

PlanFirst Program RENEWAL Application

May 15, 2017

Introduction: The Department of Community Affairs' PlanFirst program rewards local governments that clearly demonstrate success with implementing their local comprehensive plan. To apply for PlanFirst designation, a local government must have Qualified Local Government certification and be current on required reporting to DCA. (To check status of both, please visit <http://www.georgiaplanning.com/planners/planreview/default.asp>).

A multi-agency review panel will evaluate a number of indicators of community success with plan implementation to select communities for this designation. All of these indicators are equally important, but size of the community is taken into consideration in the evaluation so that communities of various sizes are equally competitive for PlanFirst designation.

Instructions: Please answer all the following questions thoroughly, attaching additional pages where necessary, so that the reviewers have sufficient information to measure the success of your comprehensive plan implementation. Supporting documents might include: news articles, legal ads, lists of attendees, letters of support or other evidence of local involvement and commitment to successful plan implementation activities in your community. *Total application length, including supporting information and support letters, must not exceed 20 pages. Text areas will expand as needed.*

Applicant government	Town of Braselton
Mailing address	PO Box 306, Braselton, GA 30517
Telephone	706-654-5797
Email	kdkeller@braselton.net
Contact person; title	Kevin Keller, Planning and Development Director
Application prepared by	Kevin Keller
I, the undersigned authorized representative of the applicant, certify that to the best of my knowledge the information in this application is true and correct.	
Name of authorized official signing; title	Kevin Keller, Planning and Development Director
Date	May 15, 2017
Signature	

financial resources to implement many of the projects identified in the goals. Leveraging local funds with grants, County, Federal, and State monies has been utilized as a means to move projects forward. The Town has also created a Tax Allocation District to raise revenues to fund the implementation of our Downtown revitalization goals. Goals not related to capital projects, but instead policies and coordination activities come under the mandate given to staff by the elected body. The staff has utilized its talents and time to fulfill the vision represented in our Community Agenda. Staff limitations and financial constraints pose a big obstacle to accomplishing many of the goals in a short amount of time.

D. The Goals steer local decision-making on a continuous basis. Please tell us how and provide specific examples.

1. The Town has sought funding, coordination assistance, and has lobbied State and Federal officials to move forward needed transportation enhancements. These include the SR 211 widening, the Braselton Parkway extension, and SR 53 improvements.
2. Major improvements and expansions to the Town's public water and sewer system have continued over the last three years. This relates to the Comprehensive Plan goal of ensuring our utility system is of sufficient capacity to handle future growth as well as adequately deliver services to existing residents and businesses.
3. The Downtown Development Authority continues to increase its scope of services in response to goals relating to business recruitment, business retention, and revitalization of the Downtown District.
4. The Town has completed its streetscapes projects and has constructed a Town Green in response to Plan goals relating to increasing the amount of public spaces and pedestrian amenities.
5. Since 2015, the Town Council has approved two additional developments geared towards senior services and housing in response to goals relating to this purpose.
6. In response to goals relating to increased pedestrian and bike facilities, the Town has continued its efforts since 2015 in expanding its multi-use paths along the SR 211/SR 347/Thompson Mill Road area and continues to require developers to install such facilities as an approval condition of new developments.
7. Planning Commission work sessions are held annually with the purpose of reviewing the goals and objectives of the Community Agenda and developing further action steps to be taken in achieving the goals.
8. Town Council retreats are held annually with the purpose of reviewing the goals and objectives of the Community Agenda and developing further action steps to be taken in achieving the goals.
9. The Town is in the process of constructing a "splash pad" in its downtown park to further implement the goal of providing additional public spaces and park amenities.
10. The Downtown Development Authority actively promotes new business recruitment and retention to further this economic development goal set forth in the Comprehensive Plan.
11. The Town coordinates with GDOT on future widening and highway improvements to ensure that pedestrian facilities and streetscape improvements are being installed consistent with the goals relating to such in the Comprehensive Plan.

