

HENRY COUNTY
GEORGIA

2020

QUARTERLY
REPORT

October - December



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2020



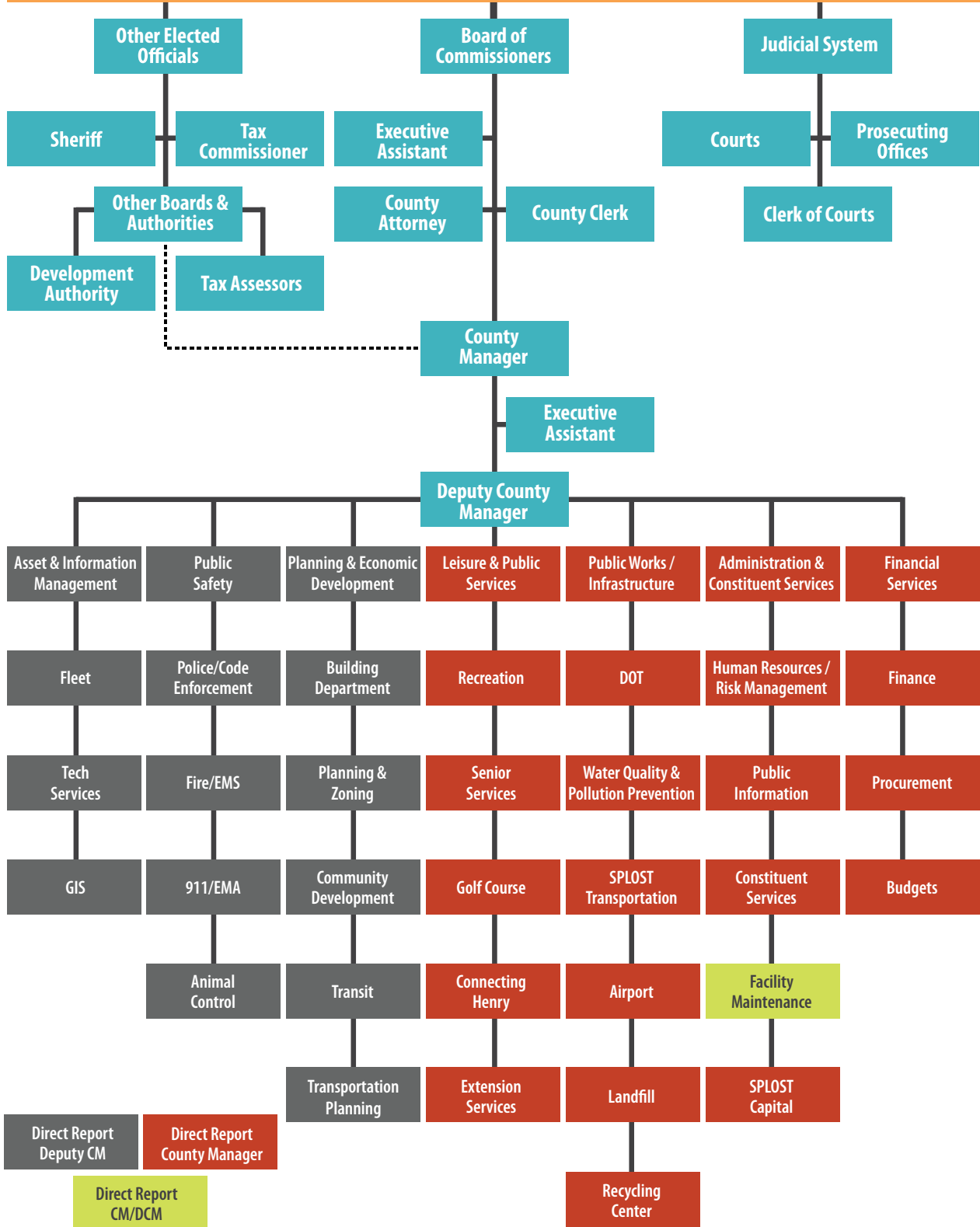
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CITIZENS OF HENRY COUNTY



WHY WE'RE HERE

HENRY COUNTY

Henry County Government works diligently to deliver superior government services to its citizens, businesses and stakeholders as fiscally responsible stewards of taxpayers' dollars.

We will continue to provide the highest caliber of service to citizens with a focus on public safety, economic development, transportation and quality of life initiatives, utilizing the latest technology and best practices to enhance the health, safety and welfare of our community.



VALUES

■ HENRY COUNTY

SERVICE

We strive every day to bring the highest level of service to our citizens in the most respectful and efficient manner.

INTEGRITY

We commit to being honest, respectful and accountable in all aspects of our government and on behalf of our citizens in adhering to the highest ethical practices.

TRANSPARENCY

We pledge to be open and clear in our actions and activities on behalf of the citizens of Henry County.

STEWARDSHIP

We commit to responsible fiscal management of county funds, property and resources.

INCLUSION

We are committed to serving all citizens and visitors, celebrating our diverse population and ensuring that all people feel valued, welcomed and heard.

INNOVATION

We work to continually find ways to better serve our community through technology, education and best practices, embracing new ideas and initiatives to enhance quality of life for all.

