

Lena Bonner

From: Commissioner Lonnie Wimberly
Sent: Monday, July 27, 2026 12:00 PM
To: Lena Bonner
Cc: Tameka Allen
Subject: Ground Maintenance

Blood afternoon, Mrs. Bonner,

Please add this to the Augusta 4, 2026, agenda, requesting that the Administrator provide an update limited strictly to the matters listed within the item.

Agenda Item:

Please provide a comprehensive status update that presents the Commission with a complete and accurate picture of the current state of the Ground Maintenance Department and its readiness for implementation. The briefing should include the following:

- **Administrative Operations**
 - Identify the department's current administrative office location.
 - Describe the department's management structure (organization chart) and operational readiness.
- **Assets and Responsibilities**
 - Provide a complete inventory of all landscape and grounds maintenance assets assigned or proposed to be assigned to the department.
 - Identify the ownership, current location, and condition of these assets.
- **Service Area and Workload Analysis**
 - Provide a map identifying all service areas and maintenance responsibilities.
 - Include a workload analysis that identifies the acreage, facilities, rights-of-way, medians, parks, drainage-related areas, and other assets to be maintained.
 - Explain how service levels and maintenance frequencies were determined.
- **Equipment and Fleet**
 - Identify all equipment and vehicles required to fully operate the department.
 - Distinguish between existing assets being transferred, new purchases, leased equipment, and any equipment shortages.
- **Staffing Plan**
 - Provide the proposed organizational structure.
 - Identify all authorized positions, vacancies, positions to be transferred from other departments, and any new positions requested.
 - Describe the qualifications, certifications, and specialized skills required to successfully perform the department's responsibilities.
- **Budget and Financial Plan**
 - Provide a detailed breakdown of the identified **\$800,000** budget allocation, including but not limited to:
 - Personnel costs
 - Equipment acquisition and replacement
 - Fleet operations and maintenance

- Maintenance support services
- Operating supplies and materials
- Technology and software
- Training and safety equipment
- Contracted services, if applicable
- Contingency or reserve funding
- **Funding Sources**
 - Identify the funding source for each major budget category (e.g., General Fund, Stormwater Utility, SPLOST, grants, or other funding sources).
 - Explain the rationale and legal authority for using each funding source.

The objective of this briefing is to provide the Commission with sufficient operational, financial, and organizational information to evaluate the department's readiness, sustainability, and long-term effectiveness before additional implementation decisions are made.

Sincerely,

Lonnie C. Wimberly, RCSM, MBA, M.Ed
Commissioner District 4

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