



**Bulloch County
Board of
Commissioners
Regular Meeting**

**03.15.2016
Estimated Time: 45 Minutes
North Main Annex Community Room
Statesboro, Georgia
8:30 AM**

| | | | |
|-------------------|---|------------------|---|
| Meeting Function: | Board of Commissioners | Type of Meeting: | Regular Meeting |
| Meeting Chair: | Chairman, Garret Nevil (Presiding) | Recorder: | Clerk of the Board, Olympia Gaines |
| Parliamentarian: | County Attorney, Jeff Akins | Ex-Officio: | Tom Couch, County Manager; Andy Welch, Assistant County Manager; Kristie King, Chief Accountant; Cindy Steinmann Management Analyst; Faye Bragg, Purchasing Manager; Karen McClain, Bulloch County Accountability/Treatment Court Director; Chief Deputy Jared Akins |

General Business Agenda

| ITEM | RESOURCE PERSON/FACILITATOR | TIME | REFER |
|---|-----------------------------|---------|-------|
| Call to Order; Welcome Media and Visitors | Chairman Nevil | 8:30 AM | |
| Invocation and Pledge of Allegiance | Commissioner Thompson | 8:32 AM | |
| Roll Call | Clerk of the Board | 8:34 AM | |
| Approval of General Agenda | Chairman Nevil | 8:36 AM | |
| Public Comments | Audience | 8:38 AM | |
| Presentation | | | |
| Introduction of New 4-H Coordinator-Ag Extension Office | Bill Tyson | 8:40 AM | |
| Consent Agenda | Chairman | | |
| To approve the minutes of the Regular Meeting and Executive Session held on March 1, 2016 | Clerk of the Board | | Tab A |
| To approve carpet replace for area in the Extension Service and Rural Development offices at the Agri Business Center | Purchasing | | Tab B |
| New Business | | 8:42 AM | |
| Discussion and/or Action: to approve FY2017 Mental Health Court grant application | County Manager | | Tab C |
| Discussion Only: Groundwater Permit-City of Pembroke | County Manager | 8:52 AM | Tab D |
| Commission and Staff Comments | Chairman Nevil, et al. | 9:02 AM | |
| Executive Session (Personnel) | | 9:12 AM | |
| Adjourn | Chairman Nevil | 9: 17AM | |

Additional Information: None

Background information in Board packets.

March 1, 2016
Statesboro, GA

Regular Meeting

The Board of Commissioners met at 5:30 pm in the Community Room of the North Main Annex. Chairman Nevil welcomed guests and called the meeting to order. Commissioner Gibson gave the invocation and Pledge of Allegiance.

Mrs. Olympia Gaines, Clerk of the Board, performed the roll call of the commissioners and staff. The following commissioners were present: Chairman Nevil, Commissioner Simmons, Commissioner Mosley, Commissioner Rushing, Commissioner Thompson, Commissioner Gibson, and Commissioner Ethridge. The following staff were present: County Manager Tom Couch, County Attorney Jeff Akins, Assistant County Manager Andy Welch, Chief Accountant Kristie King, Zoning Administrator Randy Newman, Solid Waste Director Fred White, Management Analyst Cindy Steinmann, Transportation Director Dink Butler, Parks and Recreation Director Mike Rollins, Aquatics Director Steve Brown, Statesboro Airport Director Kathy Boykin, Purchasing Manager Faye Bragg, Building and Facilities Director Bob Hook, Warden Chris Hill, and Deputy Warden Wayne Smith.

Chairman Nevil stated the first item of business was the approval of the Zoning Agenda. Commissioner Gibson offered a motion to approve the Zoning Agenda as presented. Commissioner Simmons seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons and Commissioner Ethridge all voting in favor of the motion.

Chairman Nevil called on Zoning Administrator Randy Newman to present the first item of business. Mr. Newman stated this item had been tabled at the last meeting on February 2, 2016. Mr. Henderson and Mrs. Foreman submitted an application for a conditional use to allow 3 ISO intermodal Steel Containers to be placed on 3.7 acres currently zoned HC of a 17.2 acre parcel, parcel number 074B000019 000. The property is located on Cypress Lake Road. John Dotson acted as agent. There was no one signed up to speak on the request (See Exhibit #2016-16). Mr. Dotson stated Mr. Henderson would like to add three more containers to be placed on the property. He stated Mr. Henderson would like to modify the conditions by placing a chain link fence or metal fence and would like to take out the requirement for a vegetative buffer. Mr.

Dotson stated Mr. Henderson would like to modify the the time for removal of all construction material and debris to thirty (30) days instead of ten (10) days.

After some discussion, Commissioner Simmons offered a motion to deny the conditional use request to allow 3 ISO intermodal Steel Containers to be placed on 3.7 acres currently zoned HC of a 17.2 acre parcel. Commissioner Gibson seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Mr. Newman stated the second item on the agenda was an application submitted by Glenn Rogers for a conditional use to allow a Solar Electronic Power Generation facility to be placed on 30 acres of 2 parcels of land totaling 59.8 acres that is currently zoned AG-5. The property is located on Highway 80 West, parcel number 058/60/000 and 058/61/000. Ryan Sanders acted as agent. Mr. Sanders stated the company has revised the original design that was proposed to the community and the Planning and Zoning Commission. He stated in the new design (See Exhibit #2016-17) the frontage has been moved back 1000 feet from the road and is located behind the Glenn Rogers home. Mr. Sanders stated they have doubled the vegetative buffer. He stated the solar facility would now be around 700 to 800 feet from the street and around 500 feet from the nearest home. Mr. Sanders stated the company has until March 11, 2016 to execute the contract. There were four people signed up to speak on the request (See Exhibit #2016-18). John Cheatham stated he was initially opposed to the conditional use request, but with the redesign, he is now satisfied.

Rick Kudronowicz stated he is still in opposition to the project and is concerned about the effect on property values and potential damages associated with the occurrence of inclement weather such as a tornado or hurricane. Carl Jones and Linda Wilson both echoed similar sentiments concerning the characteristics of the neighborhood and the effect on their property values. Mrs. Wilson also stated that she is concerned with how the facility would affect the functioning of her pacemaker. Mrs. Wilson also referenced the petition signed by all the residents of Johns Lane in opposition to the solar facility project. Mr. Sanders stated the project is contractually bound by the utility company. He stated the buffer will prevent any issues with glare on Highway 80. Mr. Sanders stated that there was no existing research that solar farms have an effect on pacemakers or documented cases where land value will be degraded.

After some discussion, Commissioner Simmons offered a motion to defer consideration of the conditional use request until the meeting scheduled for Tuesday, April 5, 2015 at 5:30 p.m. Commissioner Mosley seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Mr. Newman stated the third item on the agenda was an application submitted by Robert Saxon for a conditional use to allow a Solar Electric Power Generation facility to be placed on 20 acres of a 109.25 acre tract that is currently zoned AG-5. The property is located on Highway 80, parcel number 185 00043 001. There was no one signed up to speak on the request (See Exhibit #2016-19). Ryan Sanders acted as agent. Mr. Sanders stated the company is in support of the conditions as presented. Without further discussion, Commissioner Thompson offered a motion to approve the conditional use request to allow a Solar Electric Power Generation facility to be placed on 20 acres of a 109.25 acre tract that is currently zoned AG-5 with conditions (See Exhibit #2016-20). Commissioner Rushing seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Chairman Nevil asked for changes or modifications to the General Agenda. Hearing none, he asked for a motion to approve the General Agenda as presented. Commissioner Gibson offered a motion to approve the General Agenda as presented. Commissioner Simmons seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Chairman Nevil stated next item on the agenda was a Presentation from CASA Ogeechee Judicial Circuit. Mrs. Lainie Jenkins, Executive Director for the program, provided a brief overview of the program. Mrs. Jenkins stated the CASA program has been certified as a Victim Assistance Program and is eligible for the 5% funding from the Local Victim Assistance Add-On Fines for Bulloch County. Mrs. Jenkins is requesting that the County distribute 10% of this funding to the CASA program. Mr. Couch stated the program would fall under the eligibility for the 5% add-on fines; however, he is recommending consultation with the Clerk of Court, the District Attorney, and Safe Haven who also receives some of this funding. He recommended that each agency submit competitive applications. After some discussion, Commissioner Simmons

offered a motion to table discussion until consultation with other agencies can be arranged. Commissioner Ethridge seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Chairman Nevil stated the next item on the agenda was a Presentation from Youth Build by Marilyn Creech-Harris. Mrs. Creech-Harris provided an overview for the Youth Build Statesboro Project which is comprised of educational services, comprehensive training, workshops, and technical assistance on all aspects of youth development with focuses in the areas of communication, interpersonal, decision-making and lifelong learning. Chairman Nevil stated the Bulloch County School system offers a similar program through their Career and College programs and recommended collaborating with the school system. He thanked Mrs. Jenkins and Mrs. Creech for their presentations.

Chairman Nevil called for public comments from the audience at large or in writing. Sunshine Bird and Marilyn Deloach Lewis were listed for public comments, but have rescheduled. Larry Cone expressed his concerns with the progress of getting Hood Road paved. He stated that he had spoken with the County Engineer, Kirk Tatum, concerning the road and wanted to find out the next steps in the process. Mr. Couch and Mr. Akins stated they will consult with the County Engineer and then provide an update to Mr. Cone.

Chairman Nevil stated the next item on the agenda was to approve the Consent Agenda as follows: (1) approve the minutes of the Regular Meeting and Executive Session held on February 16, 2016; (2) to approve an Intergovernmental Agreement with the Board of Education regarding construction of Batting Cages and Dressing Rooms at Mill Creek Park (See Exhibit #2016-21); (3) to approve the sandblasting of approximately 29,000 square feet of pool surface at Splash in the Boro by A1A Sandblasting Company in the amount of \$11,400 (See Exhibit #2016-22). Without further discussion, Commissioner Thompson offered a motion to approve the Consent Agenda as presented. Commissioner Simmons seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Chairman Nevil stated the first item under New Business was for Discussion and/or Action to approve carpet replacement for the Agri Business Center for areas in the Extension

Services and Rural Development offices. Chairman Nevil called on Mr. Couch to initiate discussion on this item. Mr. Couch stated this item was originally scheduled for the February 16, 2016 meeting; however, due to this being an unexpected expense, consultation with the Finance Department was needed to determine the appropriate funding source. He stated this item will be charged to the General Fund budget under Other Financing Uses-Capital. This account was contemplated to supplement the FY2017, SPLOST 2013 Community Facilities Budget. This budget had \$100,000; \$65,000 has been committed to supplement the Courthouse waterproofing project. Without further discussion, Commissioner Thompson offered a motion to approve carpet replacement for the Agri Business Center with the low bid from Baxley Carpet Company in the amount of \$13,335.44 (See Exhibit #2016-23). Commissioner Gibson seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, Commissioner Simmons, and Commissioner Ethridge all voting in favor of the motion.

Chairman Nevil called for general comments or statements from the commissioners and staff. The commissioners thanked everyone for attending the meeting and thanked the employees for their hard work. Commissioner Rushing thanked Mr. Butler and the Transportation Department for continued progress in improving the county roads. Commissioner Thompson thanked the Planning and Zoning Commission members for their attendance at the meeting. Mr. Couch reminded the Board that their input is needed for the building plaque. Mr. Butler updated Commissioner Gibson on the progress with the reflectors on Country Club Road which should be completed by next week. He also stated that the department is waiting on parts to come in to fix the signs in the Hazelwood Subdivision. Mr. White informed everyone that the recycling centers may be full due to renovations that the City of Statesboro is undertaking at the transfer station.

Hearing no further comments from the Board or staff, Chairman Nevil stated there was no further business expected for the open session of the regular agenda and the Board must close the meeting and enter into Executive Session to discuss Personnel Matters and Potential Litigation. Chairman Nevil called for a motion to adjourn into Executive Session in accordance with the provisions of O.C.G.A. § 50-14-3 (b) (2), O.C.G.A. § 50-14-2(1), and other applicable laws, pursuant to the advice of County Attorney Jeff Akins, for the purpose of discussing and deliberating on Personnel and Potential Litigation Matters. Without further discussion, Commissioner Thompson offered a motion to adjourn and enter into Executive Session to

discuss and deliberate on Personnel Matters (See Exhibit #2016-24). Commissioner Rushing seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Rushing, Commissioner Ethridge, Commissioner Simmons, Commissioner Mosley and Commissioner Thompson voting in favor of the motion.

The meeting was reconvened, and Chairman Nevil asked if there were any further comments from the commissioners or staff. Hearing no further comments from the Commissioners or staff, Chairman Nevil asked for a motion to adjourn. Commissioner Thompson offered a motion to adjourn the meeting. Commissioner Gibson seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Rushing, Commissioner Ethridge, Commissioner Thompson, Commissioner Simmons, and Commissioner Mosley all voting in favor of the motion.

J. Garrett Nevil, Chairman

Attest: _____
Olympia Gaines, Clerk

**BULLOCH COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM SUMMARY**

DEPARTMENT MAKING REQUEST (Box 1)

Purchasing

MEETING DATE March 15, 2016

RESOLUTION ATTACHED? (Box 3)

| | |
|-----|--|
| YES | |
| NO | |

REQUESTED MOTION OR ITEM TITLE (Box 4)

To approve carpet replacement for area in the Extension Service and Rural Development offices at the Agri Business Center.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY, IF NEEDED (Box 5)

The bid tabulation attached to the agenda item for the Commissioners meeting held on March 1, 2016, had the vendor names reversed so that Baxley Carpets appeared to be low bid when Country Store Flooring was the actual low bid. The award was made for the correct amount, just the incorrect vendor. This request is to correct this oversight and award Country Store Flooring the carpet bid for the Agri Business Center in the lump sum amount of \$13,335.44.

AGENDA CATEGORY
(CHECK ONE) (Box 6)

FINANCIAL IMPACT STATEMENT (Box 7)

PRESENTATION (6a)

BUDGETED ITEM? (7a)

| | |
|-----|--|
| YES | |
| NO | |

AMENDMENT
REQUIRED? (7b)

| | |
|-----|--|
| YES | |
| NO | |

PUBLIC HEARING (6b)

ATTACH DETAILED ANALYSIS, IF NEEDED (7c)

CONSENT (6c)

X

Attached Revised Bid Tabulation

NEW BUSINESS (6d)

OLD BUSINESS (6e)

OTHER (6f)

APPROVED FOR AGENDA (Box 8)

DEPARTMENT
DIRECTOR

PURCHASING
OFFICER

OTHER

COUNTY
CLERK

COUNTY STAFF
ATTORNEY

COUNTY
MANAGER

YES

YES

YES

YES

YES

YES

NO

NO

NO

NO

NO

NO

INITIAL

AS

INITIAL

AMB

INITIAL

INITIAL

INITIAL

INITIAL

DATE

3/3/16

DATE

03/05/2016

DATE

DATE

DATE

DATE

COMMISSION ACTION AND REFERRAL (Box 9)

APPROVED

DATE TO BE RETURNED TO AGENDA

DENIED

DEFERRED

OTHER

NOTES

MEMORANDUM

Date: February 1, 2016

To: Tom Couch

From: Faye Bragg

Subject: Bid Opening ABC Carpeting Project

Sealed bids were opened in the Library/Conference Room 102 at 115 North Main Street on Thursday, January 28, 2016, at 3:00 pm for carpeting the Extension Service Area and the Rural Development Area of the Agri Business Center.

Two (2) bids were e-mailed on January 13, 2016, as well as being posted on the County's website and run in the *Statesboro Herald*.

A mandatory pre-bid meeting was held on January 20, 2016, at 10:00 AM at the Agri Business Center, two vendors attended.

Two (2) bids were received:

| Vendor | Ext. Svc. Area | Rural Dev. Area | Total Project Cost | Vendor Declaration & Non-Collusion Affidavit | Certificate of Liability Ins. | Contractor Affidavit |
|------------------------|-----------------------|------------------------|---------------------------|---|--------------------------------------|-----------------------------|
| Country Store Flooring | \$9,990.14 | \$3,345.30 | \$13,335.44 | Yes | Yes | Yes |
| Baxley Carpet | \$14,630.00 | \$4,495.00 | \$19,125.00 | Yes | No | No |

Bid opening attendees: Bob Hook and Faye Bragg.