E. Consistent progress is being made at achieving the Goals. Since our original designation, we have addressed the following goals:

Please provide up to 5 Goals that have been achieved or are in process of being achieved.

1. Pursue long-term planning strategies to improve east-west circulation between Highways 211 and 53, including the feasibility of an extension of Braselton Parkway between 211 & Jesse Cronin Rd.

The Braselton Parkway extension was originally conceived to be funded as part of the original TSPLOST initiative. Despite the failing of the TSPLOST funding initiative that affected this project, the Town continues to actively pursue funding mechanisms to implement this project. Design work has already been completed for a portion of this project. The Town also is actively protecting corridors from development encroachment that would impact this project.

2. Ensure generous pedestrian amenities when improving key transportation routes such as Thompson Mill Road

The Town has expanded its multi-use path to extend along the full section of Thompson Mill Road in between SR 211 and SR 347. To ensure a complete network along both sides of the road along undeveloped tracts of land, conditions of zoning were put in place on recently approved developments to ensure that such facilities were installed as part of new development in this area.

3. Focus on employment creation, building off existing employment base

Within our principal industrial corridors, the Town has attracted two major employers in Amazon and Williams Sonoma. Re-zonings were approved to allow for additional development in the area that will promote additional job growth. The Town partners with major employers in the area and offers Town facilities to be utilized to host job fairs.

4. Create a business recruitment and retainment strategy for Downtown area

The Town has launched its "Buy Local" campaign for its local retail businesses. This campaign provides free marketing through social media and other various media publications to its local businesses.

5. Create strategies for minimizing conflicts between Chateau Elan and Highway 211 commercial traffic.

The Town has been actively working with GDOT and developers along the corridor to provide enhancements on SR 211 to increase capacity and better manage traffic flow. This includes taking a leadership and management role in the overall widening of SR 211 and also working on design concepts such as roundabouts and pedestrian tunnels underneath SR 211 to provide better pedestrian safety and connectivity along the corridor.

INDICATOR: LEADERSHIP

F. We have effective planning staff or another suitable arrangement for handling community planning matters. Please tell us about your staff or suitable arrangement, including, if you wish, any degrees or certifications.

The Town has a full time Planning and Development Department that was created in 2002. The Department is led by a Planning Director who has held that position since 2002 and was the first and only person to ever hold that position in Braselton. The Planning Director has a Master's Degree in Planning and has been certified by the American Institute of Certified Planners (AICP). Before coming to Braselton, this Planning Director had over eight years' experience in professional planning positions in both the state of Georgia and Tennessee.

G. We have an active planning commission or similar body to steer local planning decisions. Please provide information about your commission or similar body; for instance, number of members, meeting schedule, local affiliations, etc.

A Planning Commission was established in Braselton in 2001. The Commission consists of five members who are appointed by the Town Council. The commission member appointments last for four years. Commission members may be re-appointed by the Town Council. The Planning Commission holds public hearings on re-zonings, conditional uses, code amendments, and the Comprehensive Plan.

H. We have a regular local plan effectiveness evaluation process (such as annual planning retreats of elected leadership). Please provide information about the most recent.

The Planning Commission holds informal work sessions once or sometimes twice a year to evaluate the progress the Town has made in fulfilling the goals, objectives, and work program items in the Community Agenda and as a result makes recommendations to staff and the Town Council concerning regulatory changes and other initiatives. The Town Council holds an annual retreat to discuss progress being made in implementing the Short Term Work Program and Capital Improvements Program as well as lay out priorities for the next calendar year. The Town's most recent retreat was held in February of this year. In that retreat, an evaluation of goals was conducted along with prioritizing goals to be accomplished in the following calendar year.

I. All local officials (both elected and appointed) involved in local planning processes have recently attended training in how to use the plan effectively. Please list who attended, which trainings and the date(s) attended. These trainings may include those from Carl Vinson Institute of Government, the Community Planning Institute, GMA or ACCG land use or planning classes, and similar courses.

See attached.

