and efficient transportation network, and enhance mobility and accessibility. Steps to eliminate, shorten trips, or increase reliability through Transportation Demand Management (TDM) techniques, land use policy, and access management must also be considered as a preferred alternative to expanding facilities. The needs assessment will also focus on alternatives to improve operations along the RTN and identify needed ITS and signalization strategies. Furthermore, during the needs assessment the consultant will analyze the Georgia Department of Transportation's Computerized Pavement Condition Evaluation System (COPACES) developed for Counties and Cities (COPACES-CC) to identify and determine hardware, software, personnel, training and funding necessary to implement the system.

Building off the inventory of local transportation funding in Task 2, the needs assessment will also determine whether current transportation funding methods are adequate for both current and future needs and identify any current or future funding needs and opportunities.

Particular attention may be given to specific geographic areas, transportation corridors, modes, solutions (i.e. operational improvements vs. additional capacity), issues or other areas, such as crash hot spots, identified by the counties during development of the Plan.

Transportation facilities will be assessed at approximately 5 to 10-year intervals (2018, 2030 and 2040) over a 30-year planning horizon on:

- A. Existing Transportation System Levels of Service and System Needs (Design and Operating Capacities, Level of Service, ADT and/or peak hour vehicle trip, existing modal split)
- B. Existing Public Transit Facilities Needs
- C. Availability and Adequacy of Transportation Facilities and Services to Serve Existing and Future Land Uses
- D. Projected Overall Transportation System Levels of Service and System Needs

The assessment must also determine whether or not mobility needs of people and goods can be accommodated on alternative modes of transportation. The assessment of transit facility needs will also relate to trends in commuter travel, for example, including the forecasted needs of an aging population. Growth trends and travel patterns, including the interaction between land use and transportation, must be reviewed. The assessment shall provide an analysis of needs relative to the County's existing Comprehensive Plan character area map or local future land use map/future development map and the region's Unified Growth Policy Map. The analysis of needs and deficiencies must also include (if applicable) intermodal terminals and connections, high occupancy vehicle lanes, park-and-ride lots, pedestrian connections and other facilities. Finally, the assessment should consider the system's adequacy in the event of a natural disaster (using at least one evacuation scenario to be determined)

The ARC travel demand model/Spalding County sub-regional model and population and employment forecast will be used. Any deviations from the ARC forecast data must be noted. At least one scenario must be based on ARC forecasts. All elements of ARC's travel demand model are designed to support all technical and policy decisions that are required in developing a comprehensive, multimodal transportation plan. While modeling data is an important tool used for understanding future needs, ARC recognizes that it is just one of many used for that purpose. The goals identified in other local comprehensive planning elements including future land use maps will be also be considered.

A report will be prepared detailing the inventory, needs, issues, and opportunities. The report shall be submitted to the Spalding County CTP Project Manager and subsequently to ARC for review and comment before commencing work on Task 4. This report will be presented to the public and stakeholder groups. Stakeholder and public participants shall be provided the opportunity to comment and participate during the preparation of the Needs Assessment Report.

Deliverable: Needs Assessment Report (draft and final).

Task 4: Recommendations

Recommendations will be determined and prioritized based on a project selection methodology that relates to the CTP's identified vision, goals, objectives, and needs. The CTP shall include investment options within which strategies are developed to ensure the justification of projects and the relationship of recommendations to identified needs.

A cost-benefit analysis shall be performed consistent with the regional methodology used in the PLAN 2040 RTP. The starting point of the analysis shall be based on output from the ARC Regional Travel Demand Model/Spalding County sub-regional model. However, Model results of this analysis are intended as one of many inputs into the development of recommendations and prioritization of projects. The results of this analysis will be used as input into the development of recommendations and prioritization of projects.

Recommendations must include at a minimum:

- A financially unconstrained aspirations plan of transportation projects, prioritized by mode.
 - Project details should include a summary of all modes to be addressed on the corridor, termini, cost, and an implementation plan.
 - Project detail or concepts should be depicted in a map book for the jurisdiction.