ATLANTA SPEEDWAY AIRPORT

KEY ACCOMPLISHMENTS/STATISTICS:

- Total Avgas Fuel Sales = \$75,956.11
- Total Avgas Gallons Sold = 22,923.39
- Total Jet Fuel Sales = \$80,158.66
- Total Jet Fuel Gallons Sold = 26,815.74
- Total Rental/Other Income = \$60,812.10
- FY'21 GDOT Contract for Taxiway Improvements, New Beacon and Tree Clearing Reimbursement Executed
- Received GDOT reimbursement for Tree Clearing project



WORKS IN PROGRESS:

- New FBO/Terminal Building Design In-Progress
- Replacement tractor for Airport bush-hog ordered by Fleet
- Working with AT&T for a permanent repair to their phone line to the AWOS equipment
- Working with Croy Engineering to develop layout for possible new T-Hangars and Box Hangars

ANIMAL CARE & CONTROL

KEY ACCOMPLISHMENTS/STATISTICS:

- Total calls answered: 924
- Warnings issued: 194
- Citations issued: 45
- Court fines: \$15,685
- Bite cases: 28 (26 dogs, 2 cats)
- Money collected: \$56,619.68
- Visitors to shelter: 827
- Intake: From the Public - 279, Impounded by Animal Control Officers - 266, Adoptions: 111
- Transferred to Rescue Groups: 153 Reclaimed by Owners: 220
- Total Shelter Count October 1, 2020: 130
- Total Shelter Count December 31, 2020: 105



BUDGET

KEY ACCOMPLISHMENTS/STATISTICS:

- Led 26 departmental meetings to compile the FY21 mid-year budget requests
- Created new presentation format for mid-year requests including Executive Summary

WORKS IN PROGRESS:

- Continuing to train on and update the ClearGov system with the FY21 budget
- Working to identify and correct areas that need improvement related to the budget/reporting process
- Finalizing the mid-year budget amendment for presentation/approval in Feb 2021
- Developing our year-end budget amendment

BUILDING & PLAN REVIEW

KEY ACCOMPLISHMENTS/STATISTICS:

- The number of inspections successfully completed for the fourth quarter: Commercial--1,321; Development--2,958; Residential--7,346 Total Inspections completed--11,625.
- Customers serviced at the front counter for the fourth quarter was 1,086.
- Residential Single Family Certificates of Occupancy issued the fourth quarter was 203.
- Reviewed 38 Commercial Plans.
- Conducted 16 Preconstruction Meetings.
- Conducted 27 Pre-reviews for Plan Submittals.
- Conducted 16 Due-diligence Meetings.
- Conducted 13 Engineering Plan Reviews.
- There were 11 Maintenance Bonds Released and 4 Maintenance Bonds Extensions.
- 1 State Water & Soil Conservation Meetings (1 personnel) and 3 Henry County Utility Meetings (5 personnel).
- 1 staff member serves as the 2020 Chair of the Henry County Utility Coordinating Council.
- 1 staff member serves as the 2020 Secretary for the Henry County Utility Coordinating Council.
- 1 staff member is working on increasing the importance of Permit Technicians by being the 2019-2020 President of Permit Technicians Across Georgia Organization.



WORKS IN PROGRESS:

- Staff is working diligently with the Tyler EnerGov Representatives on preparing the system for our needs
- Staff has begun receiving their iPads for EnerGov to be used in the field
- Staff is socially distancing while assisting customers
- Staff is continuing to sanitize their workspaces and vehicles

CDBG

KEY ACCOMPLISHMENTS/STATISTICS:

- CDBG has completed and submitted the year-end report, the CAPER, to HUD for approval. We are closing out quarter 2 of the ESG-CV program and submitting the progress to DCA. We have completed the required language access plan and marketing plan for the ESG-CV program. In total, we were able to connect with 70 plus agencies to assist in advertising the services offered through the ESG-CV program. CDBG and CDBG-CV1 public services are completing their reporting for quarter 2
- Three (3) CDBG home repairs were finished, one (1) for NCRAD, one (1) Southern Crescent Habitat for Humanity, and one (1) for the County's Senior Home Repair program
- Two (2) more homes were purchased for NSP1
- HUD approved adding Eligibility D and E to the Annual Action Plan making the HUD NSP consistent with DCA's NSP

WORKS IN PROGRESS:

- The City of Hampton is moving forward with the Infrastructure Improvements to West Main Street. The City McDonough has executed their agreement with the County and is moving forward with the procurement process. The City of Stockbridge has completed phase 1 of the infrastructure improvements to the Smith-Barnes Sewer Basin and will begin phases 2 and 3 in the coming months.
- The Hampton Housing Authority has completed renovations to more than half of the units. Renovations to all units should be completed by late January/ Early February.
- McDonough Housing Authority has selected Lowe Construction to complete the renovations of 20 bathrooms located on Hooten Street. The agreement between the Housing Authority and Lowe Construction has been executed, and work will begin in the coming weeks
- There is a total of four (4) single-family homes in the NSP1 program under construction
- There are two multi-family buildings currently under rehab in Hampton
- We are currently accepting applications for CDBG Senior Home Repair and Septic repair. Habitat has two (2) CDBG home repair projects in progress
- Another NSP home is close to finishing; it is sold and should close by the end of January



CODE ENFORCEMENT

KEY ACCOMPLISHMENTS/STATISTICS:

	CURRENT MONTH	PREVIOUS YEAR
Complaints Answered	1289	739
Warnings Issued	414	434
Citations Issued	144	112
Amount of Fines	\$3,600	\$12,100

WORKS IN PROGRESS:

- Abatements – Burned and/or Dilapidated Structures throughout the County, Real Estate Signs



COMMUNITY SERVICE

KEY ACCOMPLISHMENTS/STATISTICS:

	CURRENT MONTH	PREVIOUS YEAR
Hours Work	5,353	11,615
Service Requests	227	166
Litter Pickup Mileage	214	643.90
Disposal Weight		78,240

WORKS IN PROGRESS:

- Provide assistance to the courts with workers assigned to daily cleaning/disinfecting public areas

DOT

KEY ACCOMPLISHMENTS/STATISTICS:

- (1426) Work Orders Created in SeeClickFix, (1382) Completed, (44) Still Open
- Panola Mountain Greenway Trail - Walking Path and All (3) Bridges Complete
- Sidewalk Replacement of Damaged Sections has Taken Place in (4) Subdivisions
- LMIG 2020 Roads Resurfacing Approved by BOC and Awarded
- LMIG '19 Safety LMIG Striping Has Been Completed
- Contract Mowing/Maintenance of 4 Lane/Median Section of Fairview/Anvil Block Completed
- Dead Landscaping Replacements on Fairview Road Median Complete
- Lighting of Jonesboro Road, Mt. Olive to Clayton County Complete

WORKS IN PROGRESS:

- LMIG 2020 Roads Resurfacing in Progress
- Pavement Management Program in Progress
- Striping on Various Roads (Non-LMIG Safety Fund Roads) in Progress
- Measuring Sidewalk Areas to be Repoured/Repaired
- Bid Package for Contract Mowing/Maintenance of 4 Lane/Median Section of Fairview/Anvil Block for Mowing in CY '21
- Panola Mountain Greenway Trail - Signage and Punch List Remain
- Working on Subsurface Drainage and Surface Improvement for Fire Station #5 (Hampton)
- Guardrail Repairs at (9) Various Locations in Progress
- Sign Shop is Installing Street Signs in New Phases of Subdivisions
- Sign Shop is Painting/Re-Painting All Fire Station Parking Lots
- Patch/Repair the County Roadway's
- Working on Ordinance for Decorative Signs/Posts
- Developing LMIG '21 List, Bringing to BOC in 1/2021



EMA - 911

KEY ACCOMPLISHMENTS/STATISTICS:

CALLS FOR SERVICE

October
November
December
Total

E-911 CALLS

13,031
12,357
12,432
37,820

ADMIN CALLS

17,696
16,096
16,948
50,740

DISPATCHED CALLS

8,337
9,825
10,710
28,872

- E911 staff participated in Fire Service online training
- E911 vacancies filled and are assigned online for training
- E911 moved to 12 hour operation shifts
- Update of E911 telephone system 1st quarter 2021

WORKS IN PROGRESS:

- Henry County began COVID-19 Testing sites operating on Monday, Wednesday, and Friday by Henry County staff
- Henry County EOC, fully activated for the General Election on November 3, 2020
- Facilitated weekly COVID-19 leadership calls with all county and city leadership
- Favorable review from GCIC/NCIC for audit
- Supporting county operations with PPE equipment for all county, city and outside stakeholders



EXTENSION SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- Extension received 112 soil samples and 8 well water test
- Held lunch and learn on how to become a Master Gardener taught by UGA State Master Gardener Coordinator
- Trained 4-H volunteer Coach; conducted 10 weekly archery practice for a total 160 4-H'ers and parents
- Agent held orientation for 4-H Shooting Sports Team with over 18 signing up for team
- Agent taught training for Super Saturday for 19 Child Care Providers for state approved hours
- Agent taught ServSafe 2-day training for restaurant managers for 19 participants
- 4-H County Council members prepared 40 Halloween bags for nonprofit organizations in the community
- Agent was invited to judge Governor's Honors Program applicants in Agriculture Science for Board of Education
- 4-H'ers brought in 126 pounds of pop tabs for the Ronald McDonald House
- Volunteer held 4 meetings for the 4-H Dog Club with 26 attending
- Extension Staff and 4-H'ers donated 327 items to the Community Toy Shop drive plus had monetary donations
- Agents taped Garden Delights TV Show with over 30,000 viewers on Pumpkins and C4 Farms in Locust Grove
- Attended National Night Out for Public Safety with over 100 visiting our booth
- Agent was invited and taught Nuisance Wildlife to Fayette County Master Gardeners
- Extension was chosen by State Soil and Water Conservation to plant pollinator garden components for Heritage Community Garden
- 4-H'er showed at the National Livestock Show in Perry, GA and placed 5th in Showmanship out of 63 seniors
- Volunteer lead Horse Club held 3 meetings with 20 attending each program
- 4-H held 1st Drive Thru Open House with 47 families attending
- 4-H Middle and County Council met 5 times and work on project speech for future competition
- 4-H'er won 1st place in Forestry and Mastered which is highest honor in the 4-H Program
- Three 4-H'ers attended virtual Weekend in the Classic City
- All employees attended the Stop the Bleed and CPR class
- Director attended the 2-day County Leadership Retreat
- Master Gardeners prepared and published a cookbook to raise funds for the \$1,000 student scholarship majoring in horticulture or agriculture field

WORKS IN PROGRESS:

- Master Gardener Interns will be training over the next 8 weeks in order to pass exam to become a Master Gardener volunteer



FACILITY MAINTENANCE

KEY ACCOMPLISHMENTS/STATISTICS:

The Facilities Maintenance Department is responsible for the maintenance and upkeep of all county facilities as well as creating and constructing new spaces as needed.

Activity/Work Requests: Current Quarter: 736 - Same Period-Year Ago: 876 / Man Hours: Current Quarter: 5593.20

Grounds: Activity/Work Requests: 228 Man Hours: Current Quarter: 1743.00 Total: 1953.00

NOTE: Man hour time only covers documented orders that have time posted against them, and/or closed within the quarter. This applies as well to the amount of Work Orders. Project Time reflects completion time, and may or may not fall within the same quarter.