Revised: March 2, 2016



BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

| | | | | | | | |
|---|---|-----------------------------|-----|--|--|----|---|
| DEPARTMENT MAKING REQUEST: County Manager | MEETING DATE: 03.15.2016 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">RESOLUTION ATTACHED?</td> <td style="width: 10%; text-align: center;">YES</td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">NO</td> <td style="text-align: center;">X</td> </tr> </table> | RESOLUTION ATTACHED? | YES | | | NO | X |
| RESOLUTION ATTACHED? | YES | | | | | | |
| | NO | X | | | | | |

REQUESTED MOTION OR ITEM TITLE:

Discussion/Action: FY 2017 Mental Health Court Grant Application

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:
 The Mental Health Court is filing its annual grant application to the Criminal Justice Coordinating Council. Because of the required grant amount, and the proposed increase in the budget, County Financial Policies require Board approval for the application. However, the application is also a pro forma for next year's budget request for County funds. Therefore, acceptance of the award is not binding until an award agreement is approved.

| AGENDA CATEGORY | FINANCIAL IMPACT STATEMENT | | | | | |
|---------------------|----------------------------|-----|---|--|-----|---|
| (CHECK ONE) | BUDGETED ITEM? | YES | | AMENDMENT OR TRANSFER REQUIRED? | YES | |
| | | NO | X | | NO | X |
| PRESENTATION | | | | ATTACH DETAILED ANALYSIS, IF NEEDED: Detailed analysis attached. Possible impact on County finances if a cash match is required which would increase in FY 2017 since the MHC is filing for an additional position. | | |
| PUBLIC HEARING | | | | | | |
| CONSENT | | | | | | |
| NEW BUSINESS | X | | | | | |
| UNFINISHED BUSINESS | | | | | | |
| OTHER | | | | | | |

| AGENDA ITEM REVIEW AND APPROVAL | | | | | | | | | | | |
|---------------------------------|--|--------------------|--|---------|--|--------------|---------|-----------------------|--|----------------|---------|
| DEPARTMENT DIRECTOR | | PURCHASING OFFICER | | OTHER | | COUNTY CLERK | | COUNTY STAFF ATTORNEY | | COUNTY MANAGER | |
| YES | | YES | | YES | | YES | ✓ | YES | | YES | ✓ |
| NO | | NO | | NO | | NO | | NO | | NO | |
| INITIAL | | INITIAL | | INITIAL | | INITIAL | MB | INITIAL | | INITIAL | ✓ |
| DATE | | DATE | | DATE | | DATE | 3-11-16 | DATE | | DATE | 3-11-16 |

| COMMISSION ACTION AND REFERRAL | |
|--------------------------------|--------------------------------|
| APPROVED | DATE TO BE RETURNED TO AGENDA: |
| DENIED | NOTES: |
| DEFERRED | |



**BULLOCH COUNTY
ACCOUNTABILITY/TREATMENT COURT
SUPERIOR COURT OGEECHEE JUDICIAL CIRCUIT**

William E. Woodrum, Jr.
Chief Judge

Karen McClain
Coordinator

March 7, 2016

Mr. Thomas Couch
Bulloch County Board of Commissioners
Post Office Box 347
Statesboro, Georgia 30459

Re: Bulloch County Accountability/Treatment Court
An Adult Mental Health Court
FY2017 Grant Application

Dear Chairman Nevil, Mr. Couch, and Commissioners:

Attached is the Program's FY17 Grant Application in the amount of \$195,772. As previously discussed, the State continues to require a 10% cash match from local sources. In previous years, Judge Woodrum has requested a Waiver of the 10% cash match, and the waiver requests have been approved. It is the Program's intention to request a waiver of the 10% cash match for FY2017 due to the in-kind services provided by the county. The Program has also been able to receive contributions/grants from other sources in the amount of \$5,500, which has been outlined in the grant application.

The Program continues to grow, and we now have 19 participants with an additional four prospects in the review stage. We are requesting permission from the state funding committee to add a case manager as an employee of the Program. If approved, this individual will be an employee of the county, as is the coordinator, eligible for full benefits, and funded by the grant.

Scenario #1

If the funding committee does not approve the waiver request, the Program will need the following amount (estimated) from the county in order to fulfill the Program's obligations:

| | |
|-----------------|----------|
| 10% cash match | \$19,577 |
| Office Supplies | \$ 500 |
| Total | \$20,077 |

39 North Walnut Street | Statesboro, Georgia 30458
Phone 912.764.0181 | Fax 912.764.0152 | Cell 912.515.5684

Scenario #2

If the funding committee denies the waiver request and the hiring of a case manager (estimated salary w/benefits \$23,189 for a part-time case manager), the Program will need the following amount (estimated) from the county:

| | | |
|-----------------|---------------|---|
| Case Manager | \$23,189 | (part-time case manager - which will count toward the |
| Office Supplies | <u>\$ 500</u> | 10% cash match) |
| Total | \$23,689 | |

If the funding committee does not approve the case manager's position, it is our intention to make that request again during the second quarter of the FY2017 grant period by submitting a Supplemental Grant Application.

Thank you in advance for your consideration.

Sincerely,

BULLOCH COUNTY ACCOUNTABILITY/TREATMENT COURT



Karen McClain, Coordinator

cc: Judge William E. Woodrum, Jr.
Whitney Richland, CFO
Richard Denney, District Court Administrator



**BULLOCH COUNTY
ACCOUNTABILITY/TREATMENT COURT
SUPERIOR COURT OGEECHEE JUDICIAL CIRCUIT**

February 24, 2016

William E. Woodrum, Jr.
Chief Judge

Karen McClain
Coordinator

Criminal Justice Coordinating Council
Accountability Court Funding Committee
104 Marietta Street, NW
Suite 440
Atlanta, GA 30303

Re: Match Waiver Request for Bulloch County Accountability/Treatment Court

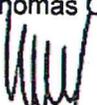
Accountability Court Funding Committee:

Please accept this letter on behalf of the Bulloch County Accountability/Treatment Court (Program) requesting a waiver of the 10% cash match for FY'17 grant funds. We seek a waiver for the following reasons:

- 1) The Program accepted its first participants in September 2013 and has thus far operated less than three years. Through continued operations, and as statistics are gathered and analyzed showing the success of the Program, additional monetary avenues will be aggressively pursued.
- 2) Although Bulloch County (County) both supports and is committed to the Program, as detailed below, at this time the County is unable to provide additional cash resources to the Program due to fiscal hardship.
- 3) The County provides a significant amount of in-kind support in order to ensure and support the success of the Program (approximately \$12,000+ annually). This in-kind support includes an independent building, building and grounds maintenance, insurance, telephone and cell service, internet service, water and sewer expenses, and administrative assistance.
- 4) The Program will continue to seek other funding sources including the County, City, and local businesses. To this end, we have implemented a PR campaign to continually update the community as to the Program and successes of certain participants in order to garner support for the Program. This support has already come in a variety of small donations.

It is our hope the Accountability Court Funding Committee will approve the Program's match waiver request. Please feel free to contact either Mr. Thomas Couch or myself if we can provide any additional assistance and/or clarification.


Thomas M. Couch
County Manager of Bulloch County


William E. Woodrum, Jr.
Chief Judge, Ogeechee Judicial Circuit

39 North Walnut Street | Statesboro, Georgia 30458
Phone 912.764.0181 | Fax 912.764.0152 | Cell 912.515.5684

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE BULLOCH COUNTY SUPERIOR COURT, THE DISTRICT
ATTORNEY'S OFFICE OF THE OGEECHEE JUDICIAL CIRCUIT, THE
PUBLIC DEFENDER'S OFFICE OF THE OGEECHEE JUDICIAL CIRCUIT,
THE BULLOCH COUNTY SHERIFF'S DEPARTMENT, THE PROBATION
OFFICE OF THE OGEECHEE JUDICIAL CIRCUIT, AND PINELAND BHDD
SERVICES**

PURPOSE

This Memorandum of Understanding (MOU) is to establish a working relationship between the agencies named above to assist in the planning, development and operation of the Bulloch County Mental Health Court (MHC).

The MHC will address individuals with mental illness who are repeatedly involved in the criminal justice system through an innovative cross-system collaboration, which will be targeted and responsive to the needs of eligible offenders, while preserving the integrity of the Court. The MHC will not excuse offenders of their criminal responsibility, but will rather ensure participants address the underlying issues that lead to repeated involvement in the criminal justice system by compelling participants to address his/her mental illness while simultaneously serving a sentence. By way of coupling intensive treatment with enhanced supervision as an alternative to incarceration, where appropriate, the MHC will provide participants with the tools necessary to function at their highest possible level, which ultimately reduce the number of law enforcement contacts and result in increased safety.

Although the Superior Court will provide ongoing project oversight, our partners will create policies and procedures that will facilitate a continuity of care through referrals and linkages to appropriate community-based services, including but not limited to enhanced probation, intensive case management, mental health care, substance use treatment, behavioral health modification, housing, assistance with the application for benefits, and other services deemed necessary.

As the above-mentioned agencies have been identified as essential to this partnership, and through this MOU, we request the respective agencies agree to become a member of the Planning Committee and to designate someone from your agency to attend regular planning meetings. Please consider a designee who maintains certain decision making abilities and who is knowledgeable of company policies and procedures.

TERMS OF THE MEMORANDUM OF UNDERSTANDING

This MOU shall be effective for twelve (12) months from the date of the last signature. One month prior to termination, the parties shall meet to review the progress and success of the MOU and determine whether it shall be extended for an additional period of time. All parties understand that at any time this MOU may be terminated with written notification from any party to the other, thirty days (30) prior to termination. This MOU may be renewed annually upon the signatures of all interested parties.

MODIFICATION OF AGREEMENT

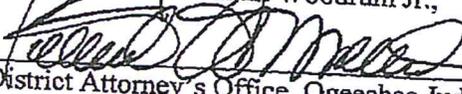
No modification or alteration of this agreement will be valid unless the modification is in writing, submitted to, and approved by all parties, and attached to this agreement.

On behalf of our respective organizations, the undersigned are authorized to enter into this agreement and agree to the terms set forth above.



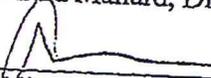
Bulloch County Superior Court
The Honorable William Woodrum Jr.,

9/19/12
Date



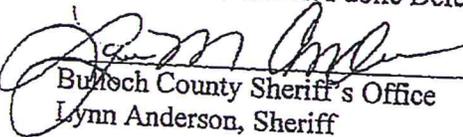
District Attorney's Office, Ogeechee Judicial Circuit
Richard Mallard, District Attorney

9/19/12
Date



Public Defender's Office, Ogeechee Judicial Circuit
Robert Persse, Circuit Public Defender

9/19/12
Date



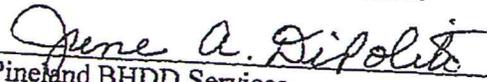
Bulloch County Sheriff's Office
Lynn Anderson, Sheriff

9-19-2012
Date



Probation Office, Ogeechee Judicial Circuit
Tom Cribbs, Chief Probation Officer

9-19-12
Date



Pineland BHDD Services
June DiPolito, Executive Director

9-20-12
Date

STATE OF GEORGIA)
)
COUNTY OF BULLOCH)

**BULLOCH COUNTY ACCOUNTABILITY/TREATMENT COURT
MEMORANDUM OF UNDERSTANDING AND PERSONAL SERVICES
AGREEMENT WITH PINELAND BHDD**

This Memorandum of Understanding (MOU) and Agreement, made and entered into this 1st day of March, 2016, between the BULLOCH COUNTY ACCOUNTABILITY/TREATMENT COURT, operated by the Bulloch County Superior Court, hereinafter referred to as the "Court" and PINELAND BHDD and any and all of its entities, hereinafter referred to as "Pineland", to provide services to Court participants.

This MOU/Agreement is to establish a working relationship between the agencies named above to assist in the planning, development and operation of the Court.

The Court will address individuals with mental illness who are repeatedly involved in the criminal justice system through an innovative cross-system collaboration, which will be targeted and responsive to the needs of eligible offenders, while preserving the integrity of the Court. The Court will not excuse offenders of their criminal responsibility, but will rather ensure participants address the underlying issues that lead to repeated involvement in the criminal justice system by compelling participants to address his/her mental illness while simultaneously serving a sentence. By way of coupling intensive treatment with enhanced supervision as an alternative to incarceration, where appropriate, the Court will provide participants with the tools necessary to function at their highest possible level, which ultimately reduce the number of law enforcement contacts and result in increased safety.

Although the Superior Court will provide ongoing project oversight, the Court and Pineland will create procedures that will facilitate a continuity of care, including but not limited to intensive case management, mental health care, substance use treatment, behavioral health modification, housing, assistance with the application for benefits, and other services deemed necessary.

As the above-mentioned agencies have been identified as essential to this partnership, and through this MOU/Agreement, we request Pineland agree to become a member of the Court Team and to designate someone from your agency to attend regular planning/staffing meetings. Please consider a designee who maintains certain decision making abilities and who is knowledgeable of company policies and procedures.

Pineland shall provide any and all treatment services to the participants being served by the Court and adhere to evidence based practices in providing such treatment, such as participant visits with the Pineland psychiatrist, participant visits with Pineland's physician to ensure compliance with medication and treatment, Special Group Sessions including, but not limited to, WRAP Classes, Motivation for Change Classes, Anger Management Classes, Anxiety Classes, Substance Abuse Awareness Classes for participants only, PSR Services, Substance Use/Abuse Treatment Services, Individual Counseling Services, Drug Screens, and other classes/programs either party may deem

necessary, etc. Pineland further agrees to devise and provide additional treatment, if needed, to ensure that participant's individual treatment needs are being met. It is also understood that from time-to-time the Program Coordinator and/or Case Manager are required by the funding committee to observe treatment.

TERMS OF THE MEMORANDUM OF UNDERSTANDING

This MOU/Agreement shall be effective for twelve (12) months from the date of the last signature and shall renew annually. All parties understand the fiscal year of the Bulloch County Accountability/Treatment Court runs from July – June. All parties understand that at any time this MOU/Agreement may be terminated with written notification from any party to the other, thirty days (30) prior to termination.

MODIFICATION OF AGREEMENT

No modification or alteration of this MOU/Agreement will be valid unless the modification is in writing, submitted to, and approved by all parties, and attached to this agreement.

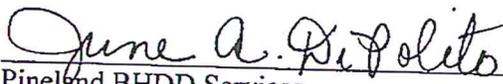
On behalf of our respective organizations, the undersigned are authorized to enter into this MOU/Agreement and agree to the terms set forth above.



Bulloch County Superior Court
The Honorable William Woodrum Jr.,

3/4/16

Date



Pineland BHDD Services
June DiPolito, Executive Director

3/7/16

Date

STATE OF GEORGIA)
)
COUNTY OF BULLOCH)

**BULLOCH COUNTY ACCOUNTABILITY/TREATMENT COURT
MEMORANDUM OF UNDERSTANDING AND PERSONAL SERVICES
AGREEMENT WITH PINELAND BHDD**

This Memorandum of Understanding (MOU) and Agreement, made and entered into this 31 day of December, 2014, between the BULLOCH COUNTY ACCOUNTABILITY/TREATMENT COURT, operated by the Bulloch County Superior Court, hereinafter referred to as the "Court" and PINELAND BHDD and any and all of its entities, hereinafter referred to as "Pineland", to provide services to Court participants.

This MOU/Agreement is to establish a working relationship between the agencies named above to assist in the planning, development and operation of the Court.

The Court will address individuals with mental illness who are repeatedly involved in the criminal justice system through an innovative cross-system collaboration, which will be targeted and responsive to the needs of eligible offenders, while preserving the integrity of the Court. The Court will not excuse offenders of their criminal responsibility, but will rather ensure participants address the underlying issues that lead to repeated involvement in the criminal justice system by compelling participants to address his/her mental illness while simultaneously serving a sentence. By way of coupling intensive treatment with enhanced supervision as an alternative to incarceration, where appropriate, the Court will provide participants with the tools necessary to function at their highest possible level, which ultimately reduce the number of law enforcement contacts and result in increased safety.

Although the Superior Court will provide ongoing project oversight, the Court and Pineland will create procedures that will facilitate a continuity of care, including but not limited to intensive case management, mental health care, substance use treatment, behavioral health modification, housing, assistance with the application for benefits, and other services deemed necessary.

As the above-mentioned agencies have been identified as essential to this partnership, and through this MOU/Agreement, we request Pineland agree to become a member of the Court Team and to designate someone from your agency to attend regular planning/staffing meetings. Please consider a designee who maintains certain decision making abilities and who is knowledgeable of company policies and procedures.

Pineland shall provide any and all treatment services to the participants being served by the Court and adhere to evidence-based practices in providing such treatment, such as participant visits with the Pineland psychiatrist, participant visits with Pineland's physician to ensure compliance with medication and treatment, Special Weekly Group Sessions for participants only, PSR Services, Substance Use/Abuse Treatment Services, Individual Counseling Services, Drug Screens, etc. Pineland further agrees to devise and provide additional treatment, if needed, to ensure that participant's individual treatment needs are being met.

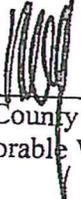
TERMS OF THE MEMORANDUM OF UNDERSTANDING

This MOU/Agreement shall be effective for twelve (12) months from the date of the last signature and shall renew annually. All parties understand that at any time this MOU/Agreement may be terminated with written notification from any party to the other, thirty days (30) prior to termination.