- An Access management plan policy (update) and implementation strategies.
- Strategies to incorporate Transportation Demand Management
- Strategies to incorporate ITS and signalization improvements to assist in monitoring the RTN corridor performance.
- Land use policy recommendations and development strategies.
 - A list and a map of major problem areas and corridors that will be targeted for new or re-development to support short and long-range transportation strategies must also be included. (Note: These recommendations should be supported by the County's Comprehensive Plan)
- A detailed financial analysis based on the financial inventory and needs assessment will be completed which will include realistic projections of future transportation funding at local, state, and federal levels. This analysis along with project costs and prioritization will be used to create a short term (5 years, 2018), midterm (10-15 years, 2030), and long range (2040) work program for all modes of travel, including roadway, transit, pedestrian, and bicycle
- A five-year street resurfacing program to schedule maintenance activities on city and county streets.
- A GIS database and maps of the streets which are part of the five-year resurfacing program
- A 5-year action plan for land use and transportation recommendations. In addition 20-year land use and transportation policies plan which may include commuting alternates, telecommuting, and other technology based initiatives.
- A specific Griffin-Spalding County computerized, GIS based Pavement Management System consistent with the Georgia Department of Transportation's Computerized Pavement Condition Evaluation System (COPACES) developed for Counties and Cities (COPACES-CC) to help support local pavement maintenance and rehabilitation decisions.
- A process for monitoring program implementation progress.

Inputs into project selection and prioritization will include, but not be limited to the plan's identified goals, needs, and opportunities, a benefit-cost analysis consistent with the PLAN 2040 RTP, Travel Demand Model results, context sensitivity and feasibility. Other key elements include the identification of steps to implement the CTP such as future SPLOSTs, consensus building activities, and policy change recommendations. Project listings and maps will be developed, as appropriate. Recommendations shall be developed in a consultative environment involving the public and key stakeholders. Recommendations shall be presented to the public and ARC for review and comment prior to final documentation.

Deliverable: Recommendations Report (draft and final)

Task 5: Final Documentation

Information collected and developed as part of Tasks 1, 2, 3 and 4 will be compiled into draft and final documents. Key stakeholders at the local, regional and state level will provide advisory comments on the project documents. As a final product, the project sponsor must provide two hard copies of the CTP, an electronic copy of the CTP, and a copy of any adopting resolution to ARC.

Final Deliverables:

- A. Stakeholder and Public Involvement Plan
- B. Executive Summary on Inventory and Needs Assessment
- C. A 5-year constrained project action plan. The action plan will have transportation projects and land use strategies ranked by priority with funding sources included. The sources include local, state and federal funds (must show local matching). The action plan must also include a list of actions that must take place to move a project forward including land use and transportation policy changes, consensus building activities, SPLOSTs, etc. A form to input this data will be provided by ARC. This list must be provided in Microsoft Excel and ESRI Shapefile (.shp) format.
- D. A financially unconstrained project listing by project type, ranked by priority including projects that are underway, short range (2018), and mid-long range (20-year, 2030).

Potential funding sources should also be identified. This list must be provided in Microsoft Excel and ESRI Shapefile (.shp) format.

- E. Final Document and Supporting Documentation including modeling data, Congestion Management Process (CMP) Reports.
- F. GIS shapefiles (must conform to ARC data standards)
- G. Summary of Public Outreach Activities
- H. All documents should be sent directly to the Spalding County CTP Project Manager. Final copies should be forwarded in hard copy and electronic format.

Final plan recommendations shall be presented to the applicable governing body for approval.

Deliverable: Final Comprehensive Transportation Plan Report (draft and final)

SUPPLEMENTAL TASK:

BICYCLE, PEDESTRIAN AND GREENWAY PLAN

Goal: The work tasks outlined in this attachment are to be completed **as part of the City of Griffin-Spalding County Joint Comprehensive Transportation Plan Update**. This plan element will identify a bicycle, pedestrian and greenway network for the City of Griffin and Spalding County. The goal of this work element is to assess existing and proposed City and County projects and policies affecting bicycle and pedestrian circulation and to recommend improvement projects, policies, education, enforcement, and encouragement programs that further enhance pedestrian and bicycle travel in the community. Attention will be given to this plan element during the Inventory of Existing Conditions, Needs Assessment and development of Recommendations.