J. Provide up to ten of your best recent examples which have occurred since your original designation where the plan steered a key local decision, with pertinent plan references (attach additional sheets as needed). Please explain the connection between the comprehensive plan and the decision(s) made. Explain how using the comprehensive plan has enhanced or improved the quality of life for your citizens as well as governmental operations in your community. If an activity involved one or more of the incentives provided by the **PlanFirst** program please explain.

1. The design and construction of the Town Green in the historic downtown.
2. The efforts of the Downtown Development Authority to add new community events in downtown Braselton to encourage visitors to the downtown district and to support local businesses. These include a farmers market, 5k races, geocaching, and new festivals.
3. The initiation of a project to construct a civic center in the downtown district.
4. The expansion of services provided by the Downtown Development Authority in the promotion of re-development activities, business recruitment, and business retention. The Buy Local campaign is a recent example of such an initiative undertaken by the DDA.
5. Amendment of building and development regulations to enhance architectural and landscaping requirements.
6. Approval re-zonings that would permit senior housing, and assisted living facilities. The goals and policies in the Comprehensive Plan guided the Council to make the decision to approve those developments. .
7. Allocation of funding to expand the multi-use paths and streetscape improvements in the SR 211/Thompson Mill Road corridor.
8. Conducted Rivers Alive events to promote protection of the Mulberry River corridor. Specific activities included streambank restorations, buffer enhancements, and cleanup activities.
9. Providing assistance to the property owner to find funding/tax incentives for the restoration of the historic cotton gin.
10. The Town partners with Chateau Elan to provide marketing materials promoting both the Town and resort to various media tourism publications.

INDICATOR: PARTICIPATION

K. Our comprehensive plan was prepared with multiple community input opportunities. Please provide information about these opportunities, including, if available, dates, agendas, other meeting materials.

The Community Agenda was built upon a significant community participation process that included meetings with a Steering Committee of community leaders, major property owners and interested citizens. Three public meetings were also held. Throughout the community participation process, stakeholders were involved in identifying priority issues to be addressed and the planning concepts that were most beneficial to addressing community concerns, promoting greater sustainability and enhancing the community. Surveys were conducted during Steering Committee meetings to help facilitate this input. The survey was also made available to the general public via the Town's web site. Through its mass e-mail distribution system, the Town was able to advertise and promote stakeholder meetings, public meetings, and the survey. This process occurred during the summer and fall of 2015.

L. The community input received during plan preparation influenced the content of the plan. How?

As a result of the public input process, including steering committee and public meetings, a series of guiding principles were established for future growth and development throughout Braselton. These guiding principles were reflected very strongly in the needs and opportunities section of the Comprehensive Plan which served as the foundation for the formulation of the Plan's goals and policies.

M. Our steering committee that guided development of the plan included local leaders and elected officials. Please provide a list of steering committee members and their local affiliations.

The steering committee consisted of a cross section of major business owners in the Town, major land owners, representatives from each neighborhood, the Mayor, a representative from the Town Council, a representative from the Planning Commission, Town staff, representatives from the County governments, and County School Systems. The names of the steering committee members are provided below:

Beth Adkins (citizen), Don Allen (citizen), LeAnne Akin (local media), Sean Brandenburg (business owner), Andrew Byrd (citizen), Broughton Caldwell (citizen), Kathy Cooper (Hall County Board of Commissioners), Michael Cronin (Board of Education), Dean Dow (citizen), Ronald Faughtenberry (citizen), Tony Funari (Town Council), Lisa Gabriel (citizen), Howard Hardaway (citizen), Jamie Hitzges (Jackson County School System), April Howard (Jackson County School System), Hollie Hutchinson (business owner), Thomas C. Kitchin (citizen/developer), Tom McMurdo, Bill Orr (Mayor), David Ostrander, Patty Patten, Justin Payne (business owner), Steve Payne (land owner), Cindy Philips (Downtown Development Authority/business owner), Amy Pinnell (Town staff), Edd Price (citizen/developer), Lyn Rooks (citizen), Matt Ruppel (developer/landowner/business owner), Peg Sheffield (citizen), Ron Silver (citizen), Allan Slovin (Planning Commission), Carol Smith (citizen), Ben Stephens (Fire department), Rhonda Stites (Town Council), Marvin Stover (business owner), Hudson Tang (business owner), Dan Underwal (citizen), Stephanie B. Williams (Downtown Development Authority/citizen), Sam Wilson (citizen), Svikanth Yamala (Hall County government), Pat Graham (Barrow County government), Lee Yarrell (citizen).