MODIFICATION OF AGREEMENT

No modification or alteration of this MOU/Agreement will be valid unless the modification is in writing, submitted to, and approved by all parties, and attached to this agreement.

On behalf of our respective organizations, the undersigned are authorized to enter into this MOU/Agreement and agree to the terms set forth above.



Bulloch County Superior Court
The Honorable William Woodrum Jr.,

12/31/14
Date



Pineland BHDD Services
June DiPolito, Executive Director

12/31/14
Date



10/11/13

Judicial Council of Georgia
Administrative Office of the Courts

Chief Justice Hugh P. Thompson
Chair

Marla S. Moore
Director

October 11, 2013

Chief Judge William E. Woodrum, Jr.
Superior Courts
Ogeechee Judicial Circuit
P.O. Box 805
Millen, GA 30442

Dear Chief Judge Woodrum,

Thank you for submitting the 2013 Adult Mental Health Court Certification Application.

Pursuant to O.C.G.A. § 15-1-16, the Judicial Council of Georgia (Council) is charged with creating and managing a certification and peer review process to ensure mental health court divisions adhere to the standards and practices developed by the Council. To receive state appropriated funds, adult mental health courts must be certified or have received a waiver, for good cause shown, from the Council.

A team of mental health court experts has determined that Bulloch County Accountability/Treatment Court, as evidenced by the certification application and supporting documentation submitted, is adhering to the best practices and standards of Georgia and is *fully certified* through December 31, 2015. Please keep a copy of this letter for your files and submit it with your FY15 and FY16 application for state appropriated funds.

As a courtesy, the team has attached targeted feedback from your submission that I trust will improve your program operations.

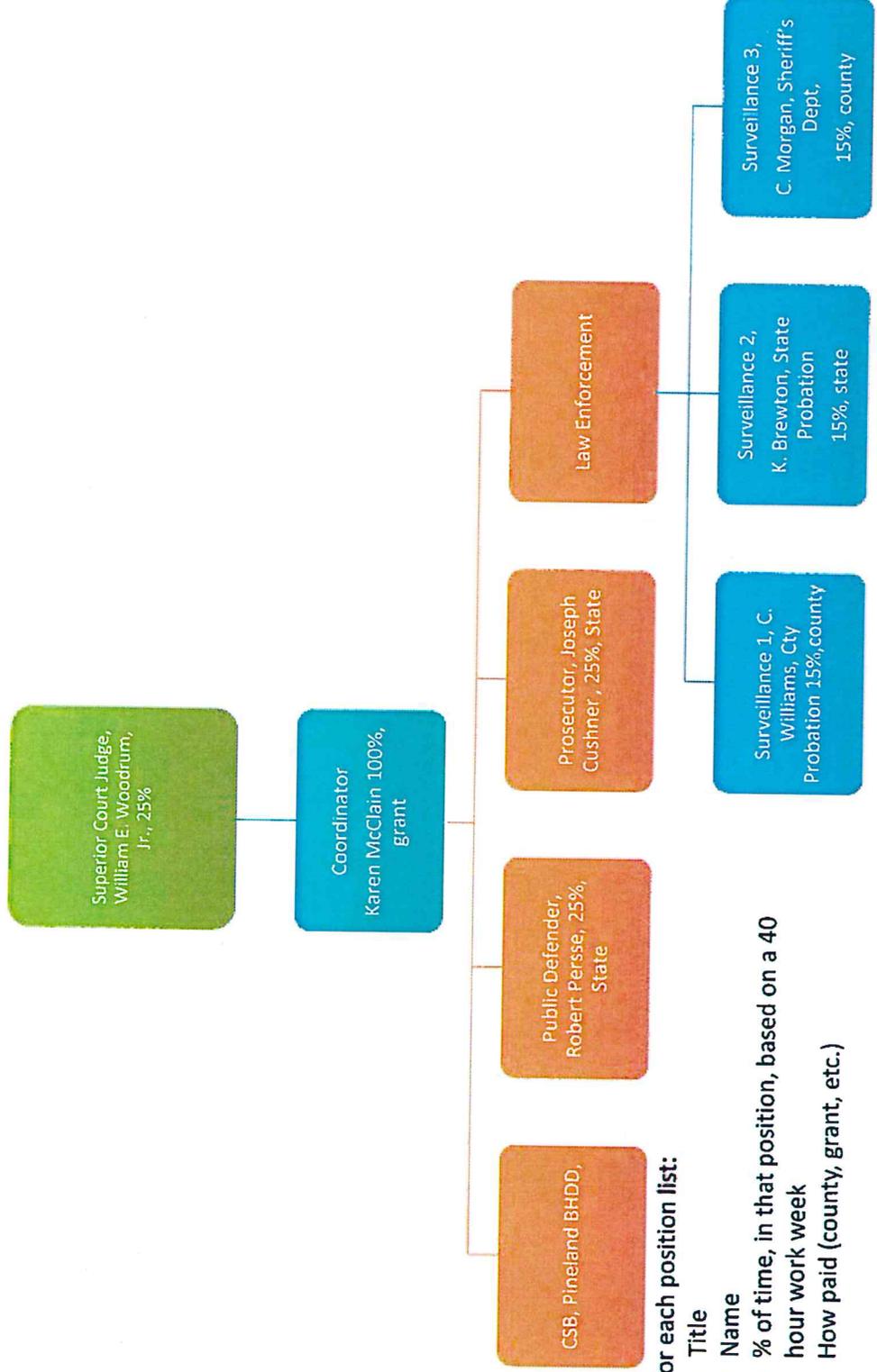
If you have questions or concerns, please do not hesitate to contact Ms. Lateefah Thomas, Accountability Court Program Manager, 404-463-1906 or lateefah.thomas@gaaoc.us.

Sincerely,

Marla S. Moore
Director

Attachment

BULLOCH COUNTY ACCOUNTABILITY/TREATMENT COURT (A Mental Health Court Program)



For each position list:

- Title
- Name
- % of time, in that position, based on a 40 hour work week
- How paid (county, grant, etc.)

Certification for Accountability Court Funding

I certify that the Bulloch County Accountability/Treatment Court (court name) provides the following. (check if accurately describes).

- 1.The accountability court integrates substance abuse treatment services and mental health services, where applicable, with justice system case processing.
- 2.Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participant's due process rights.
- 3.Eligible participants are identified early and promptly placed into the accountability program.
- 4.The accountability court provides access to a continuum of alcohol, drug and other related treatment and rehabilitation services.
- 5.Abstinence is monitored by frequent alcohol and other drug testing.
- 6.A coordinated strategy governs accountability court responses to participants' compliance.
- 7.The accountability court has ongoing judicial interaction with each participant.
- 8.The accountability court uses monitoring and evaluations to measure the achievement of program goals and to gauge effectiveness.
- 9.Through continuing interdisciplinary education the accountability court promotes effective court planning, implementation and operations.
- 10.The accountability court generates local support and enhances the program effectiveness by forging partnerships among other accountability courts, public agencies and community-based organization.

****Continued funding through this grant may be contingent on compliance with the requirements (1-10) listed above.****

By signing below, you are confirming that the information in this Request for Funding Application is accurate and complete.

Submitted by: 

Judge

Bulloch County Accountability/Treatment Court, Ogeechee Judicial Circuit

Court

3/4/16
Date

Attachments

The following forms are required. Please submit as attachments to your application.

1. Certification for Accountability Court Funding (p. 25 of this grant)– signed and dated by the Accountability Court Judge.
2. Contract or MOU between the Accountability Court and Treatment Provider (if you have one).
3. Organizational chart. Sample organizational charts can be found on www.gaaccountabilitycourts.org. You can modify the example, or submit your own. If you submit your own organizational chart, it must include the person's name, title, percentage of time they devote to the accountability court, and how the position is funded.

**STATE OF GEORGIA
ACCOUNTABILITY COURT FUNDING PROGRAM
FY'17 SOLICITATION**

Identifying Questions

1. Name of Accountability Court: Bulloch County Accountability/Treatment Court (Mental Health Program)
2. Name of Judicial Circuit: Ogeechee Judicial Circuit
3. Name of person filling out this application: Karen McClain, Coordinator
Your email address and phone number: kmccclain@bullochcounty.net/(912) 515-5684
4. On April 27 – 28, 2016 who will be available to answer questions on this grant, if the committee shall have any?
(List name and phone number): Karen McClain, Coordinator (912-515-5684)
5. Type of Accountability Court: Is this a new court or an existing court

| | |
|--|--|
| <input type="checkbox"/> Adult Felony Drug Court | <input type="checkbox"/> DUI Court |
| <input checked="" type="checkbox"/> Mental Health Court | <input type="checkbox"/> Family Dependency Treatment Court |
| <input type="checkbox"/> Veteran's Court (please also select either drug court or mental health court) | <input type="checkbox"/> Juvenile Drug Court |
| <input type="checkbox"/> Hybrid Court (please select all that apply) | <input type="checkbox"/> Juvenile Mental Health Court |

FY'17 Total Budget Request

Match Waiver Request Submitted

| Request Area | Amount Requested | Matching Funds |
|--------------------------------|------------------|----------------|
| Accountability Court Personnel | 112,272 | 0 |
| Equipment | 0 | 0 |
| Supplies | 0 | 0 |
| Training and Travel | 7,800 | 0 |
| Printing Supplies | 0 | 0 |
| Drug Tests/Testing | 22,500 | 0 |
| Contract Personnel | 53,200 | 0 |
| Transportation Funding | 0 | 0 |
| | | |
| Total Budget Request: | 195,772 | 0 |

General Operating Questions

All applicants should answer.

1. When did/will your program begin (Month & Year)? September 2013
 New Courts – anticipated date of participant enrollment (Month & Year)? _____

2. Do you have a local steering committee/advisory group (this group would include community members other than your team members)? No How often do they meet? Cour. team w/community member is the advisory group/semi-annually

3. Does your court have an independent 501(c)3? No If not, why not?
Accountant recommended in lieu of a 501(c)3 that all contributions run through our County.

4. Does your court have a formal policy on staff training requirements and continuing education? Yes If yes, briefly describe the policy.
Judge, Staff and Team Members are encouraged to attend training offered to mental health courts via Webinars, Conferences, and Site Visits The Program's Operation Manual also address continuing education.

5. What training(s) has your court attended in the past year?
Coordinator has attended and presented at multiple conferences/meetings: Coordinator's Conf., Mental Health First Aid Training, Metrics & Performance Measures Webinar, NAMI mtgs., an AARP mtg., a Collaborative titled: Adult System of Care. Treatment: attended Prime Solutions Conference. District Attorney attended the Summer & Winter Prosecuting Attorney's Council.

6. Do you have a structured written orientation program for new members of the team? Yes

7. How many staffings do you conduct per month? Two What days/times are your status hearings/court sessions (ex. Every Monday. Status hearing at 8 am, court at 9 am)? Twice per month at 2:00pm on Mondays

8. Please describe your courts field supervision/surveillance:

| Who does your court's surveillance? | How often is each participant visited? | How long is the average visit? | Are they P.O.S.T Certified? |
|-------------------------------------|--|--------------------------------|-----------------------------|
| County and State Probation Officers | 3-4 times per month | avg. 15 min. per visit | Yes |

9. Is there a binding Contract, Letter Agreement or MOU between your court and treatment provider that stipulates an agreed upon level of treatment services provided to your court for a specified fee? Yes If no, why not?

10. What is your annual treatment cost? \$58,700 (approximately)

11. Number of active participants (not including those who are AWOL) as of January 1, 2016? 18
 FDTC: Parents _____ Children _____

12. What is the participant capacity (or anticipated capacity for new courts) of your program, in other words, how many participants can you realistically and effectively serve? 25-30*

- If your program is not at capacity, why not?

*It is not the intention of the Program to limit the number of participants. However, the ability to serve a certain number of participants will be determined by the number of staff. At this time we have only a coordinator overseeing participants. Once a case manager is added as a staff member, more participants can be accepted into the program and managed properly.

13. Describe your target population.

Adult misdemeanor and felony offenders who suffer from an Axis I Serious and Persistent Mental Illness with or without co-occurring Substance Use Disorder and who repeatedly intersect with the criminal justice and regional hospital system.

14. Describe your eligibility criteria.

Target population (see above) with 12 to 24 months under the jurisdiction of the Bulloch County Courts whose mental illness or other treatable disorder was a contributing factor to the criminal justice involvement and are considered high utilizers.

15. How many days does a participant need to be clean (no positive drug screens) before he/she is eligible for graduation?

In Misdemeanor cases - 180 days.
In Felony cases - 270 days.

16. Please describe your participant fee schedule.

Based on the disability of the majority of our mental health court participants and lack of financial resources, fees are not required for participation.

17. How much did you collect in participant fees in CY 2015? None

18. What is the average length of your program? 12 to 24 months

19. Complete the following:

| Phases/length | Average # of drug screens per week (or month in the later phases) - specify if months or weeks | Average number and hours of treatment sessions per week (or month in the later phases) - specify if months or weeks | Number of court appearances per month | Number of active participants in this phase (as of 1/1/15) |
|-------------------|--|---|---------------------------------------|--|
| FPh1/2m - MPh1/2m | 12 per mo. | 17 to 25 hrs per week | 2 & 2 | 4 |
| FPh2/5m - MPh2/2m | 8 per mo. | 17 to 25 hours per week | 2 & 2 | 9 |
| FPh3/6m - MPh3/3m | 8 per mo. | 17 to 25 hours per week | 2 & 2 | 2 |
| FPh4/6m - MPh4/4m | 4 per mo. | approx. 20 hrs. per week | 2 & 2 | 2 |
| FPh5/5m - MPh5/1m | 4 per mo. | approx. 15 hrs. per week | 2 & 2 | 2 |

Clinical Questions

All applicants should answer. New courts answer based on what you plan to implement.

1. Type of substance abuse assessments that are used:

| What is the name of the assessment tool(s)? | When are they conducted? | Who conducts them? |
|---|-----------------------------------|--------------------------------------|
| Pineland BHDD Services utilizes LOCUS Levels 2-4, ASAM, CAGE, & Suicide/Violence Risk-Assessments | During the initial review process | Pineland BHDD counselors (treatment) |

2. What is your *clinical* eligibility criteria?

Individuals with an Axis 1 Serious and Persistent Mental Illness with or without co-occurring addictive disease. There are no restrictions as to gender, race, ethnicity, religion, or socioeconomic status.

3. How is the level of treatment determined? Who makes that determination?

Pineland BHDD Services utilizes LOCUS, ASAM, DSM-IV and Biopsychosocial Assessments

4. What type(s) of evidence based treatment does your court use?

Outpatient physician services, Medication management, Nursing Services, Group Treatment, Individual therapy, CSI, PEER Support, WRAP, Community Support Team, Mobile Crisis, Intensive Case Management, Crisis Stabilization services, Anger Management Awareness, Anxiety Disorder Awareness, Substance Abuse Awareness, Motivation for Change, and CBT.

5. Do you incorporate treatment that addresses criminogenic risk factors (those that are related to risk of recidivism)?

Yes _____ If yes, please describe the treatment.

Motivation for Change is used for treatment in group sessions. Cognitive Behavioral Therapy is also used in one-on-one counseling sessions.

6. How does the court ensure that the chosen tools/models are used consistently and faithfully?

Pineland BHDD implemented the Dartmouth Individual Placement and Support Model Supported Employment Program and has a blueprint for implementing fidelity based programming which we can draw upon to implement best-practice fidelity-based MH Court. The Program coordinator also reviews the treatment/programs provided by Pineland BHDD.

7. How often does the program coordinator monitor (sit in on) treatment? On-site wkly visits, telephone & email daily

8. Does your program have a treatment plan for each individual participant? Yes How often is it reviewed and updated? Treatment plans are updated every 6 months

9. Do you use your local CSB for treatment services? Yes

• If no, explain how your treatment provider is employed (program staff, contract, etc.) _____

• If yes, does the CSB get funding for accountability court treatment directly from DBHDD? No

• If yes, does the CSB get funding for treatment of your participants from other sources? Yes

○ If yes, please list the other sources: State -Medicaid if applicable

• Do you pay the CSB for (check all that apply):

○ the full amount of treatment, additional, non-billable services such as case management only, nothing for the services for your participants

Performance Measures

For existing courts only, Implementation Courts applicants should skip to "Court Specific" questions.