Project# CID2020: Erecting a wall in CID to secure information for Supervisor

- 10-22 thru 11-16-2020
- Documented man hours: 84.30
- Cost: Police Department funded

Project # DFCS20: Flooring replacement at Henry County DFCS - Resolution # 20-205

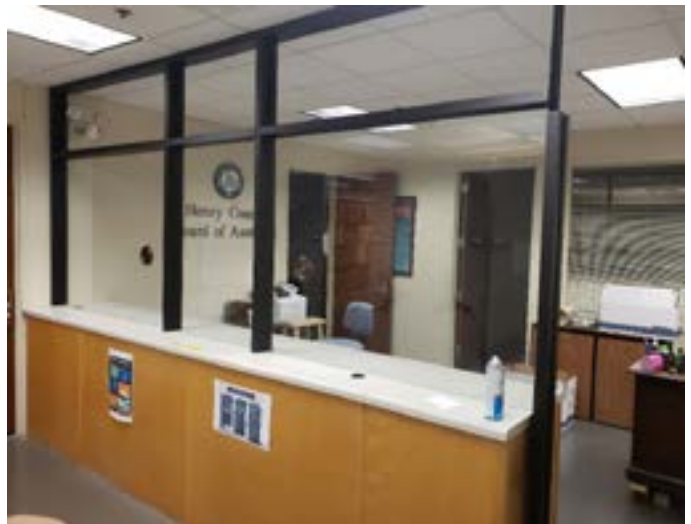
- Cost: \$189,856.87 - Quintech Solutions
- Documented man hours: 19.40
- Steelco has completed erecting the office/morgue for the Coroner : 92 Work Camp Road

WORKS IN PROGRESS:

- Project # NFCUAR-REC : Nash Farms Cultural Arts Theatre - Work Order # 12
- Project # COPKREN: Cochran Park - Work Order #129. Requested to have the additional buildings re-roofed and new siding. Due to COVID19, the original work is still in progress as well
- Project # COVID19: Ticket #676. We are using this work order to document any and all work related to social distancing, and misc. needs made within, and/or to the exterior of County Buildings
- Project # COVID19: Ticket #5986 - Mobile unit testing site(s)
- Project # TS2020: Flooring replacement in Technology Services
- Project # ADMNREL: Remodeling Conference Room B, Purchasing, and relocating the mailroom at the Administration Building
- Design and development stage for new Elections office: 1550 S. Zack Hinton Parkway

Grounds:

Routine landscaping of 50 plus locations: Crew of 5 / Mowing, Weedeating, Trimming shrubbery/trees, Picking up trash, Cleaning debris from parking lots, Pine straw distribution, Pressure washing on request



FINANCE DEPARTMENT

KEY ACCOMPLISHMENTS/STATISTICS:

- Collected \$87,730,675.38 in property taxes
- Successfully paid \$463,953.29 to Non-Profits and \$339,024.88 to Small Businesses through the Small Business Restart and Non-Profit Assistance program
- Hired 3 new employees (SPLOST Accountant, Accounting Tech 1, Accounting Tech II (Payroll))

WORKS IN PROGRESS:

- Reorganizing duties in order to create more efficiency
- New employees need training to be self sufficient
- Reconciling bank statements on a daily and weekly basis to ensure timely monthly close
- Delegating duties so Assistant Director position can focus on more high level items
- Consolidated financial policies

FIRE DEPARTMENT

OPERATIONS

- Number of Emergency Fire Responses - 2,286
- Number of Emergency Responses by EMS - 5,986
- Total Emergency Responses - 8,272
- Average Response Times for Fire Calls - 8.91
- Average Times for EMS Calls - 10.09
- Number of Patient Contacts made by EMS - 5,183
- Number of Patients Transported by EMS - 3,425

AMBULANCE BILLING

- Total # Calls AMB - 3,720
- AMB Billed - 4,242,652.26
- AMB Collected - 1,466,266.90

PREVENTION

- Number of Existing Building Inspections - 460
- Number of New Construction Inspections - 111
- Number of Pre-Construction Inspections - 47
- Number of Plan Reviews - 240
- Plan Review Fees Billed - \$101,300
- Construction or Expansion Permit Fees - \$72,620
- Sprinkler System Permit Fees/Hood Inspections - \$2,00
- Alarm System Permit Fees - \$1,850
- Re-Inspection Fees - \$3,050
- Special Event Fees - \$450
- Site Plan Fees - \$400
- Certificate of Occupancy or Business License Fee - \$2,400

FLEET SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- On-going auction
- Phase I vehicles of Capital Improvement Plan in progress
- DOT equipment has been delivered

WORKS IN PROGRESS:

- Spec's are under way for phase II of capital improvement plan
- Capital plan modifications are underway
- Out of service report has begun to shape up



GIS

KEY ACCOMPLISHMENTS/STATISTICS:

- Continue updates for the EnerGov/Tyler project, working with E911, and the Police's modules to assist in updates and corrections/additions, etc. to help integrate their system towards more efficiency.
- Working, updating, and incorporating the road network, political district information requested, and daily updates, additions, deletions to 22 GIS layers within our system.
- 30% of daily efforts are directed towards, responding to citizen's questions, request, and customized data request to be submitted via email or picked up in person.
- Sending digital data files to engineering firms as well as citizens, making specialty maps for citizens as well as requests from all other departments within Henry County government, 60 customers served.
- Preparing maps for Planning and Zoning for both BOC and Zoning Board packages.
- Continual updates to the Zoning map layer for the Planning & Zoning Department.
- Updated and reposting of the Tyler GIS map for ArcOnline users. Creating and adding new map layers to the ArcOnline project for use to the public.
- Project working with Fire Department for hydrant maintenance to merge with the new EnerGov system, that can utilize the Lat/Long locations to monitor better maintenance of hydrants throughout the county.

