

TSPLOST 2018 Proposed Schedule & Tasks to Prepare for a November 2017 - TSPLOST Referendum

MAYOR AND COMMISSION

*Task No. 1: Review Proposed Implementation Schedule, Collections, and Program Goals
Work Session - September 13, 2016*

- Review the TSPLOST Law and requirements.
- Review a proposed funding alternatives, process, and criteria for the TSPLOST Program
- Review Program Assumptions and Future Key Date Decisions
- Review Proposed Program Goals and Project Selection Criteria
- Review Proposed Preliminary Program Referendum Implementation Schedule

MAYOR AND COMMISSION

*Task No. 2a: Approve the Implementation Schedule, Program Goals, and Select Advisory Committee
Regular M&C Meeting - October 4, 2016*

- The Mayor and Commission will adopt the program goals for the TSPLOST 2018 Program.
- The Mayor and Commission will adopt the TSPLOST Referendum Schedule.
- The Mayor and Commission will solicit public input and comments regarding specific projects to be considered for inclusion into the SPLOST 2011 Program. The Mayor and Commission will solicit from the public and ACC Departments suggested projects that would be consistent with the General Goals for the program. Staff on behalf of the Citizens Advisory Committee will receive Project Submissions between October 5, 2016 and February 28, 2017.

MAYOR AND COMMISSION

*Task No. 2b: Select Advisory Committee
Regular M&C Meeting - November 1, 2016*

- The Mayor and each District Commissioner is to solicit and identify two citizens from their district to be considered for appointment to the TSPLOST 2018 Program Citizens Advisory Committee (CAC). The Mayor will evaluate and formulate a final list of citizens to be appointed to this Committee. The Mayor shall select one of her appointments to serve as Committee Chair.
- The Purpose of the CAC will as follow:
 - Evaluate the merits of a TSPLOST 2018 Program.
 - Provide M&C with a recommendation whether or not a TSPLOST Tax should be undertaken.
 - Compile a list of "Submitted" projects and complete a detailed review of all such projects.
 - Develop a list of "potential" projects for presentation to M&C.
 - After review of the Potential Projects with M&C, develop a list of "Candidate" Projects for presentation to M&C.
 - Raise funds for the TSPLOST Advertising Campaign.
 - Undertake appropriate actions to educate the citizens of Athens-Clarke County on the merits of the TSPLOST to promote the TSPLOST Referendum being approved by the voters.

- More detailed responsibilities of the CAC are further defined in subsequent tasks.
- Similar to previous SPLOST programs, if referendum is approved, 11 members of the CAC will be asked by the Mayor to make up the initial TSPLOST Citizens Oversight Committee. Of the 11 members, the Citizens Oversight Committee should have one member from each district and a committee chair selected by the Mayor.

CITIZENS ADVISORY COMMITTEE

Task No. 3: Program Feasibility

Mid November 2016 through Early February 2017

- The Citizens Advisory Committee is to evaluate the merits of a TSPLOST 2018 Program and provide a recommendation whether or not a *Transportation Special Purpose Local Option Sales Tax* should be undertaken.
- The Committee will hold at least two public hearings (tentative dates December 12, 2016 and January 12, 2017) to determine the feasibility and community support for a proposed TSPLOST Program.
- The recommendation shall include information on community support for a proposed TSPLOST Program. The recommendation shall include a review and any recommended changes to the approved Program Goals for the program, Project Selection Criteria, and projects of community interest. Any such recommendations, if any, that include changes to previously approved Program Goals for the program, Project Selection Criteria, and projects of community interest those changes will be brought forth in a February/March 2017 M&C agenda cycle.

MAYOR AND COMMISSION

Task No. 4, if needed: Revisions, if any, to the Program Goals or Project Selection Criteria that may be brought forth by the CAC as a result of the public forums

Regular M&C Meeting - March 7, 2017

- Mayor and Commission shall render a decision on any proposed revisions, if any, to the Program Goals and Project Selection Criteria that may be brought forward as a result of the Public Forums.