1. Total number of participants admitted since program start up (list month/year, too)? 30 since Sept. 2013

2. Program Outcomes (from the beginning of your program):

| | |
|---|--|
| Percentage of employable (not on disability) participants employed at start of program (to calculate, add up all the employable participants who are working upon admittance to the program and divide by the total number of employable participants admitted to your program) | Participants are not employable until they become stable |
| Percentage of employable (not on disability) participants employed at graduation (to calculate, add up all the employable participants employed at graduation and divide by the total number of employable participants who graduated from your program) | 100% |
| Percentage of participants who successfully exit the program | 100% of graduates |
| Percentage of participants who do not successfully complete the program (terminations, voluntary withdrawal, death/other) | 3% |
| Number of drug free babies born to participants | 1 |

3. Units of Service:

| | |
|--|-------------|
| Total number of court sessions in the past year | 24 |
| Total number of days of inpatient treatment in the past year | 0 |
| Number of hours of treatment scheduled within the past month. | 900 |
| Number of scheduled treatment hours attended within the past month | 800 approx. |

4. Please provide the following information:

| | |
|--|-------------------------------|
| For CY'15 (January 1, 2015 through December 31, 2015) | |
| Daily cost of incarceration in county jails or YDC for counties served by your court. List <u>each</u> county that your court serves separately. | Bulloch County - \$45/per day |
| Number of active participants who would be incarcerated in a county jail or YDC if they did not participate in the accountability court. | 9 |
| Number of active participants who would be incarcerated in a state corrections facility if they did not participate in the accountability court. | 1 |

Drug Testing

For existing courts only, Implementation Courts applicants should skip to "Court Specific" questions.

1. What percentage of your testing is random? 100% How do you ensure that the drug testing is random?
Participants in the substance abuse track are assigned a color for random screening. Mental Health participants are randomly scheduled by the Coordinator throughout the month for screening.
2. For what drugs do you routinely screen? AMP, BAR, BZO, COC, MDMA, MET, MTD, OPI, OXY, PCP, TCA, THC, Alcohol, Dilutes
 - What drug testing company do you use (Siemens, Redwood, etc.)? Medtox
3. Are all of your urine screens observed? Yes
 - Who observes the urine screens? Techs
 - Have they had training? Yes
 - Are they the same sex as the participant? Yes
4. Do you have a local drug lab or use testing sticks? Yes
 - How often are the drug screens analyzed or read (daily, weekly, etc.)? as given
 - If screens are mailed to a lab, how often are they sent? as needed for confirmation
5. Describe the policy for participants to dispute the results of the drug screen.
if a screen is positive and the Participant denies use, the screen is sent to Medtox for confirmation. Participant signs a form allowing additional testing.
6. Are creatinine violations considered positives? Yes If not, why not?
7. Are unexcused or missed screens considered positive? Yes

Court Specific

Please answer the appropriate section of questions for your type of court. Applicants should answer ALL of the questions in EACH section that you checked in question #5 under Identifying Questions.

Drug Courts: Felony and Veterans

Veterans and Hybrid Courts, if you also selected "Adult Felony Drug Court" on Question #6 in Identifying Questions, please fill out this set of Court Specific Questions.

1. Does your treatment provider provide the court with weekly, written reports on participant progress? _____
Please describe this process.

2. Does your program offer: *(check all that apply)* group counseling individual counseling drug testing

3. Does your program offer: *(check all that apply)* family counseling gender specific counseling health screens
 domestic violence counseling assessment and counseling for co-occurring mental health issues

4. Does your program offer: *(check all that apply)* employment counseling and assistance educational component
 medical and dental care transportation housing mentoring alumni groups
• Please list any other additional services your program offers:

Mental Health Courts: Adult, Juvenile and Veterans

Veterans and Hybrid Courts, if you also selected "Mental Health Court" on Question #6 in Identifying Questions, please fill out this set of Court Specific Questions. Juvenile Mental Health Courts should also complete this section.

1. Tell us about what organizations and agencies you partner with in your community? Are there memorandums of understanding between your court and anyone else? Please elaborate.

There is a MOU with our local CSB, Pineland BHDD. Pineland provides mostly all mental health treatment and substance abuse treatment, which includes psychosocial rehabilitation groups, substance abuse groups, individual counseling, special group classes, as well and drug screens for Participants in the SA track. We also have a MOU with Health Assessments, Inc., which is a lab that performs drug screens. There is a MOU with Georgia Southern University (GSU) for the use of Interns. There is a MOU with Coastal Regional Coaches for transportation services.

2. Who sends referrals to your court?

We accept referrals from any and all sources.

3. What measures are in place in your program to ensure that a defendant does not spend more time in the Mental Health program than the maximum period of incarceration or probation a defendant could have received if found guilty in a more traditional court process?

Acceptance dates, phase progression dates, and graduation dates are calendared for every participant and reviewed again and again with each phase progression.

4. Describe how you identify and resolve competency concerns.

If an individual is not competent, he or she is referred by his/her attorney and/or judge for further competency reviews by Georgia Regional Hospital.

5. Explain how the following services are provided to participants directly (D) and/or by linking to outside providers (OP): Check all that apply.

| | D | OP |
|-------------------------------|-------------------------------------|-------------------------------------|
| Medication | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Counseling | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Substance Abuse Treatment | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Financial Benefits | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Housing | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Crisis Interventions Services | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Peer Support | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Case Management | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Evidence Based Treatment | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other: | <input type="checkbox"/> | <input type="checkbox"/> |

6. Do you offer gender specific treatment? No

- Do you offer interpretative services? If needed, yes.
- Please list any other additional services:

7. What procedure does your court follow to adhere to the federal and state laws that protect the confidentiality of medical, MH, and substance abuse treatment records?

Medical records used to review an individual for the Program are kept by the Program Coordinator. While a participant is in treatment, medical records are maintained by the treatment provider.

8. How do you comply with Standard 8.5 concerning periodic review and revision of Court processes? (The standards are listed at www.gaaccountabilitycourts.org).

The court team meets twice per month for staffing and court and to discuss how the Program seems to be progressing. Since the court team also serves as the advisory board, we meet twice per year to discuss policy changes (more often if needed). Over the last several staffing sessions, the court team has been reviewing the Georgia Standards and Georgia Treatment Standards one-by-one and making recommendations for changes to our current procedures/policies.

9. Performance measures - (January 1, 2015 - December 31, 2015):

| | |
|---|-----|
| Percent of scheduled judicial status hearings attended by the participant. | 99% |
| Percent of participants who were homeless at exit of program (to calculate this percentage, divide the number of homeless graduates by the total number of graduates for the year). | 0 |
| If you do not have current data, please explain how you plan to collect this data in the future so that you are compliant with this standard. | NA |

DUI Courts:

1. How do you determine the right type and length of treatment for each participant?

2. Do you use monitoring equipment? _____
 - If yes, what kind _____
 - How often is it used and for what time period?

3. Explain your court's partnerships with your local legislative delegation, local officials, other agencies, and community support

4. How do you caution the participants against driving without a license?

Family Dependency Treatment Courts:

1. Within the past year, please list:

| | |
|---|--|
| Number of graduates with new DFCS reports. | |
| Number of children (age 0-17) who received direct services through your court as a result of Parent/guardian being active in the program. | |
| Number of drug-free babies born while participant was active in program or to a graduate of the program. | |
| Number of days that participants' children have been kept out of foster care. | |

2. List the services your court offers participants (group counseling, individual counseling, gender specific services, mental health treatment, parenting classes, anger management classes, family or domestic relations counseling, etc.)

3. List the direct services provided to the children (i.e. Celebrating Families, Strengthening Families, trauma assessments, Theraplay, etc...)

4. Describe DFCS involvement in your court.

5. Is there a specific caseworker assigned to the drug court? _____ Have they had formal training specific to drug courts?

6. Is there a structured systematic assessment provided for the children in your program? _____

7. Was your program capacity determined by formula or by service limitations? _____

8. What challenges has your program experienced in the past year and how has your team overcome them?

9. Does treatment communicate with court via email? _____

10. In order to graduate:
 - Are clients required to have a job or be in school? _____
 - Are clients required to have a sober housing environment? _____

11. Did the presiding Judge of the program volunteer? _____ Is the Judge's term over the program indefinite? _____

12. Have results from any program evaluations, data review, or regular reporting of statistics lead to modifications? If so, what were those modifications?

Juvenile Courts:

1. Are all participants required to be enrolled in school or a GED program? _____
2. What is the annual cost savings brought about by your participants not being in YDC? _____
3. What percentage of your participants' parents are mandated to attend court sessions? _____
4. What percentage of your participants' parents are mandated to participate in treatment? _____
5. Does your program offer: *(check all that apply)* gender specific counseling domestic relations or family counseling mental health treatment parenting classes anger management classes
6. Does your court receive assistance from the following? *(check all that apply)* Local Churches or Faith Based Organizations Civic Groups, Elks Club, Kiwanis, Rotary, etc. Junior League Local college or school groups Other (please list): _____ If not, please explain

Transportation Funding

All applicants should fill out the following if your court is seeking transportation grant funds. Transportation projects include things such as partnerships with the Department of Corrections or local Sheriff's offices to provide transportation to/from court or treatment services. Transportation vouchers (such as bus or train passes) may be requested. Transportation grant funds will not be allowed to be used for: vehicles, gas cards or incentives. Funding requests for this Budget Detail (see [E.3 Transportation Funding](#)) can be shared among multiple courts. The funds will be applied to the application in which the questions and Budget Detail are completed.

1. If you are applying for multiple courts, please list the courts.

NA

2. How many participants do you anticipate will participate in your proposed transportation project (from July 1, 2016 – June 30, 2017)? If you are applying for multiple courts, please list the court name then the number of participants.

NA

3. How many new participants will your court add if the proposed transportation project is funded? If you are applying for multiple courts, please list the court name then the number of participants.

NA

4. Please fully describe your proposed transportation project. Include why the project is needed and cannot be funded by other sources.

NA

Fund Source: How is your program currently funded?

All applicants should answer. Remember, this grant is NOT intended to fund your program fully.

| Fund Source | Amount | If you do not receive funding from this source, why not? |
|-------------------------------------|------------------|--|
| County/Local Government | \$11,000 | Approx. \$11,000 per yr in in-kind services |
| DATE Fund | \$0 | None have been identified |
| Participant Fees | \$0 | Fees are not required |
| BJA | \$0 | No applications filed |
| SAMHSA | \$0 | No applications filed |
| JAG (Federal or State) | \$0 | No applications filed |
| Community Service Boards | \$0 | Provides Treatment |
| Revenue From Lab | \$0 | No lab is operated by the program |
| 501 c(3) | \$0 | NA |
| Other Sources (please name): | | |
| CJCC | \$127,994 | FY 2016 Grant Award |
| Assistant DA - J. Cushner | \$4,400 | Approx. 10% of salary paid by State |
| Altrussa - Civic Organization | \$500 | Contribution |
| Bulloch County Hospital Authority | \$5,000 | Grant Award |
| County paid - Coor. Cell Phone | \$950 | Approx. \$950 per year for a program cell |
| County - Misc. Items | \$300 | Approx. \$300 per year in misc. ofc. expenses |
| | | |
| | | |
| TOTAL PROGRAM BUDGET | \$150,144 | |

Describe your courts Sustainability Plan

All applicants should answer. Accountability Courts, new and existing, should begin working towards sustainability upon the inception of the program. It is prudent for a court to consider various methods of funding in the event that grant funds are not available. Your sustainability plan, which may include an action plan to attain funding without the use of grant funds, should be fully described.

The Bulloch County Accountability/Treatment Court is an Adult Mental Health Court Program, which began in September, 2013. Additional funding strategies from the County, City, DBHDD, Federal Grants, DATE Funds, solicitations from local businesses and charities, and fund raisers are being explored. A PR program has begun to gain buy-in from local government partners and businesses. The coordinator and/or judge have attended various civic meetings in an effort to bring exposure to the mental health court program, including the local Bulloch County Bar Association. The coordinator and/or judge will continue to approach various businesses/organizations to obtain additional funding for the Program. The Program anticipates holding fund raisers to generate additional revenue. The coordinator completed a grant application with the Bulloch County Hospital Authority, which was approved and the Program received \$5,000. A grant application has been submitted to United Way. Approval is currently pending.

Narrative

Please **fully but concisely** describe your request/project/expansion. Explain why your request can not be funded using other funding sources. Include any appropriate additional documentation that may help explain your project. *Please note: if you attach information that is not relevant, or is voluminous, the committee may choose to not consider it.* Include in your narrative how your project adheres to the state standards and best practices.

The Bulloch County Accountability/Treatment Court began in September 2013. Since that time the Program has experienced steady growth. At this time, the Program has 19 participants, and has had five graduates. The Program accepts referrals from all sources, including the legal community, local healthcare providers, as well as individual citizens. The Program accepts individuals with misdemeanor charges and/or felony charges. The Program coordinator and/or judge has met with all of the judges and defense attorneys in Bulloch County and explained the premise of the program and eligibility requirements. The Program coordinator and/or judge has met with various civic organizations, healthcare organizations, county commissioners, etc. in an effort to bring about awareness of the Program to the citizens of Bulloch County. The coordinator and/or judge will continue to visit with business/organizations in an effort to bring about exposure to the Program, as well as seeking additional funding sources. The coordinator has or is in the process of partnering with local civic organizations such as Altrusa, Rural Development Housing Department at Georgia Southern University, Bulloch County Commission on Human Services, and NAM!. The coordinator has also been the guest speaker at several meetings and attended several collaboratives. The Program, along with its treatment provider, Pineland BHDD, will host two Mental Health First Aid Training classes in 2016 for the largest Bulloch County employers, as well as the jail staff, court team members, and treatment staff. The purpose of the Mental Health First Aid Training classes is to bring about awareness within the community and workplace by presenting an overview of general mental health.

The Program coordinator, judge, and team members are determined the Program will be a success by addressing the seriousness of mental illnesses and criminal behavior in our community. Best practice models are used by the treatment provider. Participants are required to attend the following classes in addition to the standard treatment requirements: Motivation for Change, WRAP (Wellness to Recovery Action Plan), Anger Management, Anxiety Management, and Substance Abuse Awareness. Participants are screened for drugs and alcohol as outlined in the Phase descriptions and checked for curfew violations in an effort to deter the use of drugs and/or alcohol. In addition to the mandatory classes and standard treatment requirements, we strive to provide whatever treatment is deemed necessary to fulfill the Program's promise to its participant by changing their lives. In some cases, outside psychiatric/counseling services are required.

The Program has experienced steady growth since inception and has accepted 31 individuals into the Program with five having graduated and seven being terminated due to non-compliance. The Program currently has 19 active participants with four pending review.

Budget Instructions

Restrictions on Use of Funds

For this grant period, grant funds will not be allowed to be used for: out of state training, any part of a salary or pay supplements for state or county paid employees, office space, utilities, furniture (existing courts only), incentives, monthly cell phone charges, case management software, construction projects, vehicles, weapons or grant administrative overhead.

Budget Detail Worksheet

Complete the attached budget detail worksheet. The budget should include everything you are requesting from grant funds AND matching funds. It is not necessary to include your entire operating budget. **YOU MUST SUBMIT YOUR INFORMATION ON THE ATTACHED PAGES.** If you include your own pages, they will NOT be evaluated by the committee. This worksheet should be used to prepare the program budget and budget summary. Any category not applicable to your budget may be left blank. Be sure to include the required 10% cash match, you do not have to provide a cash match for each line item.

Budget Explanation

The Budget explanation should thoroughly and clearly describe every category of expense listed on the Budget Detail Worksheet. Proposed budgets are expected to be complete, reasonable and allowable, cost effective, and necessary for project activities. The explanation should be mathematically sound and correspond with the information and figures provided in the Budget Detail Worksheet. The explanation should explain how all costs were estimated and calculated and how they are relevant to the program.

Budget Priority Form

Use the Budget Priority Form to indicate which of the items you requested in the budget detail take priority to your program. If the Funding Committee needs to make cuts, it may consider your program's preferences on this form. Please be sure to use the wording you used in the budget detail section 5. Please list the budget items you requested in the order of funding priority. Please use the same nomenclature you used on the budget detail form so the committee can match up your requests. Failure to prioritize budget requests may result in the ACFC making cuts to your program that may affect mission critical services.

Budget Detail Worksheet

A. Accountability Court Personnel/Salaries and Benefits

List each position by title and name of employee, if available. In order to calculate the budget, enter the annual salary and the percentage of time to be devoted to the program. Compensation of employees engaged in program activities must be consistent with that for similar work within the applicant agency. Contract Personnel should be listed under "Contract Personnel" category.

| Position Title/Name | % of Time | Salary Request | Benefits Request | Total Grant Funds Requested |
|------------------------------|-----------|----------------|------------------|-----------------------------|
| Coordinator/Karen McClain | 100% | \$48,000 | \$17,894 | \$65,894 |
| Case Manager | 100% | \$32,000 | \$14,378 | \$46,378 |
| | | | | |
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| | | | | |
| TOTAL FUNDS REQUESTED | | | | \$112,272 |

TOTAL MATCHING FUNDS: Match Waiver Submitted

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

Coordinator: The Coordinator is a vital position to the successful operating of the Court and is responsible for: Overall program coordination and day-to-day operations; Maintaining cross-system collaboration between all team members and the community; Funding identification, application, and reporting to funding agencies; Prepare publications, reports, and manuals; Data collection and statistical analysis; Provide direct support to the presiding judge and entire team; Attend staffing meetings with court team and treatment team; Attend court sessions; Assist in organizing and planning/advisory committees, agendas, minutes, etc.; Direct supervision of the case manager.