N. We have an active, ongoing, outreach process for soliciting input on planning matters from a broad spectrum of the community, including non-traditional populations, and the resulting input is listened to by community leaders. Describe this process. How do you engage the stakeholders? Have partnerships been developed because of the planning process? This outreach process includes activities such as:

The Town utilizes its web site, social media pages, and e-mail distribution lists to advertise and conduct surveys concerning upcoming initiatives. The purpose of these web tools is to allow citizens to provide feedback who may not be able to attend public meetings due to scheduling conflicts. The entire Town's elected body, appointed body, and agency meetings are open to the public and offer opportunities for the public to make comments. For major projects such as the Downtown streetscapes or Town Green project, open workshops are held where citizens could come and view design proposals and offer their feedback. The Town also hosts a 5 month long Citizens Academy where citizens may engage staff in an informal setting and pose questions or concerns. This Academy also serves as an educational tool as Department leaders provide an in depth report on the activities and roles of their respective departments. The Town has also created an e-mail distribution list that regularly distributes information to interested citizens on Planning Commission and Council agendas, proposed projects, and upcoming initiatives. This distribution list is open to any person who desires to be on it.

O. We have active advocates for plan implementation (such as activist citizens, organizations or neighborhood groups) that are listened to by community leaders. These groups include:

There are multiple neighborhood organizations that are strong in both their numbers and involvement with Planning issues in the community. These organizations participated in the planning process and continue to monitor the actions of the Town to ensure that policies that were advocated for in the Comprehensive Plan are adhered to. Some examples of such organizations include the Hoschton-Braselton Community Association, the united Homeowners Associations of Chateau Elan, the Riverstone Park Community Association, the Bakers Farm Community Association, the Falls of Braselton Community Association, the Clearwater Plantation Community Association, the Mulberry Park Community Association, and the Reflections Community Association. Representatives from these associations communicate regularly with elected officials and staff on important planning matters and are represented in an organized fashion when making statements at public hearings. These associations also share information concerning Town planning matters with its members on their web sites and newsletters. These organizations are considered the grass roots of the community and have the attention of elected officials when they express their views. Decisions made by the elected body are greatly influenced by input provided by these groups. Specifically, as it relates to re-zonings, future land use policy, and other land use matters.

Furthermore, there are several business associations who practice the same type of engagement with Town officials and staff as do the neighborhood groups listed above. These include the Downtown Braselton Business Association and the Braselton Community Improvement District.

INDICATOR: IMPLEMENTATION

P. The Work Program section of our comprehensive plan consists primarily of specific action items that make it clear exactly what we intend to do to implement the plan. Please give examples of measureable action items included in your work program(s).

The Town of Braselton updates its Short Term Work Program on an annual basis. Each work program item provides a time frame for implementation, cost estimate, and funding source. The Work Program was designed to address the issues, goals, and policies contained in the Community Agenda.

Q. Our Work Program action items clearly address local needs or goals identified in the plan. These local needs or goals are aligned with work program activities. For example:

The items in our work program do address items that were either identified as issues, goals, or policies in the Comprehensive Plan. Other work items for which there is no direct reference in the issues, opportunities, goals, and policy portion of the plan are included because they address a specific Town capital project need and do address the goals and policies in the Plan in a broader sense. The Town provides a Short Term Work Program (STWP) update every year. Therefore, the STWP is a policy that is constantly evaluated and monitored.