HUMAN RESOURCES

KEY ACCOMPLISHMENTS/STATISTICS:

On-boarding - Despite COVID-19 cases continuing to rise, HR has been able to safely conduct interviews for essential positions. During this quarter, HR safely on-boarded 95 new employees in various departments

New Hire Orientation - In person, socially distanced new hire orientations resumed to provide employees with an overall picture of County policies, procedures, and benefit offerings

Personnel Action Forms - HR and IT worked together to begin the process of going paperless for PA approvals

WORKS IN PROGRESS:

EPIC Partnership - HR has partnered with EPIC to provide support with benefits. The goal of this partnership is to have EPIC be responsible for all things benefits. HR is currently working on developing benefit SOPs and transitioning the day-to-day benefits operations to the EPIC team

PARKS & RECREATION

KEY STATISTICS:

- Total Revenue - \$129,408.28
- Total Reservations - \$35,544
- Therapeutic Participants - 744
- Program Participants - 10,262
- Athletic Participants - 36,706
- Parks Work Orders - 1,398

KEY ACCOMPLISHMENTS:

- Events held at Locust Grove Event Center: October= 3, November=2, December=0
- Turned in weekly department accomplishments to County Manager
- HCPRD nominees received awards from GRPA: Jerry Belcastro, Bryan Dixon, Peggy Hesselbach and Cheryl Williams and volunteer, Chris Criege
- Several employees, along with the Mobile Veteran's Museum attended National Night Out
- Fairview and J.P. Moseley Recreation Centers were used as early voting sites
- Assisted Elections Department with several drivers to deliver voting machines
- Assisted Senior Services packing and delivering food boxes
- Filming completed for virtual Veteran's Day Ceremony
- Held virtual Veteran's Day Service November 11, 2020 at Veteran's Wall of Honor – aired Spectrum/Charter
- Military Museum trailer on display Veteran's Day in Stockbridge, Locust Grove and McDonough – 85 visitors
- Coordinated and held walk through with janitorial vendors at Heritage Park
- Met with Cintas to approve and set up fittings for Park



Maintenance staff uniforms

- Michelle Dunn attended 2 Webex meetings for Branding Initiative Committee, to approve proposed vendor
- Scheduled entire department for CPR No Hands & Stop the Bleed training
- Several Recreation Centers submitted holiday greeting videos for the county
- ADULT ATHLETICS:
- October - December
- Scanned birth certificates (youth basketball) to docuware
- Peggy Hesselbach won GRPA state award for Athletics/Aquatics Network Distinguished Professional
- Men's Open D softball league has come to a close
- Several medals received by local pickleball players at Doc Holliday Shoot Out Pickleball Tournament-Spaulding County 10/16 – 10/18
- Instructed 4 new students in Pickleball
- COTTON FIELDS GOLF COURSE
- Hosted meeting for Henry County Ambassadors Program
- Several employees assisted Elections delivery/pickup of voting equipment
- Spray all greens for winter hardiness

WORKS IN PROGRESS:

ADULT ATHLETICS

- Prepare monthly calendar for Pickleball – 3 locations
- Organize open recreational Pickleball sessions at J.P. Moseley, Fairview recreation centers and Heritage Park
- Check sponsor banners throughout the parks for wear and tear
- Scheduling scorekeepers for adult softball league
- Update Facebook posts for programs and parks
- Update adult softball league scores on League Lineup
- Researching new Pickleball paddle systems

COTTON FIELDS GOLF COURSE:

- Daily course maintenance – mow tee boxes/greens/fairways/rough and off-course areas, irrigate greens, pick up litter/trash, maintain Pro Shop, pavilion, cart barn and entrance, change green cups and flags, rake bunkers
- Continuing repair of cart paths
- Bringing new merchandise into the Pro Shop: golf shirts, hats, visors

PARKS PROJECTS:

- Alexander Park – (Oct.) painted bathroom building
- Avalon Park – (Oct.) fertilize football fields; (Dec.) winterize bathroom

- Made new tee markers from concrete molds

DAY CAMP/AFTER SCHOOL PROGRAM

- Assist front desk at J.P. Moseley Recreation Center
- After School numbers slowly increasing

PARKS

- Assisted Elections with drivers transporting voting equipment
- Attend CPR/Stop the Bleed class
- Install 21 engraved bricks at Veteran's Wall of Honor
- Playground equipment disinfected Avalon, Bud Kelley, Cochran, Heritage, Hidden Valley, J.P. Moseley, Mickie D. Cochran, Nash Farm, North Mt. Carmel, N. Ola, Pates Creek, R.W. Coley, Red Hawk, Richard Craig, Sandy Ridge, Fairview Rec., Locust Grove Rec. (November-December)
- Assisted at Cotton Fields protecting greens with tarps from freezing temps.
- Attended Storm Water Class

PROGRAMS:

- Attended GRPA Annual Conference in Athens, GA
- Turned in quote for sound system replacement at Locust Grove Event Center
- Located and received approval for new registration system
- Located and received approval for new sound system for Locust Grove Event Center

- Bud Kelley Park – (Nov.) tree maintenance-walking trail;
- Cochran Park – (Oct.) disassemble/remove old batting cages (Nov.) install "No Dumping" sign; tree maintenance-railroad tracks; stain score boxes (Dec.) winterize bathrooms; install new AED cabinet
- Fairview Recreation Center – (Oct.) install "No Dumping" sign (Nov.) clean a/c vents and intakes-classrooms; remove 10 bleacher sets-gym
- Heritage Park & Ball Fields – (Oct.) seal/stain bridge by library, trash can holders; replace American flag; tree maintenance-parking lots; install 2 dog waste stations (Dec.) winterize bathrooms
- Heritage Administrative & Classrooms – (Nov.) install plexi-glass divider
- Heritage Village – (Oct.) trim shrubs, cut low limbs, clean gutters at Kidsville pavilion, pick up fallen limbs
- Hidden Valley Park – (Oct.) wash pavilions (Nov.) tree maintenance-walking trail/park (Dec.) winterize bathrooms
- J.P. Moseley Park – (Oct.) seal/stain parking trash can holders; cut/trim disc golf course; install "No Dumping" signs
- Locust Grove Recreation Center – (Oct.) assemble/anchor benches and trash cans-new playground (Dec.) repaint parking lot lines; haul old cooking units to recycling
- Mickie D. Cochran Park – (Oct.) fertilize football fields (Dec.)