The Coordinator also assist participants on a daily basis with medication compliance, mentoring, housing issues, employment issues, administering sanctions, treatment, transportation, and the coordinator, along with treatment, of group sessions such as Substance Abuse Awareness, Anger Management, Motivation for Change, WRAP (Wellness to Recovery Action Plan), and Anxiety Awareness. The Coordinator also observes treatment and prepares drug screen charts for mental health participants. The Coordinator is employed through Bulloch County and is offered the same benefits offered to other county employees, including health insurance, retirement, and FICA.

Case Manager: The addition of a Case Manager (CM) will allow the Program to continue steady growth. The CM will be an employee of Bulloch County and eligible for the same benefits offered to the Coordinator. The CM will attend clinical staff meetings, team staff meetings, and court. The CM will conduct on-site treatment reviews and assist participants with medication compliance, mentoring, housing issues, employment issues, transportation, and assist the Coordinator. Having a CM will also allow the Program to meet the needs of the high risk/high needs population. The CM will assume some of the Coordinator's role in direct supervision of the Participants and allow the Coordinator more time to bring Program awareness to the community and to pursue other funding resources.

B. Equipment

List non-expendable items to be purchased. Applicants should analyze the benefit of purchased versus leased equipment, especially high cost and electronic or digital items. Show the budget calculation. Please note that all items must be at least \$5,000 per unit to be considered equipment. Otherwise please list items in "Supplies". Make sure to explain how the equipment is necessary for the success of the program and describe the procurement method to be used.

| Item | Purpose | Calculation | Total Grant Funds Requested |
|------------------------------|---------|-------------|-----------------------------|
| NA | | | |
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| | | | |
| TOTAL FUNDS REQUESTED | | | 0 |

TOTAL MATCHING FUNDS: NA

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

NA

C. Supplies

Drug testing supplies should be put under "Drug Tests/Testing Supplies". List items by type (e.g. general office supplies, postage, audio/video, equipment under \$5,000). Show budget calculation. Office Supplies are generally NOT funded for existing courts through this grant. Drug testing supplies should be put under "Drug Tests/Testing Supplies".

| Item | Calculation | Total Grant Funds Requested |
|------------------------------|-------------|-----------------------------|
| NA | | |
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| | | |
| TOTAL FUNDS REQUESTED | | \$0.00 |

TOTAL MATCHING FUNDS: NA

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

NA

D. In-State Training and Travel

Funds for travel must be budgeted in compliance with the State of Georgia Statewide Travel Regulations. Funds requested to support travel to the State Accountability Court Conference is limited to a maximum of 8 attendees per/court. Requests should include no more than *two nights of lodging* per/person, if the court is located 51 miles or more from the conference venue; *mileage (\$0.54/mile) expenses* for attendees to and from the conference venue; *per diem expenses* for meals if your court is located 51 miles or more from the conference venue; and *registration fees*. Funds for lodging expenses should not exceed \$135/night, the conference registration fee is \$275/person, and per diem expenses should not exceed \$28/day. The CACJ will provide breakfast and lunch to conference attendees, and please consider using State vehicles and/or carpooling to the conference when possible. The 2016 State Accountability Courts Conference is scheduled to be held at the *Classic Center in Athens, Georgia*.

| Purpose | Location | Traveler's Name/Title | Calculation | Total Grant Funds Requested |
|-------------------------------|----------|----------------------------|-------------------------------------|-----------------------------|
| Annual Conference | Atlanta | 8 members of Team | registration, hotel, mileage, meals | \$6,000 |
| Misc. Training/Site Visits | Various | Coordinator & Case Manager | Avg. \$150/mo. x 12 mos. | \$1,800 |
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| TOTAL FUNDS REQUESTED: | | | | \$7,800 |

TOTAL MATCHING FUNDS: Match Waiver Submitted

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

Team members will attend the Annual Conference in Athens, as well as any required training. Team members, Coordinator, and Case Manager intend to visit other mental health courts for additional training. The Coordinator and Case Manager also visit treatment and participants on a daily basis, and is often asked to provide transportation for participants.

E. Printing Supplies

List items by type (e.g. letterhead/envelopes, business cards, brochures, manuals). Show budget calculation(s).

| Item | Calculation | Total Grant Funds Requested |
|-------------------------------|-------------|-----------------------------|
| NA | | |
| | | |
| | | |
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| | | |
| TOTAL FUNDS REQUESTED: | | 0 |

TOTAL MATCHING FUNDS: NA

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

NA

Other

F.1 Drug Tests/Testing Supplies

List items by type. Show budget calculation(s).

| Item | Calculation | Total Grant Funds Requested |
|---|------------------------------|-----------------------------|
| Drug/Alcohol Testing Supplies | \$7.07/ea x 1,000 + shipping | \$7,500 |
| Drug Screens by Pineland & Health Assessments, Inc. | \$15/ea x 1,000 drug screens | \$15,000 |
| | | |
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| TOTAL FUNDS REQUESTED: | | \$22,500 |

TOTAL MATCHING FUNDS: Match Waiver Submitted

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

We are requesting a total of \$7,500 in drug testing supplies to ensure participants abstain from substances and comply with standards. The Program uses two companies to administer drug screens at a rate of \$15 per drug screen administered. Based on the number of drug screens performed in FY 2016 and anticipated growth of the Program, we are requesting \$15,000.

F.2 Contract Personnel

Enter the name, if known, and service to be provided. Show the budget calculation; for example, the hourly rate multiplied by the estimated number of hours. (If you are requesting funding for contract employees such as treatment providers, surveillance officers, lab technicians etc. they should be listed here.)

| Type of Service | Provider's Name | Hourly Rate x Number of Hours Worked | Average Number of Participants Served | Total Grant Funds Requested |
|-------------------------------|-----------------|--------------------------------------|---------------------------------------|-----------------------------|
| HOUSING Assessments | Pineland BHDD | \$180 x 60 assessments | as needed 60 | \$10,000 \$10,800 |
| Special Grp Sessions M4C | Pineland BHDD | \$375 per session x 12 mos | New participants | \$4,500 |
| Medications/Variou Trtmt | Various | \$750 per mo. x 12 mos. | 20-25 | \$9,000 |
| Treatment/Administration | Pineland BHDD | \$1,000 x 12 mos. | 20-25 | \$12,000 |
| SA Awareness | Pineland BHDD | \$200 x 4 qtrs. | 20-25 | \$800 |
| Anxiety Awareness | Pineland BHDD | \$200 x 4 qtrs. | 20-25 | \$800 |
| Anger Mgmt. | Pineland BHDD | \$200 x 4 qtrs. | 20-25 | \$800 |
| Surveillance | Law Enforcement | \$25 x 140 hrs. | 20-25 | \$3,500 |
| Lab Technician | Medtox | \$40 x 25 confirmations | 20-25 | \$1,000 |
| TOTAL FUNDS REQUESTED: | | | | \$53,200 |

Match Waiver Submitted

TOTAL MATCHING FUNDS: _____

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

The Bulloch County Accountability/Treatment Court is requesting \$43,200 to pay Pineland BHDD and other treatment providers for services provided to the participants. These services include: psychosocial rehabilitation day treatment program; substance abuse outpatient treatment services; assessments (mental hith and substance abuse); evidence based treatment such as Motivation for Change and CBT; psychiatric services; mandatory awareness classes such as Anger Mgmt, Anxiety, Substance Abuse and various treatment such as the WRAP class; and individual counseling, and medications. It is expected that an average of 5 mental health and/or substance abuse assessments will be administered per month on incarcerated individuals referred to the Court and who meet the Program's eligibility requirements.

Pineland BHDD provides weekly group sessions for participants. In these sessions the group learns and has an understanding of various mental illnesses and the instructors focus on linking mental illness and the need for medication to criminal thinking. As part of this group session, Pineland BHDD uses 'Motivation for Change' learning tools. Current participants have indicated to the team how vital special group sessions have been to them. Pineland BHDD also provides the mandatory awareness classes listed above. If other treatment services are recommended, the Program will seek treatment services from private individuals such as psychiatrist/counselors.

The majority of home visits are conducted by Probation Officers, and we are requesting \$3,500 for random home visits

We are requesting \$1,000 for drug screen confirmation expenses.

Housing - we are requesting \$10,000 for participant housing expenses.

F.3 Transportation Funding

If you are requesting funding for transportation, make sure you answered the questions under "[Transportation Funding](#)". Transportation projects include things such as partnerships with the Department of Corrections or local Sheriff's offices to provide transportation to/from court or treatment services, bikes and accessories, transportation vouchers (such as bus or train passes), etc. Transportation grant funds will not be allowed to be used for: vehicles, gas cards or incentives.

| Item | Calculation | Total Grant Funds Requested |
|-------------------------------|-------------|-----------------------------|
| NA | | |
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| | | |
| | | |
| TOTAL FUNDS REQUESTED: | | |

TOTAL MATCHING FUNDS: _____

If you are requesting funds from this line item you must provide a 10% match. To obtain total matching funds divide "Total Funds Requested" by 9. Please explain below where the matching funds will be allocated from.

EXPLANATION:

Budget Priority Form

Please list the budget items you requested in the order of funding priority. Please use the same nomenclature you used on the budget detail form so we can match up your request.

Example:

| Priority # | Budget Category | Item Description | Amount |
|------------|-----------------|---------------------------------|----------|
| 1. | A | Coordinator Salary and Benefits | \$60,000 |
| 2. | F.2 | Treatment Provider | \$50,000 |
| 3. | F.1 | Drug Tests | \$20,000 |

| Priority | Budget Category | Item Description | Amount |
|----------|-----------------|---|-----------|
| 1. | A | Coordinator and Case Manager Salaries/Benefits | \$112,272 |
| 2. | F.2 | Contract Personnel | \$53,200 |
| 3. | F.1 | Drug Testing Supplies & Drug Screens Administered | \$22,500 |
| 4. | D | Travel | \$7,800 |
| | | | |
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| | | | |
| | | | |
| | | | |
| | | | \$195,772 |



BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

| | | | | | | | |
|---|---|-----------------------------|-----|--|--|----|---|
| DEPARTMENT MAKING REQUEST: County Manager | MEETING DATE: 03.15.2016 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">RESOLUTION ATTACHED?</td> <td style="width: 10%; text-align: center;">YES</td> <td style="width: 10%;"></td> </tr> <tr> <td></td> <td style="text-align: center;">NO</td> <td style="text-align: center;">X</td> </tr> </table> | RESOLUTION ATTACHED? | YES | | | NO | X |
| RESOLUTION ATTACHED? | YES | | | | | | |
| | NO | X | | | | | |

REQUESTED MOTION OR ITEM TITLE:

Discussion Only: Groundwater Permit – City of Pembroke

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:
 The City of Pembroke has requested permission to file for a groundwater permit inside of Bulloch County on Ash Branch Church Road. The County Manager will introduce the topic, but will not recommend action at this time, but instead further deliberation.

| AGENDA CATEGORY | FINANCIAL IMPACT STATEMENT | | | | | |
|---------------------|----------------------------|-----|---|---|-----|---|
| (CHECK ONE) | BUDGETED ITEM? | YES | N | AMENDMENT OR TRANSFER REQUIRED? | YES | N |
| | | NO | N | | NO | N |
| PRESENTATION | | | | ATTACH DETAILED ANALYSIS, IF NEEDED: Detailed analysis attached. No impact on County finances. | | |
| PUBLIC HEARING | | | | | | |
| CONSENT | | | | | | |
| NEW BUSINESS | X | | | | | |
| UNFINISHED BUSINESS | | | | | | |
| OTHER | | | | | | |

| AGENDA ITEM REVIEW AND APPROVAL | | | | | | | | | | | |
|---------------------------------|--|--------------------|--|---------|--|--------------|---------|-----------------------|--|----------------|-------------|
| DEPARTMENT DIRECTOR | | PURCHASING OFFICER | | OTHER | | COUNTY CLERK | | COUNTY STAFF ATTORNEY | | COUNTY MANAGER | |
| YES | | YES | | YES | | YES | ✓ | YES | | YES | ✓ |
| NO | | NO | | NO | | NO | | NO | | NO | ✓ |
| INITIAL | | INITIAL | | INITIAL | | INITIAL | OB | INITIAL | | INITIAL | [Signature] |
| DATE | | DATE | | DATE | | DATE | 3-11-16 | DATE | | DATE | 3.11.16 |

| COMMISSION ACTION AND REFERRAL | |
|--------------------------------|--------------------------------|
| APPROVED | DATE TO BE RETURNED TO AGENDA: |
| DENIED | NOTES: |
| DEFERRED | |

Subject: Follow up with EPD

Date: Monday, February 22, 2016 at 9:43:27 AM Eastern Standard Time

From: Matthew Barrow

To: tmcouch@bullochcounty.net

CC: mayor@pembrokega.net

Good morning Tom,

I received a follow up call this morning from Bill Frechette at the Georgia EPD Atlanta office for municipal groundwater permitting to discuss the City of Pembroke's proposed project. Bill was careful to preface our conversation with the fact that his comments and opinions are based upon current conditions and that the Director has final authority.

We reviewed the conditions surrounding the project, specifically that EPD has previously published documents that drilling a well in the green zone is an acceptable alternative along with other alternatives. Those other alternatives being an evaluation of other aquifers and water sources, which the City has evaluated and determined to be either not feasible or not available. Bill confirmed that EPD will be the entity permitting the groundwater withdrawal and that building permits and utility encroachment permitting should be handled at the local level.

We finally discussed what I believe was of greatest concern for Bulloch County, the possible impact to Bulloch County for future permitting if Pembroke is allowed to construct a well in Bulloch County. Bill's response to this was similar to the discussion in your office with the addition of an example. At this time and given current conditions, and although it is not very probable, the City of Pembroke drilling a well in Bulloch County may have an impact on Bulloch County's ability to permit a future well. This would apply if Bulloch County were attempting to drill a well 10' from the City of Pembroke well and did not meet minimum separation requirements that apply to all general permits throughout the state. This example was the only situation that we could provide in which a Pembroke well in Bulloch County would impact a future permit request by Bulloch County. I know this would be an extreme case, but at this time would be the only scenario in which Bulloch County would be impacted. So as long as the need justifies the request, and guidelines of EPD are followed, Bulloch County should not be impacted on future withdrawal applications by the proposed withdrawal application of the City of Pembroke.

I hope we have addressed as many of your concerns as possible and look forward to meeting again to discuss the project. If any of the explanation or information above is hard to follow or requires additional clarification, please don't hesitate to contact me. Also, feel free to contact Bill Frechette with EPD for any questions you feel more comfortable discussing with him.

Regards,
MB

Matthew J. Barrow, P.E.
Vice President



309 North Main St.
P.O. Box 649
Hinesville, Ga 31313
Off: (912).368.5212
Fax: (912).368.6071
mbarrow@pcsimonton.com
www.pcsimonton.com

Subject: City of Pembroke - Proposed well

Date: Thursday, February 18, 2016 at 1:33:33 PM Eastern Standard Time

From: Matthew Barrow

To: tmcouch@bullochcounty.net

CC: mayor@pembrokega.net

Good afternoon Mr. Couch,

I have attached a copy of the Preliminary Engineering Report used in one of the funding applications for the project. This report is a little easier to read than the technical report prepared for USDA. Please share this with the Commissioners if they request additional information. If there are additional technical questions not addressed in the report I will be glad to meet with you or any of them and answer questions.

I have copied the Mayor with this email and either she or Ricky McCoy will contact you to follow up in about two weeks.

Regards,
MB

Matthew J. Barrow, P.E.
Vice President



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2016 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

PRELIMINARY ENGINEERING REPORT

WATER SUPPLY AND STORAGE TANK
FOR
THE CITY OF PEMBROKE, GEORGIA

FEBRUARY 12, 2016

P.C. SIMONTON & ASSOCIATES, INC.
CONSULTING ENGINEERS

309 NORTH MAIN STREET, P.O. BOX 649
HINESVILLE, GEORGIA 31310
(912) 368-5212

1050 PARKSIDE COMMONS, SUITE 101
GREENSBORO, GEORGIA 30642
(706) 454-0870

PCS No. 2013-49

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APPENDICES

Appendix A – Project Maps

Appendix B – Project Opinion of Probable Cost

Appendix C – Wetland & Flood Maps

Appendix D – Water Rates Dashboard

GENERAL

The purpose of this Preliminary Engineering report is to establish and evaluate the need for a new municipal water supply and water storage tank for the City of Pembroke, Georgia. The report will identify the need and evaluate all alternatives to meet the need. It will also present detailed design criteria, cost estimates and environmental consideration of the selected alternative.