R. We have a good track record of accomplishing most of the action items included in past plan Work Programs. Our Report of Accomplishments very specifically shows our level of accomplishment, such as:

In the list of accomplishments included in the 2015 Comprehensive Plan update, of the twenty-nine items listed in the original STWP developed in the 2010 Community Agenda, twenty-two of those items have been completed or are ongoing projects. The remaining items have been postponed due to lack of funding. These items will be sought to be re-inserted into the STWP once funds become available.

S. Our local capital budget is consistent with, and is designed to implement, the comprehensive plan. Please explain the connections between your budget and your work program.

The Town's Capital Improvement Program includes projects that were either specifically identified in the Short Term Work Program, or addresses a Town need that was identified in the issues, opportunities, goals, and policies of the Comprehensive Plan. Projects either completed or underway related to downtown revitalization, pedestrian facilities, water/sewer needs, and transportation improvements that were listed in the Capital Improvement Program had roots from the Comprehensive Plan. Due to the Town's collection of impact fees, the Town is required to report on its STWP progress annually and provide a Capital Improvement Element as an accompanying document to the STWP.

T. Provide up to ten of your best recent examples of important projects carried out since your original designation as a result of the plan, with the specific plan references (attach additional sheets as needed). Please explain how these activities were a result of the plan or the planning process. Consider including photographs, newspaper articles or other exhibits to elaborate on these projects. Please show how these examples have enhanced the quality of life for your citizens. If any of the listed projects involved one or more of the incentives provided by the **PlanFirst** program, please indicate which incentive, and how it was beneficial.

Provided below are projects and initiatives included in the Short Term Work Program (STWP) that were either completed or initiated and still ongoing since Braselton's Plan First designation. The Town updates its STWP on an annual basis.

1. Downtown Streetscapes Project (STWP)– Completed Phase II of the project (Town Green). This will be a public space enjoyed by the entire community. The Town Green will hold future festivals, concerts, and generally provide a space for general recreation and relaxation.
2. Coordinate with counties to evaluate and implement a comprehensive GIS system (STWP) - Partnered with the Jackson County GIS department to provide GIS mapping and services for our entire jurisdiction (including Town areas in Gwinnett, Barrow, and Hall Counties). Providing funding assistance in a multi-jurisdictional provide to provide updated pictometry to the Town. This project will provide important tools to Town staff to deliver services more effectively and efficiently. The public will benefit by having access to additional map and data resources.
3. Braselton Life Path extensions (STWP) – Additional Life Path extensions constructed along SR 347 and Thompson Mill Road. Development requirements/stipulations were enacted to continue these extensions as part of private development projects. The Braselton Life Path (multi-use paths) has been very popular with our citizens and heavily used. The public has requested expansion of these facilities and the Town has been committed to deliver this amenity.
4. Acquire and construct additional parks and recreation facilities and equipment (STWP) – Initiated design and construction of a splash pad (interactive water feature). The splash pad will be a new public amenity in the downtown district. It is geared to be enjoyed by small children.
5. Construct Civic Center in downtown (STWP) – The Town has begun design work for the Civic Center with plans to start construction in the latter part of 2017.
6. Construct a parking deck in downtown (STWP) - The Town has begun design work for the parking deck with plans to start construction in the latter part of 2017. This project addresses requests and concerns raised by the public concerning the availability of parking in the downtown district. Business expansion, the addition of new public spaces and with the addition of events in downtown, parking demand has increased.
7. Wastewater treatment plant enhancements to ensure it is sufficiently capable to handle continuing growth, including new lab building and controls (STWP) – Construction of the new lab building initiated in 2017 and expected to be completed by summer of 2017.
8. Develop marketing materials for Downtown (STWP) – Substantial work has been achieved in this area with additional work to be ongoing into the future. Examples include pamphlets, marketing in media publications, and marketing in social media.

9. Wastewater treatment plant enhancements to ensure it is sufficiently capable to handle the expected growth (STWP) – Projects completed or are underway include pump station and force main replacements and re-use water distribution expansion.