It is expected that this plan element will become a strong planning tool for the City of Griffin and Spalding County and will facilitate the orderly development of pedestrian and bicycle modes of transportation. The plan is expected to:

- Create a lasting pedestrian and bicycle transportation program;
- Identify convenient on-street and off-street routes for bicyclists and pedestrians;
- Identify connections to other modes of transportation;
- Address the needs of all ability, age and skill levels;
- Promote safe bicycling and walking in the community

The plan will outline measures to prevent existing or future damage to sensitive areas along utility easements and riparian buffers that occurs from the forbidden use of motorized vehicles. The recommended network will take into consideration such objectives as safety and suitability of on-street and off-street facilities, connectivity to key destinations, project feasibility and public support.

SCOPE OF WORK

Information specific to bicycle, pedestrian and greenway development collected as part of Tasks 1, 2, 3 and 4 of the **CTP update** will be compiled into separate plan documents and presented in both draft and final form. Spalding County anticipates that the work required for this plan element includes the following tasks:

Task 1: Inventory of Existing Bicycle, Pedestrian and Greenway Conditions

The consultant will assess existing roadways, waterways, sewer lines, and utility right-of-ways to identify opportunities for multiuse trail and greenway development. In many cases these existing right-of-ways are negotiated through the easement process, additional easements may be negotiated to allow public trail access. During this task, roadway crossing conditions will be assessed and a base map identifying problem areas along collectors, arterials and other high traffic roadways will be created. Review of existing conditions may include sidewalk and curb ramp inventory, assessment of existing pedestrian network connectivity, analysis of pedestrian collisions, and identification of key pedestrian generators and attractors. Important to consider in trail and greenway development is the current use of motorized all-terrain vehicles (ATVs) and 4-wheelers on existing sewer lines and the riparian corridors throughout the county. Access to existing bicycle and pedestrian facilities must be considered and include a review of Americans with Disabilities Act (ADA) requirements.

- Review of existing planning and policy documents which directly or indirectly impact bicycle, pedestrian, and greenway facilities including local, regional and state transportation plans, comprehensive land use plans, transit station area plans, park and recreation plans, multiuse trail plans, city and county policies, and other pertinent documentation.
- Evaluate existing bicycle conditions and identifying gaps in the network.
- Review analyze and map countywide bicycle and pedestrian crash data maintained by the Atlanta Regional Commission.

Deliverable: Inventory of Existing Conditions Report (draft and final)

Task 2: Assessment of Current and Future Bicycle and Pedestrian Needs

The consultant shall assess existing and future bike and pedestrian demand based upon existing data such as population and employment; planned residential, commercial and industrial developments; location of existing or proposed transit stops and transfer locations; and location of pedestrian generators, such as schools, universities, libraries, parks and open spaces, community centers, sporting venues, tourist destinations, hospitals, and other pedestrian activity centers. Each project will be clearly indicated and delineated and have a cost estimate in present-year dollars. Formulate and evaluate a set of short-range, intermediate-range, and long-range projects that have bike amenities, pedestrian amenities, or other intermodal opportunities.

- Assess roadway crossing conditions along corridors with a high pedestrian level of service or that experience high pedestrian crash rates.
- Assess existing city, county and land bank properties for opportunities to facilitate trail development.
- Inventory and map city, county and land bank properties inline, parallel or adjacent to existing or proposed bicycle, pedestrian and greenway facilities.

Deliverable: Assessment of Current and Future Transit Needs (draft and final)

Task 3: Recommendations

Building off of Tasks 1 and 2, the recommendations will include best practices for planning, implementing and maintaining bicycle, pedestrian and greenway facilities in the community. It is important to identify and recommend strategies and a community specific program for growing and marketing bicycle tourism in the City of Griffin and Spalding County. During the development of the program and strategies, various city and county departments, citizens and other stakeholder shall be consulted via a survey or focus group. A host of bicycle safety and education programs specifically geared to the study area should be included within the plan. The consultant team shall also recommended law enforcement facilities, personnel, equipment, and training required to maintain the safety of on and off-road bicycle and pedestrian facilities.