In the mid 90's the City of Pembroke began annexation of unincorporated areas at the northern boundary of the city. City services such as water, sewer and garbage collection had been extended into this unincorporated area in the past without an overall service plan. The services were randomly extended to meet the needs at that time. In order to provide better service and plan for the future, the city annexed this area. This expanded the existing city population by approximately 20% at that time, and the city population has continued to grow with new development and re-development.

The Fort Stewart Military Reservation is adjacent to the southern City limits and has a significant impact on the growth of the City. Pembroke has experienced sporadic periods of growth in the past. These growth periods were related to activities in the area. The continued growth of Fort Stewart has been a contributing factor to the City's growth.

The City of Pembroke currently operates two (2) Floridan aquifer groundwater wells for municipal water supply. Withdrawal from the aquifer is permitted by the Georgia Department of Natural Resources (DNR) -Environmental Protection Division (EPD). Bryan County and the City of Pembroke are currently located in the Yellow Zone Management Sub-Region for groundwater withdrawals from the Floridan aquifer as specified by the Georgia DNR-EPD. Restrictions on withdrawals from the Floridan aquifer within the Yellow Zone have varied since the management zone inception. Currently these restrictions limit the City of Pembroke to its permitted annual daily average withdrawal of 0.306 million gallons per day (MGD) indefinitely, with no indication that additional capacity will become available in the future. Georgia EPD has also approved a 3.6% reduction to permitted withdrawals within the Yellow Zone, reducing the City's permitted withdrawal for 2025 to 0.295 MGD.

The City of Pembroke currently withdraws an average of 245,000 gallons from the Floridan aquifer and has one elevated storage tank with a capacity of 150,000 gallons and approximately 100,000 gallons short of the average daily consumption. With this tank periodically removed from service for maintenance and one failing well, there are concerns of an eminent water outage and shortage of water supply and pressure during a fire fighting event when these events align.

TARGET AREA NEEDS ASSESMENT

The target area of this project, the entire city, was evaluated to identify any infrastructure needs. Three independent needs were identified; a failing drinking water well at City Hall, inadequate drinking water/fire protection storage, and sanitary sewer inflow/infiltration (I/I) in the original gravity sewer system mains.

The City of Pembroke currently has an annual program in which it actively identifies and repairs I/I issues in the original gravity sewer system as an ongoing project. The Potable Water System needs within the project area will be discussed, evaluated, and summarized later in this report. Recommendations to reconcile the needs will also be discussed later in this report as the work scope proposed for this project.

PROJECT DESCRIPTION

A. Existing System:

The City's water distribution system was initially installed in the 1940's. The system currently consists of approximately 25 miles of water mains, two Upper Floridan Aquifer wells and one elevated water storage tank.

As mentioned above, the target area is comprised of the entire city. The immediate water system needs consist of water supply and storage that affects all residents and customers of the City's water system. A map of the target area (City Limits) can be found in Appendix A.

The City currently operates two groundwater wells. One well is located on the City Hall site, while the other is located at the public works site on Harn Street. The well at City Hall was the first well installed in the city during the 1940's and is currently experiencing degradation issues including a deteriorating casing and excessive pump wear. Over the last few years the production capacity of this well has been notably reduced. Its current production capacity is approximately 160 GPM, almost 50% of its design flow. The failure of the casing continues to exacerbate the wear and eminent failure of the pump, which was previously replaced in 2000. Without this pump in service, the well at the public works site is not capable of sustaining fire protection throughout the City. Replacement of this well and pump is essential to maintaining fire protection for the residents and businesses in the city.

The City of Pembroke adopted a conservation oriented rate structure in 2008 as required for the Georgia EPD Groundwater Withdrawal Permit. Base rates for water and sewer allow for 2,000 gallons per month usage and vary depending on the application and water meter size. Usage rates are as follows:

Water

| Rate Block | Usage Fee |
|-------------------|------------------|
| 0 - 2,000 | Base Rate |
| 2,001 - 5,000 | \$1.60/1,000 |
| 5,001 - 9,000 | \$2.00/1,000 |
| 9,001 - 13,000 | \$2.20/1,000 |
| 13,001 - 19,000 | \$2.40/1,000 |
| > 19,000 | \$2.60/1,000 |

Base rate minimums for the different applications and meter sizes for water and sewer are as follows:

Water Rates (Base Rate):

Residential ¾" = \$26.50

Residential 1" = \$45.00

Commercial ¾" Meter = \$45.00

Commercial 1" Meter = \$75.00

Commercial 1 ½" Meter = \$100.00

Commercial 2" Meter = \$175.00

Commercial 4" Meter = \$500.00

The City of Pembroke municipal water system currently serves 1,045 water customers and the sewer system serves 1,002 customers. According to the most recent 2014 data available, residential customers make up 90% of the customer base and currently account for approximately 78% of the water/sewer billed. Commercial and Industrial customers make up 10% of the customer base and account for approximately 22% of the water/sewer billed.

B. Proposed Water System Improvements:

The proposed project area consists of the entire water service area. A map of the project area can be found in Appendix A. The failing well and pump and the City Hall site will be replaced with a new well located along Ash Branch Road, approximately 3.8 miles north of the existing well at City Hall. Approximately 13,000 linear feet of 12" watermain will be installed along Ash Branch Road from the well site to Owens Road where it will be connected to the existing 10" watermain. New fire hydrants will be installed along the route to provide improved fire protection for the residents adjacent to the existing smaller watermain as well as extending fire protection to the residents north of Simms Road.

A new 250,000 gallon elevated storage tank will be constructed on land currently owner by the City of Pembroke located on Simms Road, west of Ash Branch Road. The new tank will allow the city to improve fire protection for its residents as well as comply with current EPD guidelines for public water systems.

Due to the critical functions associated with these needs, the proposed project has received further consideration for improvements to domestic water service and fire protection. Once construction of all improvements has been completed all operation and maintenance requirements will be satisfied utilizing the City's employed workforce. The City of Pembroke currently has 1,045 water customers with 4 of the customers being outside the City of Pembroke. The sewer system has 1,002 customers with 0 of the customers being outside the City limits.

C. *Alternative Consideration:*

Design standards for this project will meet current Georgia Environmental Protection Division "Minimum Standards for Public Water Systems" and the rules and regulations for municipal wastewater systems.

In order to meet the needs of the residents in the City of Pembroke, some action is required. Merely to leave the conditions as they are would result in failure of the city hall well, continued sedimentation of customer fixtures downstream of the well and inadequate fire protection. Understanding the need for improvements in the target area the City has evaluated several alternatives as well as funding for these alternatives. Currently the City has outstanding debts for a waste water treatment facility (WWTF) constructed in 2004, a water/sewer expansion constructed in 2009, and a sewer expansion constructed in 2014. The WWTF was constructed with a loan from USDA which has a current balance of \$3,121,659, the water/sewer expansion in 2009 was funded through a local bank with a current balance of \$577,890, and the 2014 sewer expansion was funded with a loan from USDA which has as current balance of \$676,848. At this time local banks are not competitively participating in municipal lending and a loan from the Georgia Environmental Facilities Authority (GEFA) would require rate increases of at least \$3.00 per month per customer. The City has collaborated with USDA to obtain partial grant funding for the project but cannot afford the balance of the project cost as a loan.

At this time the City of Pembroke already has the highest monthly residential water bill in the coastal water region according to the UNC/GEFA Water Rates Dashboard. Although the Water Rates Dashboard indicates the City's monthly water rates are 1.10% of the Median Household Income (MHI), this data may be misleading. The Water Rates Dashboard has derived this estimate based upon the 2009-2013 Census Bureau estimate. This data reports that the MHI for Pembroke is now \$34,572; however this information has a 25% margin of error (\pm \$8,000) according to the census. A more recent USDA funded project determined that the MHI ranged from \$28,000 to \$30,000 (well within the margin of error), which puts the City's current water rates at or above 1.25% of the MHI. Due to the nature of current high water rates and impact of borrowing additional funds from GEFA, it is recommended to pursue a CDBG grant from DCA.

Below are the specific alternatives evaluated based upon the best information available:

1. *No Action:* This alternative would consist of no action and current conditions would continue to worsen, leaving the residents of the city in jeopardy of complete well failure and no or poor fire protection. Estimated cost is \$0.00.
2. *Construct a new surface water treatment facility and withdraw water from the Canoochee River:* This alternative would develop a surface water treatment plant for treatment of surface water drawn from the Canoochee River. Approximately 44,000 linear feet of transmission main would be installed along US Highway 280 to the intersection of Clanton Street where it would connect to the existing water distribution system. Due to concerns

of environmental impacts by this alternative during periods of low stream flow, no further consideration will be given to this alternative. Estimated cost is \$5,149,107.

3. *Develop a Miocene well field within the City Limits:* This alternative would entail constructing and developing multiple new Miocene wells within the city limits. In 2014 an investigation of the Miocene aquifer was conducted to determine if the quality and quantity of water in the aquifer was sufficient to serve as a viable source for drinking water. Results from the study determined the quality of water was suitable for drinking water, however the quantity of production was so low that many wells would be required to service the current water demands of the City. The Miocene aquifer is known to be inconsistent and potentially non-sustaining for long term use or heavy demands. For these reasons no further consideration will be given to this alternative. Estimated cost is \$3,099,348.
4. *Construct a new Upper Floridan Aquifer well in the Green Zone and a transmission line back to the existing system:* This alternative would entail construction of a new UFA well in the green zone (Bulloch County) and a transmission line connecting the new well to the existing distribution system. The UFA is a known source of high quality drinking water capable of producing a sufficient supply of water to serve the needs of the City's residents. Estimated cost is \$2,525,608.
5. *Purchase wholesale water from Bryan County Development Authority:* This alternative would consist of purchasing wholesale water from the Bryan County Development Authority and transmitting the water back to the existing city system. Installation of the transmission watermain would require more than 12 miles of piping and several booster pumping stations to maintain pressure within the line. The transmission main route contains many environmentally sensitive areas that would require permitting through the Clean Water Act. Estimated cost is \$4,719,067.

D. *Selected Alternative:*

The best alternative is to construct a new UFA well in Bulloch County and transport the water back to the existing system at the intersection of Ash Branch Road and Owens Road. A new elevated storage tank will be constructed at the existing WWTF on Simms Road and existing meters will be upgraded with automatic read type meters. This will solve immediate problems as well as long term problems by replacing the failing well and also increasing the permitted withdrawal capacity.

DESIGN STANDARDS AND PARAMETERS

The Environmental Protection Division, Public Water Systems section uses the Ten States Standards as a guide to establish the minimum standards that govern the operation

of municipal systems. These documents will be used as a guide for the development of the proposed improvements.

Minimum Standards for Public Water Systems states:

“...it must be understood that development and operation of all public water systems are required, by law, to comply with the Georgia Rules for Safe Drinking Water, Chapter 391-3-5, promulgated under the Georgia Safe Drinking Water Act.”

APPROVALS AND PERMITS NEEDED

A. Approvals

Since this project includes improvements to the City’s potable water distribution system approval of the entire project is required by the Environmental Protection Division. Construction plans will be submitted to Georgia EPD by August 2016, with an expected approval date of October 2016.

B. Permits

Erosion and sediment control plans will be prepared to obtain a land disturbing permit, show storm water monitoring points for the project and comply with NPDES phase 2 requirements for construction sites. Also, a “Notice of Intent” will be submitted to the Environmental Protection Division after the project is bid so that the contractor can be identified as the Operator under the NPDES permit.

C. Property, Right-of-Ways, and Easements

The proposed elevated storage tank will be constructed on property currently owned by the City of Pembroke. The proposed well will be located in Bulloch County along I.G. Lanier Road on approximately 1 acre to be acquired by the City. The transmission main from the well to the existing City distribution system will be installed within existing city and county rights of way. A Threatened and Endangered Species study has been conducted for the entire project area in coordination with the US Fish and Wildlife division.

D. Coordination with other Utilities and Agencies

The initial steps of the engineering process are to gather information on existing facilities. This includes location of all utilities in the project area. We will review the current plan with other utilities and anyone that may be affected by possible lane and/or roadway closures. Upon concurrence of the current plan by all parties, final adjustments will be made. Any conflicts or problems will be resolved at this stage.

E. Comprehensive Plan and/or Service Delivery Strategy Plan Conflicts

This project is consistent with the Comprehensive Plan and Service Delivery Strategy.

F. Flood Plain and Wetlands

The City of Pembroke has FEMA flood maps. The project route will cross two ditches, and both are considered wetlands and within the 100-year flood plain. Crossing the two

ditches in the project area will be accomplished by utilizing directional boring methods. This process will eliminate any disturbance within jurisdictional wetlands and the 100-year flood plain. No permitting through USACE or FEMA will be required.

METHODOLOGY

A. General:

Upon issuance of the Notice to Proceed, field information will be gathered, design completed and approvals/permits obtained. Once all approvals have been obtained the project will then be advertised for bid. Upon acceptance of the bids, the pre-construction conference will be scheduled and all parties will be briefed on the project.

Existing utility owners will be present to coordinate construction. Upon completion of this briefing work will begin. Work on the water mains will take about six months to complete.

B. Obstacles:

At this time there are no known obstacles other than the traffic control that will be required while installing transmission water mains along Ash Branch Road. Since most of the water mains are on existing rights of way traffic will be affected during most of the project.

SCOPE OF ENGINEERING SERVICES

P.C. Simonton & Associates, Inc. has assisted many governmental agencies in completing construction projects of various descriptions. These projects include involvement from concept to completed construction and include to some degree the following work items.

Field Investigation
Design and Plan Preparation
Assistance in Bidding and Award
Construction Observation
As-Built Preparation and Project Closeout

A. Field Investigation:

The initial field investigation will involve gathering information on the existing facilities in the area. More specifically, the investigation will include location of all utilities and drainage structures for possible conflicts; and location of buildings, roadways and any other existing facilities within the project area. In addition, a topographic survey will be included to provide vertical information on the area to be used during design. During the investigation phase a geotechnical study will be conducted on the proposed tank site for footing design.

This information will be used during design to avoid conflicts with other utilities and to prepare construction details on the individual residential connections. Also during this

phase of the project, a pre-design conference will be held with the city representative to determine its needs and desires as related to the project.

B. *Design:*

The actual nuts and bolts design will follow using the data collected in the previous task. This portion of the project will be closely coordinated with city personnel to ensure that the system installed considers long term operation and compatibility with the existing equipment. Plans and specifications will be prepared and reviewed with the city representative, then submitted to the regulatory agencies for permitting. Once approval has been obtained, bid documents will be prepared in accordance with the City of Pembroke requirements and distributed to the City of Pembroke, approved contractors and plan rooms. In addition to design, Highway Department permits will be prepared where applicable, and necessary easements and rights of way will be obtained at this time. We will assist the city in obtaining the easements and property and will supply necessary surveys.

C. *Bid and Award:*

P.C. Simonton & Associates, Inc. maintains a list of prequalified contractors that have shown physical and financial ability to perform projects of a certain nature. This prequalification requirement helps "weed out" undesirable contractors prior to the bidding process.

In addition to notifying contractors and plan rooms, the project will be publicly advertised in the local newspaper in accordance with state and city requirements. All questions and inquiries regarding the project will be handled directly by the engineer.

Representatives from P.C. Simonton & Associates, Inc. will attend the bid opening at The City Hall and assist the City of Pembroke in opening and evaluating the bids. After the opening, a bid tabulation will be prepared and the low bidder investigated as to his capabilities. Once we are satisfied with the bid and bidder, submittals to the appropriate grant agency will be made to obtain contractor approval. Upon successful completion of this process, a recommendation of award will be made to the City of Pembroke. Contracts will then be prepared to include all applicable federal wage and labor provisions and presented to the contractor for execution. This contract, including performance/payment bonds and insurance certificates, is then presented to the City of Pembroke for execution.

D. *Construction Observation:*

A pre-construction conference will be scheduled upon execution of the contracts. This meeting will include a city representative, the contractor, the engineer, and representatives from all utilities.

The construction schedule will be discussed and a general overview of the project will be made to ensure easy coordination between all parties. At this time, the contractor will be advised of the requirements placed on him by the city. Any questions concerning work schedule, city involvement, and contractor pay requests will be addressed at this time.

Shop drawing review becomes an important factor at this point to ensure that the contractor is supplying materials in accordance with the requirements of the city. Shop

drawing review and close inspection of the installation will ensure a quality job for the city.

Inspection services will include observation of the actual installation, preparation of change orders, review of pay requests, assistance to the grant administrator, ensuring compliance with grant requirements, and presenting progress reports to the City of Pembroke on a regular basis.

E. *Project Close Out:*

During the construction inspection phase of the project, plans will be updated on a weekly basis with as-built information. In addition, the Construction Manager will keep a diary of the installation. Upon completion, this information will be used to prepare record drawings for the City of Pembroke. The record drawings will be produced on the CADD system mentioned earlier.