clean winterize bathrooms

- Nash Farm Park (Activity Barn, Carriage House, Gazebo, Home Place)- (Oct.) seal/stain rodeo deck and wedding benches; bush hog pastures, mow parking lot (Dec.)
- North Mt. Carmel Park- (Oct.) trim low branches; adjust gates, retie chain link, fill in holes on small dog side; pressure wash men/women restrooms at 2 concessions; repaint cross-walk at dog park (Dec.) shut off water at dog park and playground fountains (cold temps.)
- North Ola Park – (Oct.) transport picnic table to 6-7 concession area; (Nov.) stain/seal score boxes 6-7 fields;
- Red Hawk Baseball Complex – (Oct.) fertilize fields
- Richard Craig Tennis Center and Complex – (Oct.) replace women's towel dispenser (Nov.) rehang windscreens
- R.W./Marylou Coley Park – (Nov.) clean-up illegal dumping and install "No Dumping" sign (Dec.) winterize front bathrooms; tear down old storage building
- Sandy Ridge Park – (Oct.) net repair field #4 (Nov.) stain/seal score box #1; (Dec.) winterize bathrooms; replace broken/defective playground parts
- Warren Holder Park – (Oct.) fertilize football/baseball fields;

install "No Dumping" sign-football parking (Dec.) football concession vandalized-clean up glass and board up windows

- Windy Hill Park – (Dec.) expanding tool/supply room at Maintenance Shop

PARKS (MISCELLANEOUS/SPECIAL PROJECTS):

- Drag/line/paint softball fields for tournaments/adult league at: Heritage, Red Hawk, JP Moseley and Coley Parks
- Deliver/pickup popcorn machine to J.T. Harper arena, Admin Bldg.
- Assisted Extension/Master Gardeners at Heritage Community Garden
- Set up table/chairs for weekend rentals at Locust Grove Event Center
- Prepare J.T. Harper arena, clean arena/bathrooms, set-up/ take down tables and chairs for events: Sheriff Trunk r Treat, Reginald Scandrett event, Public Service picnic; Storm Water Electronics Recycling
- Assist with Henry Night Out deliver tables/chairs, golf cart, utility vehicles, trash cans, assist with cleanup after program at Veteran's Wall of Honor

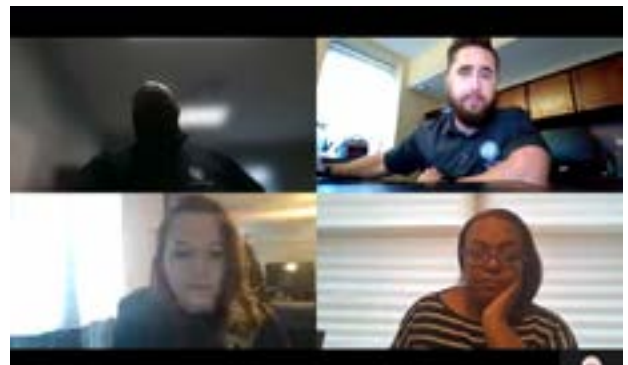
PLANNING & ZONING

KEY ACCOMPLISHMENTS/STATISTICS:

- Maintained efficient business license review process
- Ability to adapt to changes throughout 2020
- Administrative Waiver / Review - 5 Received / \$250.00 Collected
- Appeals - 1 / \$300.00 Collected
- Comp Plan Amendment - 1 / \$300.00 Collected
- Conditional Use - 2 Received / \$1,986.00 Collected
- Copies & Open Records - 1 / \$68.62 Collected
- Special Event Permits - 10 / \$850.00 Collected
- Modification to Condition of Zoning & Master Dev. Plan - 2 Received / \$1,137 Collected
- Rezoning - 1 Received / \$5,054.00 Received
- Sign Applications - 52 Received / \$2,600 Collected
- ULDC Admendment - 1 / \$300.00 Staff Initiated
- Variance - 5 Received / \$1,500.00 Collected
- Zoning Certification Letters - 15 Received / \$750 Collected
- Zoning Verification for Building Department (no fee) 35 Received
- Business Licenses Processed (no fee) - 213 Received

WORKS IN PROGRESS:

- Continued Master Planning of Megasite
- Tax Allocation District (TAD) legislation
- Office Organization/Restructuring
- ULDC Update for utility placement standard
- Impact Fee Study



Planning and Zoning Totals for the 4th Quarter - Received / \$15,396.12 Collected

POLICE DEPARTMENT

CALLS FOR SERVICE STATISTICS:

- Dispatched - 17,826
- Self-Initiated - 9,467
- Total Calls - 27,293
- Cases Reported - 13,865

INCIDENTS REPORTED:

- DUI Arrests - 103
- Theft from Motor Vehicle - 189
- Citations Issued - 3,133
- Accidents Reported - 2,564
- Warnings Issued - 1,204
- Stolen Vehicles - 97

TOP 10 CITATIONS:

- Speeding Maximum Limits - 857
- Following too Closely - 306
- Failure to Maintain Lane - 128
- Operation of Unregistered Vehicle - 120
- Stop and Yield Signs - 114
- No Proof of Insurance - 112
- Obedience to Traffic Control Devices Required - 104
- Failure to Yield Right of Way Turning Left - 102
- Safety Belts; Required Usage - 96
- Driving While License Suspended - 96

TOP 10 WARNINGS:

- Speeding Maximum Limits - 374
- Safety Belts; Required Usage - 79
- Driver to Exercise Due Care - 67
- Operation of Unregistered Vehicle - 63
- Following too Closely - 59
- Taillights - 39
- Expired Decal on License Plate - 35
- Stop and Yield Signs - 32
- Failure to Maintain Lane - 31
- Brake Lights and Turn Signals Required - 30



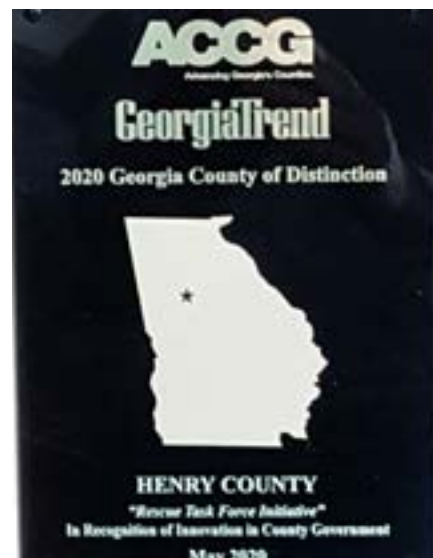
PUBLIC INFORMATION

KEY ACCOMPLISHMENTS/STATISTICS:

Record and edit 2 Garden Delights, Record 5 CARES Act Meetings, Recorded project for Human Resources, Recorded/edited Veterans Day ceremony, scheduled for air November 11th, Recorded/edited Michael Harris Tag Kiosk video, Recorded/edited interview with Gail Williams & Shannan Sagnot for Metro Fair Housing Services, Recorded/edited Chair June Wood Goodbye/Christmas video, Edited 2020 Employee Christmas video, Recorded and made available via YouTube Deputy County Manager Brad Johnson going away parade, Edited 2 audio tracks for info screens featuring Christmas music, Attended- recorded video/photographed Commissioner Dee Clemmons "Fill The Bus" campaign at Henry Town Center, Created 65 info-screens for air on HenryTV - (15 Unique), Uploaded 2019 and 2020 Board of Commissioners meetings to YouTube (unlisted, future use), early voting, voter information campaign on social media, posts, graphics, updates from Elections Office, 8 flyers including CDBG Flyer for Cares Funds - Rent Mortgage Utilities - COVID Impact, PowerPoint Presentation, Designed new 2020 PAFR Cover (will complete PAFR in January), Built Survey (Survey Monkey) for T-SPLOST, Built / maintained COVID-19 webpage and COVID-19 closings webpage, Maintained all COVID-19 web graphics & graphics for website and social media, Created 32-page Quarterly report for print & distribution, 4 Update Newsletters, Facebook followers from 10,498 to 11,259 an increase of 789 Followers, 400+ Posts, Twitter Followers from 5561 to 5672 an increase of 111 Followers, 200+ Tweets, Instagram Followers 2307 increased by 181 followers, Monitored Facebook Live during virtual BOC meetings, Maintained new Calendar page for all courts, Participated in Branding Initiative RFP with Purchasing Department, 40 press releases, 5 proclamations, 5 certificates, 4 scripts, Taped 6 Board of Commissioner meetings and 2 ZAB meetings, 2 What Do You Know Wednesday Facebook Lives aired, 2021 Year in Review video, took photos for Team Spirit Day, Clemmons RC, CPR class, Boys & Girls Club Meeting, COVID testing site, Recycle center, Edited photo messages for Magistrate Court and the Police Department, Facilitated and coordinated the swearing-in ceremonies for Chair Harrell, Sabriya Hill and Sheriff Scandrett and taped and edited Officer Smith Dedication.

WORKS IN PROGRESS:

- Creating & Publishing 2020 PAFR
- Quarterly Report
- Setting up Ticketing System for Webmaster



PURCHASING

KEY ACCOMPLISHMENTS/STATISTICS:

	CURRENT QUARTER	PREVIOUS QUARTER
Written Bids Awarded	69	34
Sealed Bids Awarded	25	9
Sealed Bids Pending/Review Approval	23	13
Sealed Bids "On the Street"	4	8
Purchase Orders Processed	584	710

Sale of Surplus Property - Surplus of Items/vehicles/equipment were sold using GovDeals July 1, 2020 thru September 30, 2020 bringing in \$38,741.79 in revenue for Henry County.

WORKS IN PROGRESS:

- Bids and Proposals for various Capitol equipment and Splost V
- Working with Georgia Minority Supplier Development Council to strength the current Supplier Inclusion Policy/Program

RISK MANAGEMENT

KEY ACCOMPLISHMENTS/STATISTICS:

- Secured safety-related items (with grant monies) - goal to reduce work comp claims
- Installed (with Fleet) 70 vehicle backup cameras for county vehicles
- Senior Center vehicles; Transit buses; Facility Maintenance/Community Service vans and vehicles; and Communications (TV) van.
- Distributed hard hats, back support braces and flashlights / headlamps to employees who work in the field.
- Distributed first aid kits to employees to keep in county vehicles (who work in the field) and distributed first aid kits to various county offices/departments.
- Filled Risk Management Coordinator position and begun training on key duties of the position.
- Secured additional temperature screening kiosks for county buildings. Current locations: Stockbridge Tag Ofc; 2) Superior Courthouse Bldg.; 2) Judicial Center Bldg.; 1) Sentence Enforcement; 1) Animal Control; 1) Public Works (DOT/Stormwater); 1) Heritage Park Rec Center; 1) JP Mosely Rec Center; 1) Bear Creek Rec Center; 1) Locust grove Rec Center; 1) Fairview Rec Center; 1) EOC/E911; 4) Admin. Bldg.; 1) Probate Court; and 1) Transit
- Kept Employee COVID-19 Protocol updated, based on continual changing recommendations from DPH and the CDC. Kept Employee COVID positive cases spreadsheet updated and submitted to H.R./county manager daily