Recommendations must include at a minimum:

- All items summarized in the above paragraph.
- Goals, polices, and objectives to guide planning and implementing bicycle and pedestrian projects in the community.
- Potential bike routes that include links to other modes of transportation, including bus and rail service, pedestrian connections and park and ride lots.
- Recommended pedestrian education and encouragement programs, including Safe Routes to School program guidance.
- Pedestrian design guidelines, including a table of design criteria that considers roadway functional classification
- ADA compliance recommendations for bicycle and pedestrian facilities
- Recommend bicycle and pedestrian improvements to include a detailed description of each project and estimated cost.

- Identify existing and potential public and private funding sources.
- A prioritized implementation plan, including cost estimates, recommended phasing for projects, ongoing maintenance needs, and existing and potential funding sources
- Opportunities to coordinate the plan with other local, regional, state and federal programs that provide incentives for walking and bicycle commuting.
- Three or more low cost, high visibility/high impact projects that can be completed within 6 - 12 months of adoption.

Recommendations shall be developed in a consultative environment involving the public and key stakeholders. Recommendations shall be presented to the public and the stakeholders for review and comment prior to final documentation.

Deliverable: Recommendations Report (draft and final)

Task 4: Final Documentation

The consultant team will utilize community and staff input to develop a draft and final version of the Bicycle, Pedestrian and Greenway Plan Element. The draft and final documents will be distributed to the project manager and subsequently to the project management team, technical committee and steering committee for review and comment prior to being presented to the public. A breakout list of recommended policies and prioritized improvements will be created to facilitate the implementation of short and medium range projects.

Information collected and developed as part of Tasks 1, 2, and 3 will be used to compile a final report. Key stakeholders at the local, regional and state level will provide advisory comments on the project documents. As a final product, hard copies of the transit study and CDs containing electronic copies of the transit study documentation must be provided to the county (final count of each to be determined).

The plan shall include a 5-year constrained project action plan with transit projects and strategies ranked by priority with funding sources included. The fund sources shall include local, state, and federal funds (must show local matching). The action plan must also include a list of actions that must take place to move the recommended projects and strategies forward. The final report must also include a financially unconstrained project listing by project type, ranked by priority including projects that are underway, short range, mid-range and long range (20-year). Potential private and non-profit funding sources should also be identified.

All documents should be sent directly to the County CTP Project Manager. Final copies should be forwarded in hard copy and electronic format. Plan documents must be provided in editable format (i.e. Microsoft, Word, Excel, ESRI Shapefile (.shp), etc. GIS shapefiles must conform to the City of Griffin, Spalding County and ARC data standards. Copies should also be made available in Adobe Acrobat for distribution purposes. In addition to the formats noted, consultants are expected to submit a copy of the documents in any other file formats utilized (i.e. Adobe InDesign, etc.).

Final documentation shall be presented to the applicable governing body (or bodies) for approval.

At a minimum, the documentation will include:

- A comprehensive, standalone Griffin-Spalding Bicycle, Pedestrian and Greenway Plan
- A Capital Improvement Plan from 1-10 years which includes cost estimations, as well as phase options.
- A customized bicycle, pedestrian and greenway facilities brochure to include a suitability rating and color coding for all on street bicycle facilities.
- Plan will also detail staffing, maintenance and patrolling requirements of the off-road network.
- GIS base map and description of existing and proposed land use and settlement patterns which shall include, but not be limited to, locations of residential neighborhoods, schools, shopping centers, public buildings, and major employment centers.
- GIS base map and description of existing and proposed bicycle facilities.
- GIS base map and description of existing and proposed pedestrian facilities.

- A combined map that illustrates all existing and proposed bicycle, pedestrian and greenway facilities, including connections to major trip origins and destinations including schools, businesses, shopping centers, transit stops, parks, greenspace and existing or proposed transit stops and facilities.

Deliverable: Final Bicycle, Pedestrian and Greenway Plan

Budget Estimate

Task 1 – Project Management, Vision, Goals & Objectives and Stakeholder Inv. Plans	\$ 31,250
Task 2 – Inventory of Existing Conditions	\$ 78,125
Task 3 – Assessment of Current and Future Needs	\$ 78,125
Task 4 – Draft Recommendations	\$ 62,500
Task 5 – Final Documentation	<u>\$ 62,500</u>
Total Cost	\$
312,500	

ARC Share (80%)	\$250,000
Local Share (20%)	<u>\$ 62,500</u>
Total	\$312,500

** Note: The estimates listed above are preliminary and actual costs by task may vary so long as the total contract value does not increase. Any change to the budget estimates shown above must be requested in writing and approved by ARC’s Cognizant Department Director.*

EXHIBIT B

SCHEDULE OF EVENTS

The following Schedule of Events represents the best estimate of the schedule that will be followed in the CTP Update process.