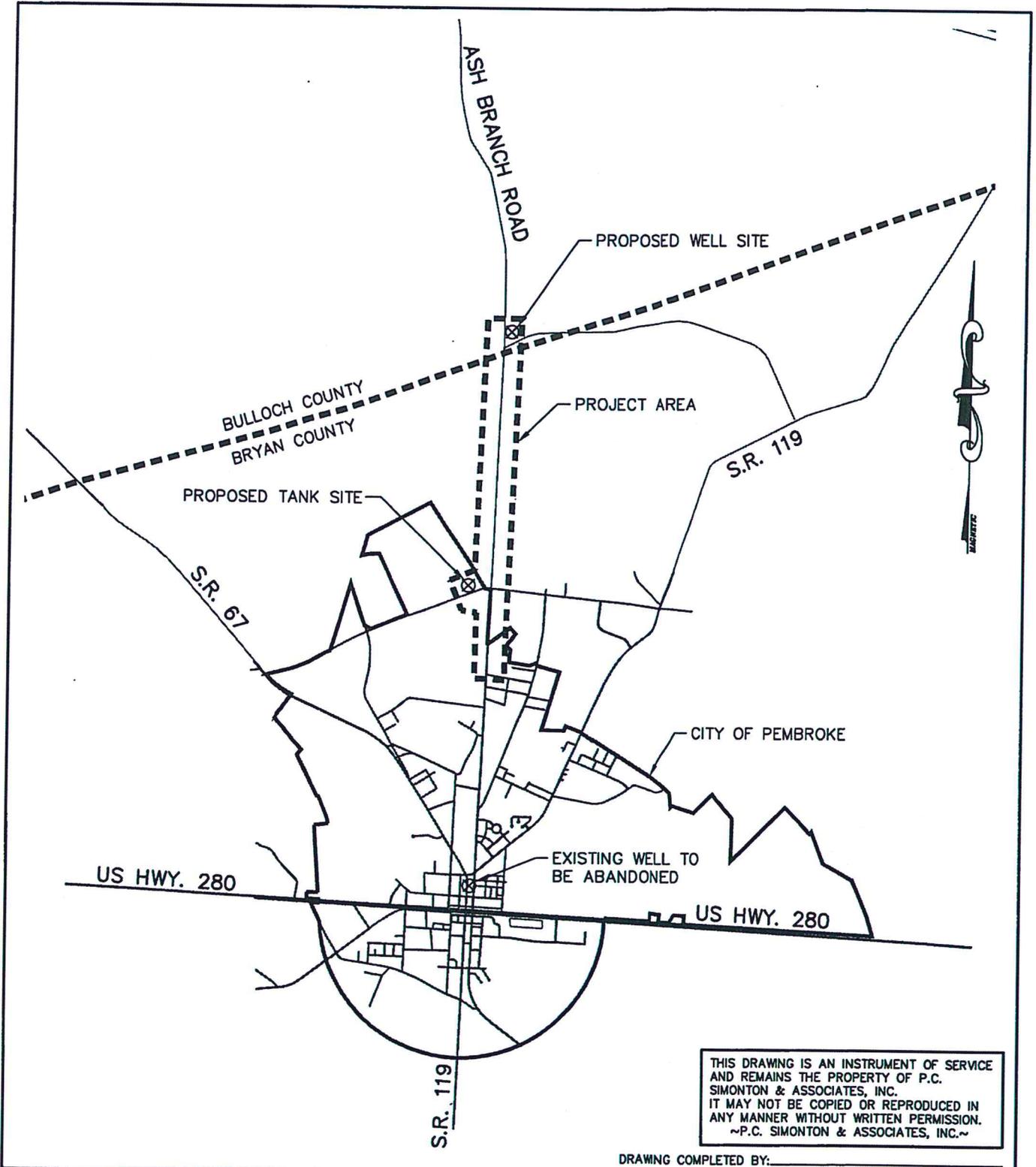
In addition to as-builts, warranty certificates on equipment and operation manuals will be provided to the city representative. These documents plus final inspection and certifications will be provided in accordance with contract requirements.

IMPLEMENTATION SCHEDULE FOR WATER IMPROVEMENTS

The following milestones and deliverables are listed with their anticipated completion dates:

| | |
|--|---------------|
| Plan, Specification and Bid Document Preparation | August 2016 |
| EPD Review and Approval | October 2016 |
| Bidding and Award | March 2017 |
| Construction | November 2017 |
| Project Closeout | January 2018 |

APPENDIX A
PROJECT MAPS



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DRAWING COMPLETED BY: _____

Project Area Map

DATE: FEBRUARY 18, 2015
 FILE NO: 2013-49 PRE4
 SHEET: 1

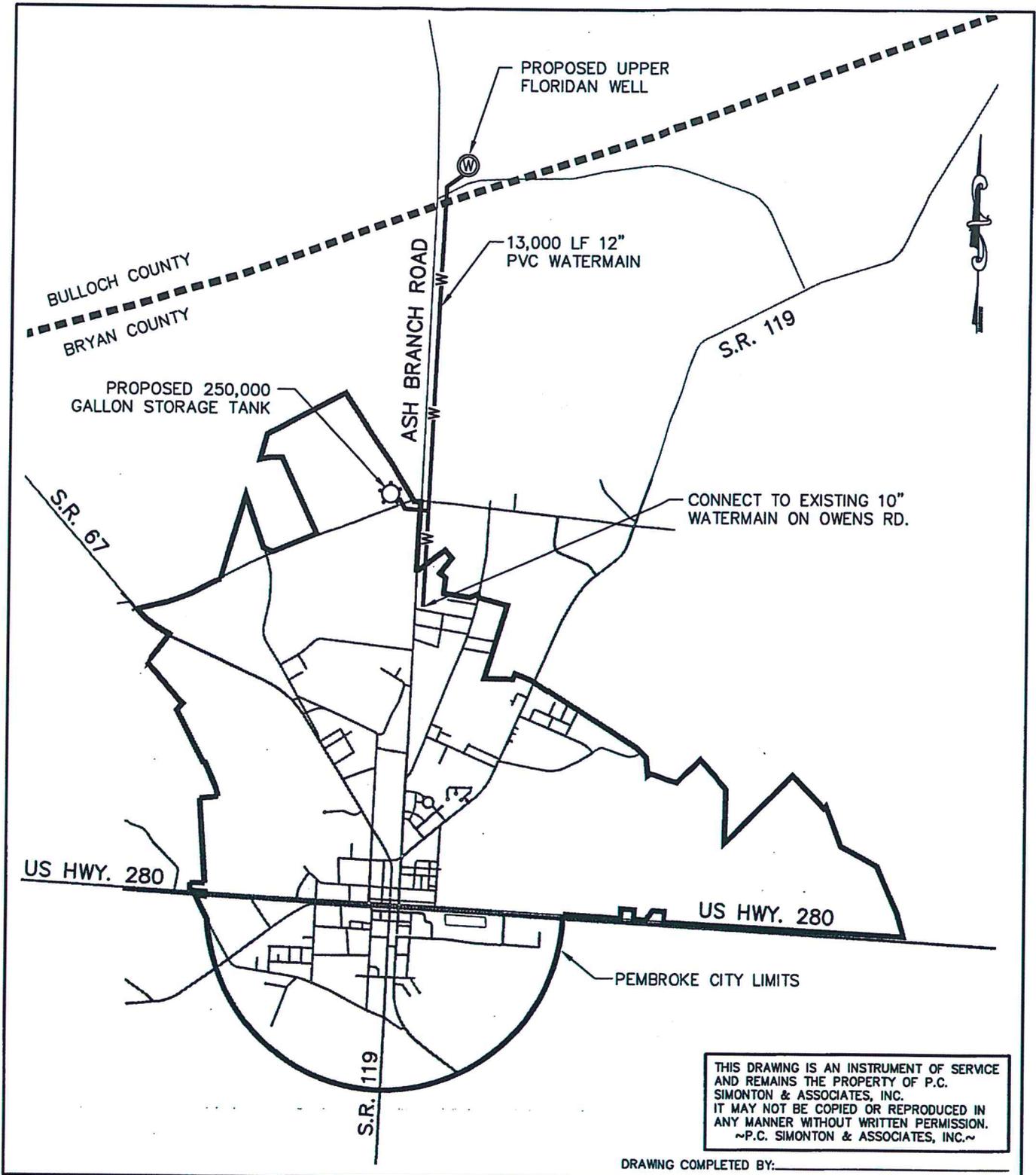
New Water Tank & Water Source for City of Pembroke

Pembroke
 Bryan County, Georgia

P.C. Simonton & Associates, Inc.
 Consulting Engineers

309 NORTH MAIN STREET
 P.O. BOX 649
 HINESVILLE, GA 31313
 TEL: (912) 368-5212

1050 PARKSIDE COMMONS
 SUITE 101
 GREENSBORO, GA 30642
 TEL: (706) 454-0870



**Alternate #A-4
Schematic Map**

DATE: FEBRUARY 18, 2015
FILE NO: 2013-49 PRE1
SHEET: 1

**New Water Supply
& Storage Tank
for
City of Pembroke**

City of Pembroke
Bryan County, Georgia

**P.C. Simonton
& Associates, Inc.**
Consulting Engineers

309 NORTH MAIN STREET
P.O. BOX 649
HINESVILLE, GA 31313
TEL: (912) 368-5212

1050 PARKSIDE COMMONS
SUITE 101
GREENSBORO, GA 30642
TEL: (706) 454-0870

APPENDIX B

PROJECT OPINION OF PROBABLE COST

ALTERNATIVE #A-4 (CONSTRUCTION COSTS)

Predesign Opinion of Probable Cost

for

City of Pembroke - Water Supply

| Item No. | Est. Qty. | Units | Description | Unit Price | Total Price |
|-----------------|------------------|--------------|------------------------------------|-------------------|------------------------|
| 1. | | | | | |
| A. | 1 | LS | Clearing & Grubbing | | \$ 6,500.00 |
| B. | 13,000 | LF | 12" PVC Watermain | \$ 23.50 | \$ 305,500.00 |
| C. | 13 | EA | 12" G.V. | \$ 2,150.00 | \$ 27,950.00 |
| D. | 4 | EA | 6" G.V. | \$ 920.00 | \$ 3,680.00 |
| E. | 4 | EA | 6" Fire Hydrant Assembly | \$ 2,820.00 | \$ 11,280.00 |
| F. | 120 | LF | 18" Steel Cased Bore | \$ 200.00 | \$ 24,000.00 |
| G. | 200 | LF | 12" HDPE Directional Bore | \$ 100.00 | \$ 20,000.00 |
| H. | 3 | TN | Ductile Iron Fittings | \$ 5,000.00 | \$ 15,000.00 |
| I. | 35 | SY | Pavement Rem. & Repl. | \$ 80.00 | \$ 2,800.00 |
| J. | 1 | EA | 12"x10" Conn to Existing Watermain | \$ 1,600.00 | \$ 1,600.00 |
| K. | 1 | LS | Upper Floridan Well w/Pump | | \$ 165,000.00 |
| L. | 1 | LS | Well House w/Electrical | | \$ 250,000.00 |
| M. | 1 | LS | Well Site & Yard Piping | | \$ 55,000.00 |
| N. | 1 | LS | Back-up Generator | | \$ 45,000.00 |
| O. | 950 | EA | 3/4" AMR Meter w/Box (complete) | \$ 245.00 | \$ 232,750.00 |
| P. | 70 | EA | 1" AMR Meter w/Box (complete) | \$ 265.00 | \$ 18,550.00 |
| Q. | 15 | EA | 1 1/2" AMR Meter (complete) | \$ 450.00 | \$ 6,750.00 |
| R. | 10 | EA | 2" AMR Meter (complete) | \$ 650.00 | \$ 6,500.00 |
| S. | 1 | LS | Erosion Control | | \$ 45,000.00 |
| T. | 1 | LS | Mobilization | | \$ 62,143.00 |
| | | | Total | | \$ 1,305,003.00 |

ALTERNATIVE #A-4 (NON-CONSTRUCTION COSTS)

Predesign Opinion of Probable Cost

for

City of Pembroke - Water Supply

| | | |
|----|--|----------------------|
| A. | Preliminary Engineering | \$ 22,000.00 |
| B. | Engineering Design & Plan Preparation | \$ 100,485.23 |
| C. | Land & Easement Acquisition | \$ 15,000.00 |
| D. | Meter Reading software/equip | \$ 55,000.00 |
| E. | Construction Insp. & Document Compliance | \$ 57,420.13 |
| F. | Legal | \$ 25,000.00 |
| G. | Interest | \$ 43,000.00 |
| H. | Construction Contingency | \$ 130,500.30 |
| | Total | \$ 448,405.66 |

ALTERNATIVE #B-1 (CONSTRUCTION COSTS)

Predesign Opinion of Probable Cost

for

City of Pembroke - Water Storage

| Item No. | Est. Qty. | Units | Description | Unit Price | Total Price |
|-----------------|----------------------|--------------|-----------------------------------|-------------------|----------------------|
| 1. | | | | | |
| A. | 1 | LS | 250,000 Gallon Elev. Storage Tank | | <u>\$ 600,000.00</u> |
| | | | Total | | <u>\$ 600,000.00</u> |

ALTERNATIVE #B-1 (NON-CONSTRUCTION COSTS)

Predesign Opinion of Probable Cost

for

City of Pembroke - Water Storage

| | | |
|----|--|-----------------------------|
| A. | Preliminary Engineering | <u>\$ 8,000.00</u> |
| B. | Engineering Design & Plan Preparation | <u>\$ 50,160.00</u> |
| C. | Construction Insp. & Document Compliance | <u>\$ 29,040.00</u> |
| D. | Legal | <u>\$ 10,000.00</u> |
| E. | Interest | <u>\$ 15,000.00</u> |
| F. | Construction Contingency | <u>\$ 60,000.00</u> |
| | Total | <u>\$ 172,200.00</u> |

APPENDIX C
WETLAND & FLOOD MAPS

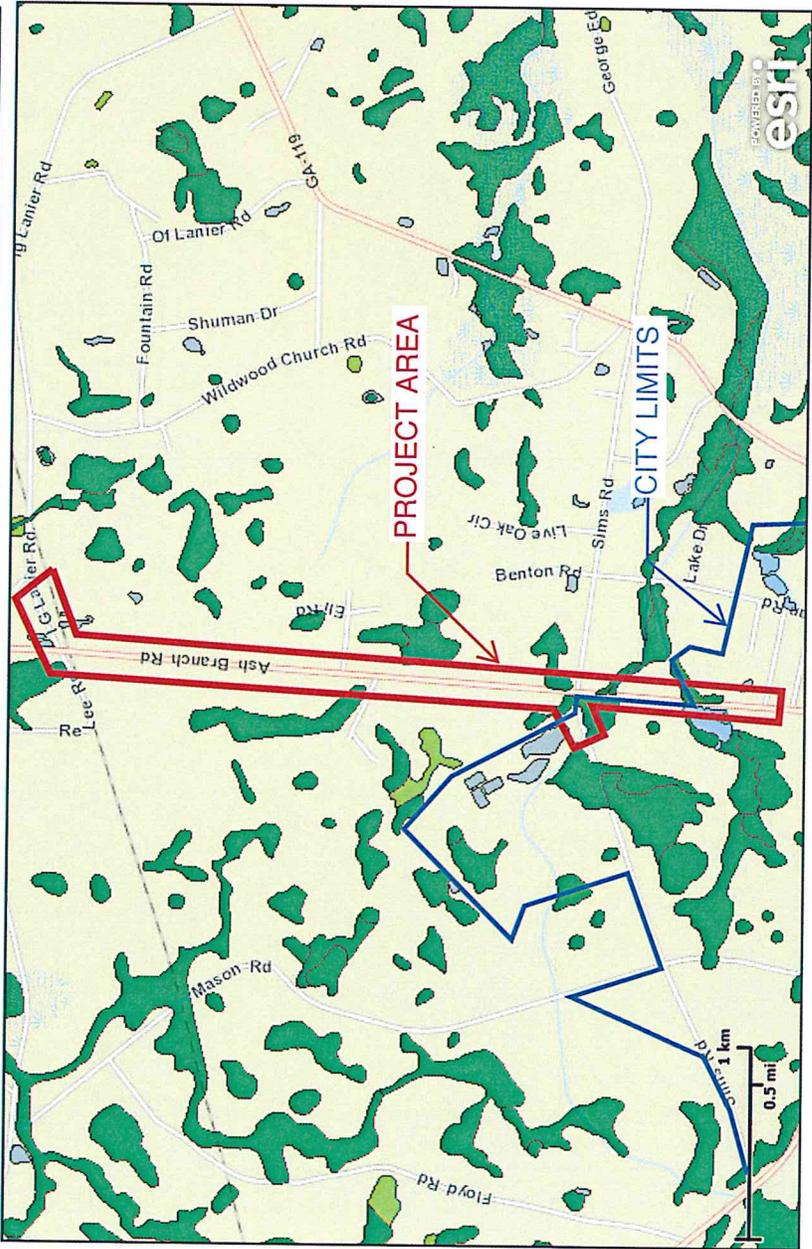


U.S. Fish and Wildlife Service

National Wetlands Inventory

Mar 3, 2015

- Wetlands**
- Freshwater Emergent
 - Freshwater Forested/Shrub
 - Estuarine and Marine Deepwater
 - Estuarine and Marine
 - Freshwater Pond
 - Lake
 - Riverine
 - Other