WORKS IN PROGRESS:

- Risk installing required COVID-related signage at all county buildings.
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- Risk updating all county offices/building's shelter in place/evacuation plans
- Risk assessing AED locations and needs throughout all county facilities.
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- Risk assessing AED locations and needs throughout all county facilities.
- Risk installing required COVID-related signage at all county buildings.

SENIOR SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- In-Home – units – 1,123.25
- Home Delivered Meals units – 14,689
- Congregate (Senior Center) Meals – 470
- Drive thru model at Bear Creek and Hidden Valley centers
- Senior centers avg. daily attendance – 0 (Closed)
- Dining/Nutrition – avg. monthly unduplicated participants – (Closed)
- Fitness – duplicated participants (Virtual) – 237
- Food boxes (part of August and September) - 534 units
- All centers continue to offer virtual activities, seminars, educational and nutrition information (socially distanced activities stop because of weather).
- Families First funding concluded in November, CARES ACT funding for food boxes started in November – Food boxes and emergency home delivered meals for Congregate and Home Delivered meal clients.
- Adopt-A-Senior was able to provide 314 seniors with gift cards this holiday season



STORMWATER

KEY ACCOMPLISHMENTS/STATISTICS:

- 35- Pipe Repair or Replacement
- 4- Jet Vac
- 153- Pond Mowed
- 6-Misc
- Stormwater Plans Reviewed - 52
- Pre-Con + Due Diligence Meetings - 14
- Floodplain Permit Review - 377
- Floodplain Inquiries - ~25+
- Public Information (Brochures, Internet Updates, & Door Hangers) Social Media educational postings (18)
- Web page revisions -
- SW Infrastructure Inspections - 1061
- Electronics Recycling Event
- Rain Barrel Make/Take Workshops (3)
- Rivers Alive cleanup
- Employee Trainings (2)-Municipal Stormwater Pollution/Prevention
- Assisted Code Enforcement with 2 environmental issues
- Served on 2 RFP review committees
- Assisted with 2 Open Records Requests
- Awarded WaterFirst Community renewal
- Responded/assisted with ~8 inquiries from citizens, developers, consultants, engineers, agencies, etc.
- Coordinated Adopt-A-Stream training for ELCA/Wolf Creek
- Finalized streamwalk plan for Fall/Winter 2020
- Issued 1 enforcement letter for commercial detention pond maintenance
- Awarded bid and held kickoff meeting for Butlers Bridge Rd Site
- Prepared Code Amendment draft for New Development and Redevelopment Ordinance
- Completed SWMP IWMIP for submittal to GAEPD
- Assisted w/ 2019 AR response to comments to GAEPD
- Assisted w/ Rivers Alive community event



WORKS IN PROGRESS:

- Ongoing Rain Barrel Make/Take Workshops
- Ongoing educational social media postings
- RFP - Household Hazardous Waste Recycling Event

TECHNOLOGY SERVICES

KEY ACCOMPLISHMENTS/STATISTICS:

- We have 6403 hours for tickets during this quarter which is down some due to vacations and holidays I would guess.
- We also had a total of 3349 tickets during this time period.
- Go live with Tyler Energov in December.

WORKS IN PROGRESS:

- Tyler Go live for Corrections postponed until conversion can be done. Working on getting all county buildings on same wireless, getting fiber to downtown area redone, working on replacing switches that cause bottlenecks across county, also ordering new capital equipment from dell and using the updated sheet for roll out.

TRANSIT

KEY ACCOMPLISHMENTS/STATISTICS:

- Current Period:
- Total Passengers: 6103
- Total Miles: 86249 (estimated)
- CARES ACT Grant Active
- GDOT CARES ACT active
- Transit Master Plan currently active.
- The transit department recently received van to assist with passengers that need assistance beyond our normal curb to curb service.

WORKS IN PROGRESS:

- On board vehicle decontamination arrived and currently are being installed by the vendor.
- Triennial review will be held virtually in early 2021.



TRANSPORTATION PLANNING

KEY ACCOMPLISHMENTS/STATISTICS:

Henry County undertook three major transportation planning initiatives: (1) update the Henry County Comprehensive Transportation Plan, (2) develop a Henry County Transit Master Plan, and (3) develop a Henry County Trails Master Plan. Citizens were appointed to a newly-created city-county joint Transportation Advisory Group (TAG). The first meeting of TAG was held to engage our citizens in the county's transportation planning process and receive their input in transportation plans and projects.

WORKS IN PROGRESS:

Three plans are being developed: (1) Henry County Comprehensive Transportation Plan, (2) Henry County Transit Master Plan, and (3) Henry County Trails Master Plan. There remain vacant volunteer positions on TAG to be filled. Henry County is planning for a Transportation Special Purpose Local Option Sales Tax (TSPLOST) referendum in November 2021 to fund some much-needed transportation projects. The County is coordinating with the cities and developing a transportation project list for this upcoming referendum. The Transportation Planning Department is coordinating with the Fire Department to identify the TOP 4 road intersections in Henry County to install connected vehicle technology.