10. Continuation of rehabilitation of historic buildings in downtown in disrepair - Addressed the goal of infill development and preservation of historic structures in the Downtown District. These buildings have been renovated with the intent of providing new space for retail and business.

U. Plan First designation is the result of good planning and execution of that plan by a local government. How has this designation benefitted your community?

The designation has brought increased awareness and interest in the community towards long-range planning initiatives brought forward by the Town. Increased awareness and interest in the planning process by the entire community has created an ongoing directive to both elected officials and staff to utilize the Comprehensive Plan daily with decision making and long term strategy development.

Please attach additional sheets as needed to tell your story. Application should not exceed 20 pages. Application may be electronically transmitted or printed, scanned and emailed to adriane.wood@dca.ga.gov . For more information, contact Adriane Wood.

Elected and appointed official transcripts



The Harold F. Holtz
Municipal Training Institute
for Elected Officials

TRAINING TRANSCRIPT

Mr. Tony Funari
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID:

Page 1

Certificate Levels	Credits		Completion Date
	Required	Completed	
Certificate of Recognition	42	105	June 22, 2013
Certificate of Achievement	72	105	
Certificate of Excellence	120	105	
Certificate Of Distinction	204	105	

Completed Courses

ELECTIVE

Revitalizing Neighborhoods - Tools for Local Officials	6	8/22/2014
Building a Hometown Connection: Lobbying 101	6	1/24/2015
Risk & Insurance 101 (Managing Your City's Risk)	3	6/27/2015
Managing Growth	6	1/23/2016
Critical Issues: Bike Friendly Community	3	6/24/2016
Local Government Debt Methods 101	3	6/25/2016
Critical Issues: Living Beyond Expectations	3	1/20/2017
Environmental Sustainability	6	1/21/2017
Downtown Development Authority Basic Training	6	6/20/2009
Public Presentations and Meet the Media	6	3/27/2010
Changing Demographics(formerly Cultural Diversity)	6	6/25/2011
Law Enforcement Services (formerly Public Safety)	6	6/23/2012

N/C=No Credit for Class



The Harold F. Holtz
Municipal Training Institute
for Elected Officials

TRAINING TRANSCRIPT

Mr. Tony Funari
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: **2/10/2017**
Student ID: **81421**

Page 1

NEWELECTED

Newly Elected Officials Institute	6	2/16/2008
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REQUIRED

Planning and Zoning	6	6/21/2008
Economic Development	6	6/22/2013
Municipal Law	6	1/25/2014
Municipal Finance	6	6/21/2014
Open Meetings/Open Records	6	1/22/2011
Community and Media Relations	6	3/26/2010
Municipal Court Post-Ferguson	3	1/23/2017

N/C=No Credit for Class

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TRAINING TRANSCRIPT

Mr. Bill Orr
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID: 86026

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<i>Certificate Levels</i>	Credits		Completion Date
	Required	Completed	
Certificate of Recognition	42	102	June 25, 2011
Certificate of Achievement	72	102	August 22, 2014
Certificate of Excellence	120	102	
Certificate Of Distinction	204	102	

Completed Courses

ELECTIVE

Money, Money, Money	6	1/24/2015
Local Government Debt Methods 101	3	6/27/2015
Building a Hometown Connection: Lobbying 101	6	1/23/2016
Critical Issues: Bike Friendly Community	3	6/27/2016
Creating a Downtown Renaissance	6	6/28/2016
Managing Growth	6	1/23/2010

NEWELECTED

Newly Elected Officials Institute	6	2/21/2010
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REQUIRED

Public Problems, Democratic Decisions	0	1/21/2017
Public Problems, Democratic Decisions	6	9/29/2015