This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currency of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

User Remarks:

NATIONAL FLOOD INSURANCE PROGRAM AT 1300P538-6620

MAP SCALE 1" = 1000'

0 1000 2000
FEET

0 1000 2000
METERS

NFIP

FIRM

FLOOD INSURANCE RATE MAP

BRYAN COUNTY, GEORGIA AND INCORPORATED AREAS

PANEL 65 OF 425

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

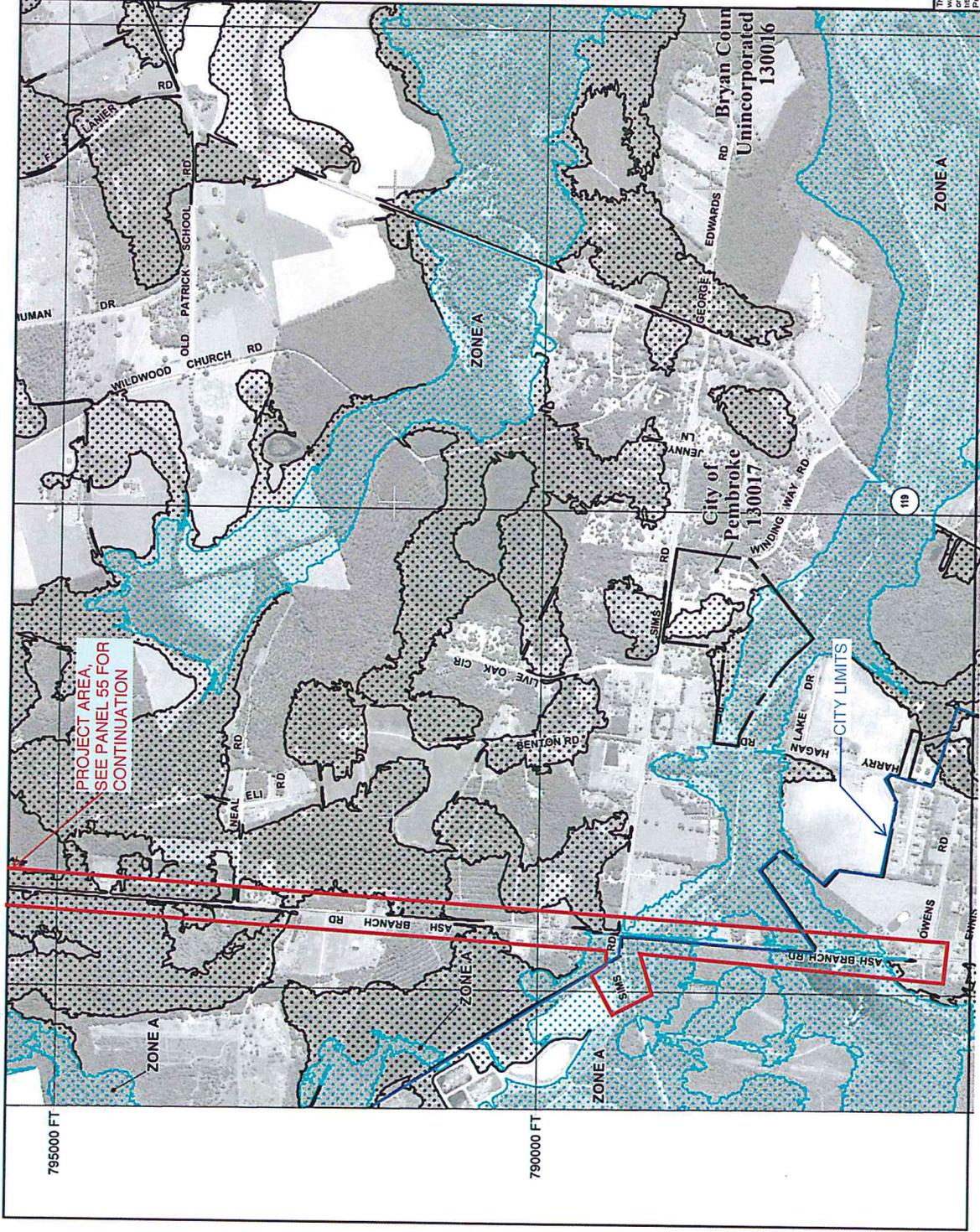
| COILS | NUMBER | DATE | STATUS |
|------------------|--------|------|--------|
| BRYAN COUNTY | 130014 | 0605 | D |
| PEMBROKE CITY OF | 130017 | 0606 | D |

Notes to User: The Map Number shown below should be used when placing map orders. The Community Number shown below is for use in insurance applications for the insured community.

MAP NUMBER
13029C0065D

MAP REVISED
MAY 5, 2014

Federal Emergency Management Agency

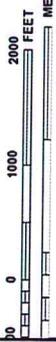


This is an official copy of a portion of the above referenced flood map. It is not to be used for any purpose other than the one for which it was prepared. Any use for other than the one for which it was prepared or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps, visit the FEMA Flood Map Store at www.msc.fema.gov

NATIONAL FLOOD INSURANCE PROGRAM at 1-800-538-6520



MAP SCALE 1" = 1000'



NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0065D

FIRM

FLOOD INSURANCE RATE MAP
BRYAN COUNTY,
GEORGIA
AND INCORPORATED AREAS

PANEL 65 OF 425

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

COLENS
COMMUNITY
BRYAN COUNTY

ISSUE DATE 12/04
EFFECTIVE DATE 02/05

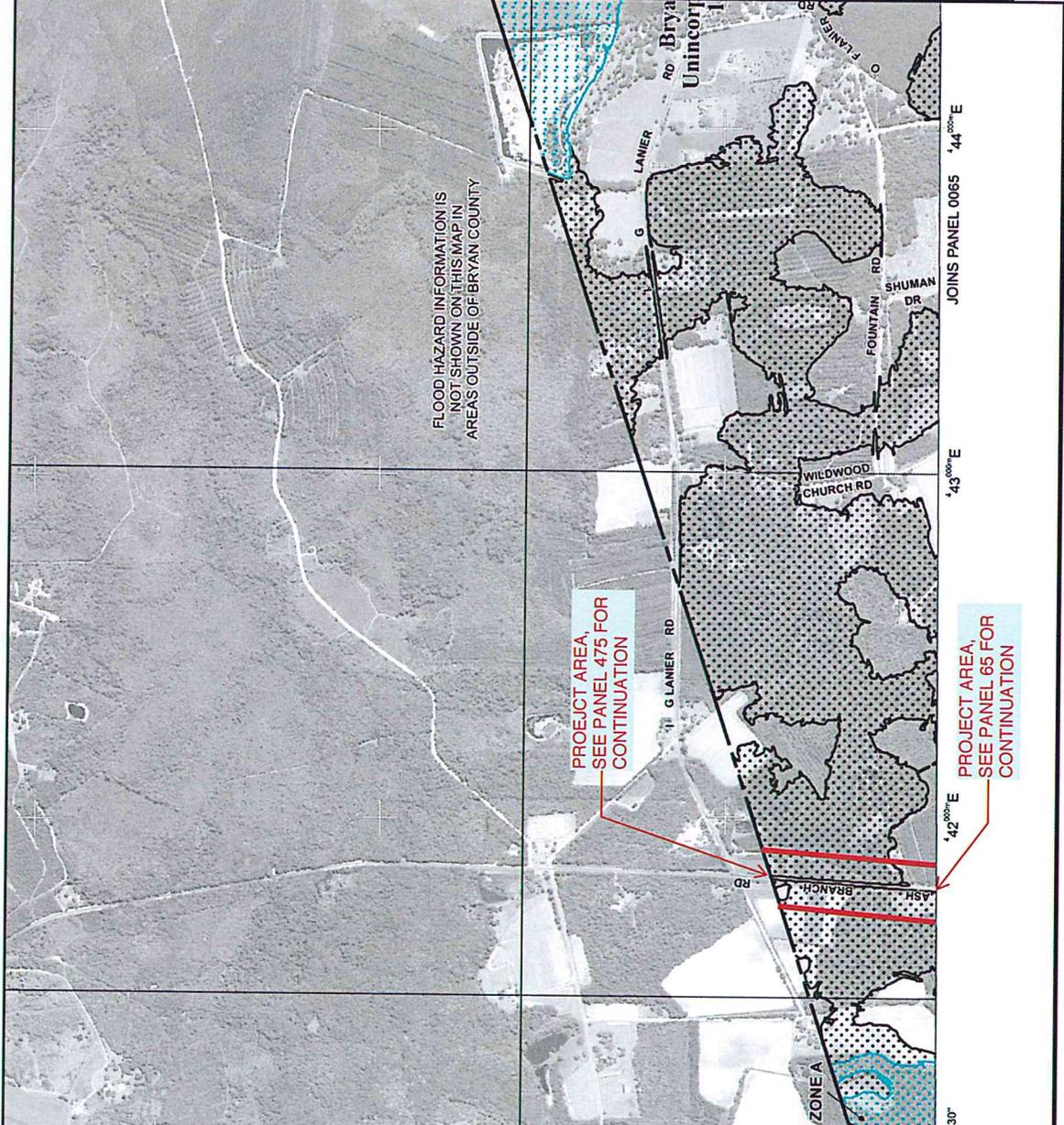
Notice to User: The Map Number shown below should be known to the user. The Map Number should be used on the Flood Insurance Rate Map for the subject community.



MAP NUMBER
13029C0065D
MAP REVISED
MAY 5, 2014

Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using FIRM On-Line. This map does not reflect changes to the flood hazard information that have occurred since the date of the title block. For the latest product information about National Flood Insurance Program flood maps, check the FEMA Flood Map Store at www.msc.fema.gov



FLOOD HAZARD INFORMATION IS NOT SHOWN ON THIS MAP IN AREAS OUTSIDE OF BRYAN COUNTY

PROJECT AREA, SEE PANEL 475 FOR CONTINUATION

PROJECT AREA, SEE PANEL 65 FOR CONTINUATION

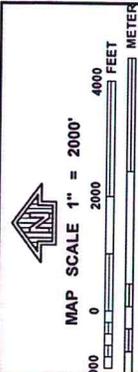
800000 FT

32°11'15" N
81°37'30" W

JOINS PANEL 0065 '44"E

'43"E

'42"E



NFIP
NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0475D

FIRM
FLOOD INSURANCE RATE MAP
BULLOCH COUNTY,
GEORGIA
AND INCORPORATED AREAS

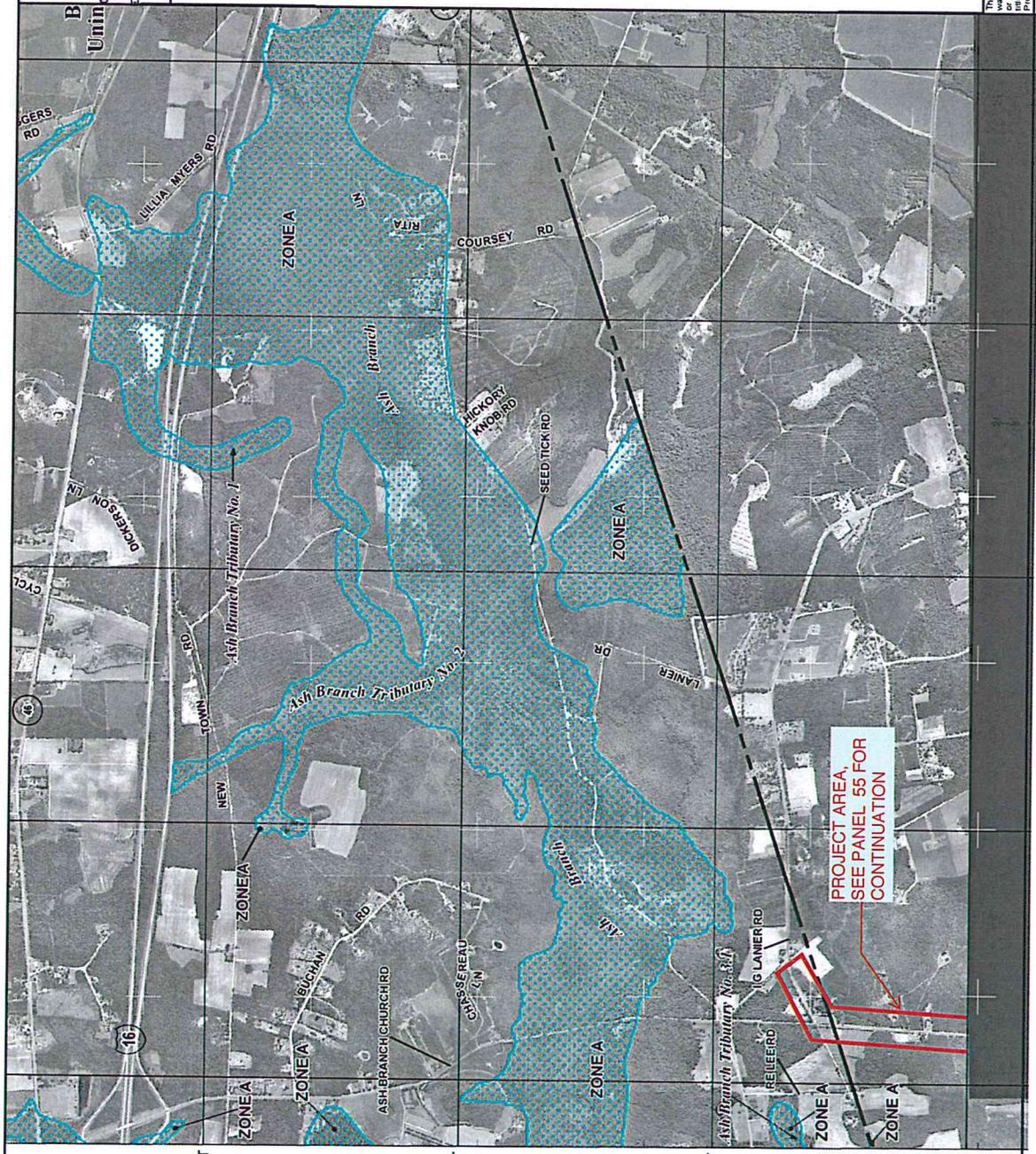
PANEL 475 OF 500
 (SEE MAP INDEX FOR FIRM PANEL LAYOUT)

SCALE: HORIZONTAL 1" = 2000' VERTICAL 1" = 4000'

MAP NUMBER 13031C0475D
 EFFECTIVE DATE AUGUST 5, 2010

Federal Emergency Management Agency

Notice to User: The Map Number shown below should be used when ordering map prints. The Community Number shown above this map should be used for information regarding the subject community.



810000 FT

805000 FT

800000 FT

JOINS PANEL 0450

795000 FT

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT Cro-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the map. For the most current information, please contact the National Flood Insurance Program. Flood maps may be purchased at www.maf.fema.gov

APPENDIX D
WATER RATES DASHBOARD

Pembroke

[Edit Data or Add Utility](#)

Rates Comparison

Characteristics [Links](#)

Select residential bill and monthly consumption amount

Water Bill
 Sewer Bill
 Water + Sewer Bill

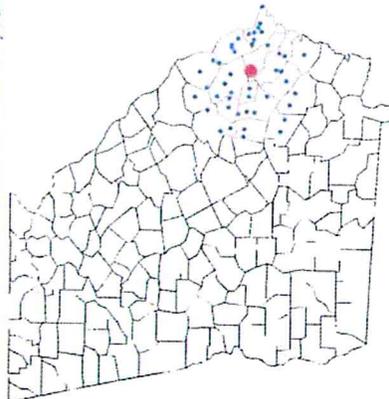
5,000 gallons
668 cubic feet

Monthly Water Bill: \$31.30

Local price estimate Basic Cable Bill in 2012: \$49.99 ?

Select comparison group: Within 50 miles distance

Comparing to all utilities within 50 miles of your utility



46 rate structures compared

Effects of raising rates by: **0%**

Conservation Signal

Water Price/1,000 Gallons, after 10,000 Gallons
Median: \$2.50



Min \$1.00 Max \$10.00

Bill Comparison

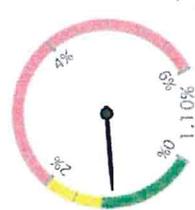
Water Bill at 5,000 gallons
Median: \$20.79



Min \$9.00 Max \$43.00

Affordability

Water Bills as % MHI



Cost Recovery

Operating Ratio Incl. Deprac. 2013



Conservation Signal

Water Price/1,000 Gallons, after 10,000 Gallons
Median: \$2.50



Min \$1.00 Max \$10.00

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