Selection Process

Step 1		
a. Spalding County issues public advertisement of RFQP #	8-26-2014	-----
b. Deadline for submission of written questions and requests for clarification	9-9-2014	2:00 PM
c. Deadline for submission of Qualification-Based Proposals	9-25-2014	12:00 Noon
d. Spalding County completes evaluation of Qualification-Based Proposals	10-10-2014	-----
Step 2		
e. Spalding County issues notification and other information to finalist firms	10-17-2014	-----
f. Spalding County conducts interviews with finalist firms beginning on:	10-24-2014	TBA
g. Recommendation of Firm to the Board of Commissioners:	11-17-2014	6:00 PM

CTP Project Schedule

The CTP update should take **12-15 months** to complete. Selected firm will be required to provide a proposed project schedule indicating time necessary to complete the scope of work and deliverables outlined in **Attachments A and B**, including community participation outreach efforts, stakeholder meetings, and milestone briefings to the elected officials.

12 Month Estimate															
Scope of Work	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16
Task 1: Public Involvement															
Task 2: Inventory of Existing Conditions															
Task 3: Assessment of Current and Future Needs															
Task 4: Recommendations															
Task 5: Final Documentation															

XI. REPORT OF COUNTY MANAGER

1. The Cooperative Extension will be hosting an open house on Tuesday, August 19, from 3:00 p.m. until 6:00 p.m. at their new location at 835 Memorial Drive. We encourage everyone to stop by and see the outstanding job that Terry Tardy and his crews have done on their offices.
2. Since we have now approved the SPLOST Intergovernmental Agreement and selected the projects for the 2014 SPLOST a SPLOST Committee needs to be organized. Once that committee is set up, the board can make appointments to that committee. Mr. Wilson stated that he has an information packet from the Board of Elections with instructions on how the committee would file reports in order to raise money to promote the SPLOST. There are a couple of folks on the Park & Recreation Advisory Board who are interested in serving on the committee.
3. There is a meeting with GDOT, Wednesday regarding the new Airport at 10:00 a.m. At that meeting the Airport Authority will present them with the signed Intergovernmental Agreement and find out the next steps to lock down the federal funding. If any of the commissioners wish to attend the meeting, please let Mr. Wilson know as soon as possible.
4. Mr. Wilson advised that he had sent the board information regarding housing statistics for the county. He reviewed the housing start up trends over the past twelve years and advised that new house permits appear to be improving. Mr. Wilson stated that it is anticipated that the county will have close to 200 new house permits by the end of the year. He advised the permits are for new development in Sun City, Heron Bay and other subdivisions which had been in bankruptcy that have been bought and are currently building.
5. Mr. Wilson stated that The Annual Golf Tournament sponsored by the

Fire Department will be September 18th at Morgan Dairy Golf Course. It is the Spalding County Fire Departments' way of raising money for Christmas for Kids.

6. Mr. Wilson advised that there will be a county Blood Drive on September 11th from 9:00 a.m. – 3:00 p.m. at the Welcome Center and he encouraged everyone to donate.
7. Mr. Wilson reminded everyone that Monday, September 1 2014 is the Labor Day Holiday. There will be no meeting that evening and all county offices will be closed.
8. Mr. Wilson stated that we have been notified that Spalding County has received the ACCG Group Benefits Program, Health Promotions & Wellness Grant again this year.
9. Mr. Wilson stated that he went to a meeting today regarding the drive by flu shots which will be held September 30th - October 2nd at the Health Department. The flu shots are free to all Spalding County residents.
10. Mr. Wilson advised that the Georgia Department of Transportation notified us of the Short Term Improvement Program (STIP) public meetings. The one for this area, District 3, will be September 8th in Americus or September 11th in LaGrange. He stated that the Commissioners should have a flyer in their mailbox on regarding these meetings. He stated that Anthony Dukes will be attending the meeting in LaGrange. Mr. Wilson stated he thinks there are two projects on the STIP for Spalding County.
11. Mr. Wilson stated that he had sent the Commissioners information on a letter of support for the college and career academy/GRCCA Grant. They need letters of support from the community and with approval of the board he will get the chairman or vice chairman to sign a letter of support for this grant.