CITIZENS ADVISORY COMMITTEE

Task No. 5: Project Review & Compilation of a List of Potential Projects

March 8, 2017 through No Later than May 1, 2017

- ACCUG Staff is to compile a list of "Submitted" projects and complete a detailed review of all such projects to ensure that each project includes the following:
 - Project Description
 - Project budgets consisting of reliable cost estimates which include at a minimum the following categories: Land Acquisition and Development, Design Fees, Miscellaneous Fees, Fixtures, Furniture and Equipment, Construction, Project and Program Management Fees, and Construction Contingency.
 - Annual Operating Expenses including: Staffing, Life Cycle Replacement, and Maintenance costs that are not currently covered in the existing ACC Budget.

- Each “Submitted” project should be reviewed based upon technical merits and community values. The technical review will be conducted by the ACCUG staff and include a detail review of each project's definition or scope and budget as submitted.
- A presentation by the submitting parties and/or ACCUG staff will be made to the Committee of the technical findings for the Committee’s consideration in developing the List of Potential Projects. The Committee will be responsible for any community value review and overall review of each project. Depending on the number of projects submitted, it is anticipated that the Committee will need to meet twice a week during this stage of the project review process. This estimation is based on past SPLOST programs and to allow time for presentations on all projects submitted.
- Once the Committee has heard the presentations and completed its own review of the projects, the Committee will go through a series of votes to develop a list of “Potential” projects for presentation and consideration by the Mayor and Commission. The total budgets of all Potential projects should be no more than 150% of projected sales tax revenues, less any amounts established by the Mayor and Commission for designated projects.
- The Committee shall complete its review and submission of the “Potential” projects list to M&C no later than May 1, 2017. The Committee should be present the “Potential” projects list to M&C at the May 9, 2017 work session and be prepared to discuss the listing at that work session.

MAYOR AND COMMISSION and CITIZENS ADVISORY COMMITTEE

Task No. 6: Review of “Potential” Projects with Citizens Advisory Committee

Work Session - May 9, 2017

- The Mayor and Commission are to meet with the Citizens Advisory Committee to review and discuss the List of “Potential” Projects submitted by the Committee. The purpose of such a review is to allow an early exchange of information between the Committee and the Mayor and Commission regarding potential projects. The Committee should also provide a list of projects which were submitted for consideration but are not included in the List of Potential Projects.

CITIZENS ADVISORY COMMITTEE

Task No. 7: Public Forum to Review of “Potential” Projects

May 10, 2017

- The Citizens Advisory Committee will hold a Public Forum to allow the public review and offer comments on the list of “Potential” projects submitted by the Committee. The purpose of such a review is to allow an exchange of information between the Committee and the Public regarding potential projects. Public comments received at the forum will be provided to Mayor and Commission.

CITIZENS ADVISORY COMMITTEE

Task No. 8: Final list of “Candidate” Projects

No Later Than May 31, 2107

- Based upon the review of the “Potential Projects” with Mayor and Commission and the public, the Citizens Advisory Committee is to meet and develop an unranked/non-prioritized (the list may reflect the level of Committee support for each of the projects) List of “Candidate Projects”. The total list of “Candidate” Projects should be forwarded to the Mayor and Commission no later than May 31, 2017 and should meet the following:
 - Meet the Statement of Purpose and General Program Goals,

- Total no more than 100% of projected Sales Tax Revenues,
- Does not increase annual operating expenses by more than approximately three (3) percent of proposed program amount or three (3) million dollars, whichever is less.

MAYOR AND COMMISSION and CITIZENS ADVISORY COMMITTEE

*Task No. 9: Review of “Candidate” Projects with Citizens Advisory Committee
Work Session - June 13, 2017*

- The Mayor and Commission are to meet with the Citizens Advisory Committee to review and discuss the List of “Candidate” Projects submitted by the Committee. The purpose of such a review is to allow an exchange of information between the Committee and the Mayor and Commission regarding candidate projects.
- Mayor and Commission will review the Citizens Advisory Committee’s List of Candidate Projects.
- As a part of this review, the Mayor and Commission will develop the proposed final list of projects that will be part of the TSPLOST 2018 Program Referendum.