N/C=No Credit for Class



The Harold F. Holtz
Municipal Training Institute
for Elected Officials

TRAINING TRANSCRIPT

Mr. Bill Orr
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID: 86026

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Human Resources (formerly Personnel Admin.)	6	3/26/2010
Managing Meetings and Parliamentary Procedures	6	3/27/2010
Planning and Zoning	6	6/26/2010
Ethics	6	1/22/2011
Municipal Finance	6	6/25/2011
Emergency Management	6	6/23/2012
Council/Staff Relationships	6	1/26/2013
Taxation 101 - The Basics	6	6/22/2013
Economic Development	6	1/25/2014
Economic Development	0	6/21/2014
Open Meetings/Open Records	6	8/22/2014

N/C=No Credit for Class

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TRAINING TRANSCRIPT

Ms. Peggy Slappey
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PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID: 86025

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<i>Certificate Levels</i>	Credits		Completion Date
	Required	Completed	
Certificate of Recognition	42	102	June 23, 2012
Certificate of Achievement	72	102	June 27, 2015
Certificate of Excellence	120	102	
Certificate Of Distinction	204	102	

Completed Courses

ELECTIVE

Managing Growth	6	1/23/2010
The Market Wants You!	3	5/20/2015
Civics for Local Government	3	6/27/2015
Strengthening Your Community / Children & Family	6	6/25/2011
Economics of Education	3	6/24/2016
Mobile Workshop- Port of Savannah	3	6/25/2016
Beyond the Beltway	3	1/20/2017
Money, Money, Money	6	1/21/2017

NEWELECTED

Newly Elected Officials Institute	6	2/21/2010
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REQUIRED

Conflict Resolution	6	6/26/2010
Open Meetings/Open Records	6	1/22/2011

N/C=No Credit for Class



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TRAINING TRANSCRIPT

Ms. Peggy Slappey
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID: 86025

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Public Problems, Democratic Decisions	6	9/29/2015
Roles and Responsibilities of Council and Staff	3	1/22/2016
Community and Media Relations	6	1/23/2016
Managing Meetings and Parliamentary Procedures	6	1/21/2012
Human Resources (formerly Personnel Admin.)	6	6/23/2012
Municipal Finance	6	1/26/2013
Economic Development	6	6/22/2013
Economic Development	0	1/25/2014
Municipal Law	6	6/21/2014
Emergency Management	6	1/24/2015

N/C=No Credit for Class

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TRAINING TRANSCRIPT

Ms. Rhonda Stites
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: **2/10/2017**
Student ID: **95146**

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<i>Certificate Levels</i>	Credits		Completion Date
	Required	Completed	
Certificate of Recognition	42	15	
Certificate of Achievement	72	15	
Certificate of Excellence	120	15	
Certificate Of Distinction	204	15	

Completed Courses

ELECTIVE

Changing Demographics and Best Practices	3	6/25/2016
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NEWELECTED

Newly Elected Officials Institute	6	2/28/2014
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REQUIRED

Economic Development	6	6/21/2014
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N/C=No Credit for Class



TRAINING TRANSCRIPT

Ms. Becky Richardson
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID: 99437

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<i>Certificate Levels</i>	Credits		Completion Date
	Required	Completed	
Certificate of Recognition	42	45	January 21, 2017
Certificate of Achievement	72	45	
Certificate of Excellence	120	45	
Certificate Of Distinction	204	45	

Completed Courses

ELECTIVE

Critical Issues: City's Economy Historic Preservation	3	6/24/2016
Changing Demographics(formerly Cultural Diversity)	3	1/23/2017

NEWELECTED

Newly Elected Officials Institute	6	2/26/2016
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REQUIRED

Roles and Responsibilites of Council and Staff	3	1/22/2016
Ethics	6	1/23/2016
Practices for Successful Meetings	3	6/25/2016
Opening Meetings	3	6/27/2016
Open Records	3	6/28/2016
Planning and Zoning	6	9/27/2016
Public Policy Development & Implementation	3	1/20/2017

N/C=No Credit for Class



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Ms. Becky Richardson
Town of Braselton
PO Box 306
Braselton, GA 30517-0006

As Of: 2/10/2017
Student ID: 99437

Page 2

Making Citizen Engagement Work in
Our Communities

6

1/21/2017

N/C=No Credit for Class

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