XII. REPORT OF COMMISSIONERS

Commissioner Miller stated that he needs the list of the roads that will be paved and resurfaced on the 2014 SPLOST.

Mr. Wilson advised that he is working on the lists. He stated that we have to determine the roads that will be paved on the 2015 LMIG program first and he hopes that that list is ready to present to the board by September 15th. Once that list has been determined we can put together the list of roads for the 2014 SPLOST.

Commissioner Flowers-Taylor stated that the City of Griffin had hosted an employee, family and friends appreciation day at City Park. She stated that approximately 300 people attended the event. She felt that it was nice that the City simply wanted to say thank you to the people who were working for them. The department heads cooked hot dogs and hamburgers, they had games for the children and other participants. She stated that they had a softball tournament and a tennis tournament for employees. She feels that this was good for the employees and would like to see something done for the county employees. She was surprised at the turn out and in talking with the employees who attended the function they were appreciative that the city would do something like this for them.

Commissioner Flowers-Taylor stated that she again wanted to thank the volunteers that helped with the Summer Food Program, it means a lot to the kids who simply do not have access to other resources. She would like to have programs available to the children in the future to help make a difference in the lives of the children in that area.

Commissioner Flowers-Taylor stated that she would like to see some advertisement for the free flu shots.

Commissioner Flowers-Taylor stated that there are still citizens that are not aware that there public transportation available to them. Many of the citizens think that the buses are for handicapped people who need transportation to the doctor. She stated that Mr. Hiatt did make the telephone numbers larger on the side of the buses, but everyone thinks that these are just a short bus. She is concerned that the word simply is not getting out and transportation needs are still not being addressed.

Commissioner Flowers-Taylor asked what the 2 projects were that we already have on the STIP.

Mr. Wilson stated that he believes they are the West McIntosh Bridge and Jordan Hill Road Bridge.

Commissioner Johnson stated she attended unveiling of the Doc Holliday Marker, she stated that this will be a wonderful added value to Griffin. She also attended the UGA, turf grass field day, she stated that she learned a lot about turf grass. The governor was there and it was a great event and UGA does a great job and we should be proud of the job that they do.

Commissioner Ray stated that the Spalding County Board of Health with have its annual Emergency Drill by administering flu shots in a drive by fashion, that is held behind the Health Center and is scheduled for September 30 until October 2nd or until the flu vaccine is exhausted, last year we ran out. It is for all Spalding County Residents and is a great way to get your flu shots. In addition, the Board of Health is also working with the school system to provide free flu shots to the Griffin-Spalding County students between October 6th and October 20th.

Chairman Gardner wanted to know if we needed to set a time frame for the SPLOST committee.

Commissioner Flowers-Taylor asked that a press release be prepared stating that we are asking for people to volunteer and put an announcement on the website and supply the form for people to sign up. Hopefully we can get a pool of names to choose from to appoint members to the committee.

Chairman Gardner stated that we will need to look at appointing folks to the committee at the September 15 meeting.

Chairman Gardner also thanked the folks from Union Baptist Church for all that they do for the citizens of eastern Spalding County.

Chairman Gardner stated that he had been contacted regarding Sam Solomon, Amelia and Apple Roads. He stated that he had advised the

individuals to call because the dirt roads that we have right-of-ways already granted on will be moved up in the list for consideration and the roads that were ready would be the ones paved. He also asked that Parham Road needs to be checked on as well.

Chairman Gardner asked that the Commissioners and the community show support for all of the activities sponsored by the county employees, like the Golf Tournament sponsored by the Fire Department. We have blood drives and other initiatives that the county employees host and participate in and it is important that we show our support for these initiatives.

XIII. CLOSED SESSION - None

XIV. ADJOURNMENT

Motion/second by Ray/Miller to adjourn the meeting at 7:02 p.m. Motion carried unanimously by all.

/s/ Samuel C. Gardner
Chairman

/s/ William P. Wilson, Jr.
County Clerk