MAYOR AND COMMISSION

*Task No. 10: Public Forum on “Candidate” Projects
Agenda Setting Meeting - June 20, 2017*

- Mayor and Commission will receive public comments on the proposed final list of projects and the proposed TSPLOST 2018 Program.

MAYOR AND COMMISSION

*Task No. 11: Contact Winterville and Bogart
July 1, 2017*

- Athens-Clarke County Mayor and Commission, as required under OCGA 48-8-262(a), to deliver or mail a written notice to the Mayors of Winterville and Bogart proposing a date, time, and place to have a joint meeting to discuss potential projects to be added to the referendum.

MAYOR AND COMMISSION

*Task No. 12: Meeting with Winterville and Bogart
Work Session - July 11, 2017*

- Athens-Clarke County Mayor and Commission shall hold a joint meeting to confer with the officials from the Cities of Winterville and Bogart “to discuss possible projects for inclusion in referendum” and the potential terms of an Intergovernmental Agreement between the parties as required under OCGA 48-8-263. Projects requested by Winterville and Bogart will be included with the other projects submitted for the program.
- As a part of this review, the Mayor and Commission will develop the proposed final list of projects that will be part of the TSPLOST 2018 Program Referendum.

MAYOR AND COMMISSION

*Task No. 13: Public Forum on proposed "Final" list of Projects
Agenda Setting Meeting - July 18, 2017*

- Mayor and Commission will receive public comments on the proposed final list of projects and the proposed TSPLOST 2018 Program.

MAYOR AND COMMISSION

*Task No. 14: Approve the Proposed Final List of 2011 SPLOST Projects
Regular M&C Meeting - August 1, 2017*

- The Mayor and Commission will approve the final list of projects to be included in the TSPLOST 2018 Program Referendum.
- The Mayor and Commission will make decision on projects to be funded by General Obligation Bond funding so that such information can be included in the formal call for the Referendum
- Mayor and Commission will authorize the Mayor to execute an Intergovernmental Agreement with Winterville and Bogart.
- Decision from Winterville and Bogart will be needed prior to August 10, 2017 to allow Agenda to be finalized and published in advance of the vote meeting.

MAYOR AND COMMISSION

*Task No. 15: Formal "Call" for TSPLOST 2018 Referendum
Agenda Setting Meeting (Special Called Meeting) - August 15, 2017*

- Mayor and Commission approve a formal "Call" for a TSPLOST 2018 Program Referendum including any debt to be issued as part of the referendum statement.
- Call is needed by this date to have time for the ballots to be produced for a referendum on November 7, 2017.
- Board of Elections will advertise the Referendum beginning October 9, 2017
- Early Voting will begin October 16, 2017

CITIZENS ADVISORY COMMITTEE

*Task No. 16: Community Education Campaign
August 15 – November 7, 2017*

- The Citizens Advisory Committee would undertake appropriate actions to educate the citizens of Athens-Clarke County on the following:
 - The merits of the TSPLOST Program.
 - The merits a combined G.O. Bonds Program and a TSPLOST Program, if applicable.
 - The merits of the individual projects included in the proposed TSPLOST 2018 Program.
 - The process and schedule for the public to vote on the program.
 - Other information the Committee deems appropriate to aid in the passing of the referendum.

MAYOR AND COMMISSION

*Task No. 17: TSPLOST 2018 Referendum Vote
November 7, 2017*

- Citizens of Athens-Clarke County will be provided the opportunity to vote on the TSPLOST 2018 Program Referendum on November 2017.

MAYOR AND COMMISSION

*Task No. 18: TSPLOST 2018 Oversight Committee
After November 7, 2017 – Prior to April 1, 2018*

- After approval of the TSPLOST 2018 Program by the citizens of ACC, an 11-member oversight committee will be appointed by the Mayor and Commission.