

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

August 18, 2015

A G E N D A

1. Call to order.
2. Invocation and Pledge of Allegiance to the flag.
3. Adoption of the agenda.
4. Approval of the August 4, 2015 Regular Business Meeting minutes.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak before the Board of Commissioners about various topics, issues, and concerns. Following thirty minutes of hearing from the public, the Board of Commissioners will allow the remainder of citizens who have signed up to be heard at the next Tuesday business meeting.
6. PRESENTATION: "MARTA Update". (Presented by Mr. Keith Parker- MARTA's General Manager / CEO)
7. Consider requests of Debra Brewer, Director of Central Services. (NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website. Citizens can access this website via the following website address: <http://library.municode.com/index.aspx?clientId=10562>.)
 - 1) **Recommendation for the Purchase of Kaspersky Software License for End Point Security Advanced and Kaspersky Security for Virtualization utilizing Georgia Technology Contract ES-98000-30/0000524844.** (\$40,225.00 / Resilient Data Inc., located in Peachtree City, Georgia. Funding is available through the FYE 2016 Information Technologies Other Contract Services). As requested by the Information Technology Department. Pursuant to Section 2-114 and 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods. Per Section 2-114 of the Clayton County Code of Ordinances, Cooperative Purchasing Methods; the County may join with other governmental units in cooperative purchasing plans when the best interest of the county would be served thereby. The Clayton County Board of Commissioners makes the final award for cooperative purchases of \$35,000.00 and greater. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.
 - 2) **Recommendation for the Purchase of Specialty Safety SCBA Respirators, utilizing Statewide Contract #99999-SPD0000088-0088.** (\$41,248.20 / Fisher Scientific Company,

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LLC, located in Pittsburg, Pennsylvania. Funding is available through the FYE 2016 Fire Department's Other Minor Equipment Fund). As requested by the Fire Department. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

3) Recommendation for Renewal and/or Amendment of Annual Contracts:

A. The following Annual Contracts are being recommended for renewal and/or amendment pursuant to Section 2-136: (1) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. Per Section 2-136 (1) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

1. RFB #13-37 Clayton County Print Shop Supplies – (Multi-Award) Annual Contract Renewals and Amendments with: (1) Mac Papers, Inc., located in Lithia Spring, Georgia; **(2) Mark Andy Inc.,** located in Des Plaines, Illinois; and **(3) Unisource Worldwide, Inc.,** located in Norcross, Georgia, with a renewal period from September 1, 2015 through August 31, 2016. This is the final renewal on this contract. The Board of Commissioners approved this award on August 20, 2013.

2. RFB #14-45 Aluminum Sign Blanks for Clayton County, Georgia – Annual Contract Renewal with Universal Signs & Accessories, A Division of McCain Sales of Florida, Inc., located in Fort Pierce, Florida, with a renewal period from December 1, 2015 through November 30, 2016. There is one remaining renewal on this contract. The

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Board of Commissioners approved this award on November 4, 2014.

- 3. 2014-AA Lighting Systems for Various Parks and Recreational Facilities – Annual Contract Renewal (Statewide Contract KNP-201302-01) with Musco Sports Lighting LLC**, located in Muscatine, Iowa, with a renewal period from November 1, 2015 through October 31, 2016. There is one remaining renewal on this contract. The Board of Commissioners approved this award on October 21, 2014.

- B. The following Annual Contracts are being recommended for renewal and/or amendment pursuant to Section 2-136: (2) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. Per Section 2-136 (2) of the Clayton County Purchasing Ordinance, Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

- 1. RFP #13-24 Swim Lesson Provider – Annual Contract Renewal with Tara Tarpons Swim Association**, located in Jonesboro, Georgia, with a renewal period from October 1, 2015 through September 30, 2016. This is the final renewal on this contract. The Board of Commissioners approved this award on August 20, 2013.

- 2. RFP #13-45 Wrecker Services for Clayton County – (Multi-Award) Annual Contract Renewals with: (1) New Image Towing and Recovery, Inc.**, located in Forest Park, Georgia; and **(2) Tara Wrecker, Inc.**, located in Jonesboro, Georgia, with a renewal period from December 1, 2015 through November 30, 2016. There is one remaining renewal on this contract. The Board of Commissioners approved this award on November 5, 2013.

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- 1) 911 Communications Center requests to create three (3) positions:
 - a) Deputy Director
 - b) Career Development Manager
 - c) Administrative Secretary

9. Consider the request of Ramona Bivins, Chief Financial Officer.
 - 1) Budget Amendment #2-45/Forest Park Tax Allocation District/FYE 6-30-15 - To provide for intergovernmental expenses paid to Forest Park, in the amount of \$59,108.

 - 2) Budget Amendment #2-46/Vital Records/FYE 6-30-15 - To provide additional funding for excess vital records board member fees, in the amount of \$1,250.
 - 3) Budget Amendment #2-47/Superior Court/FYE 6-30-15 - To provide additional funding for excess contract services, court reporter, emeritus and indigent defense expenses, in the amount of \$147,412.

 - 4) Budget Amendment #2-48/State Court Admin/FYE 6-30-15 - To provide additional funding for excess bailiff fee expenses, in the amount of \$29,810.

 - 5) Budget Amendment #2-49/Clerk of Superior Magistrate Court/FYE 6-30-15 - To provide additional funds for excess jury script expenses, in the amount of \$63,893.

 - 6) Budget Amendment #2-50/Prison/FYE 6-30-15 - To provide additional funds for excess electric utilities expenses, in the amount of \$395,637.

 - 7) Budget Amendment #2-51/Sheriff/FYE 6-30-15 - To provide additional funds for excess overtime expenses, in the amount of \$866,790.

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- 8) Budget Amendment #2-52/Courthouse Security/FYE 6-30-15 - To provide funds for excess part time, FICA and workers compensation expenses, in the amount of \$144,384.
- 9) Budget Amendment #2-53/Sheriff Special Operations/FYE 6-30-15 - To provide additional funds for prison transport expenses, in the amount of \$76,134.
- 10) Budget Amendment #2-54/Forest Park Library/FYE 6-30-15 - To provide additional funds for salary expenses, in the amount of \$6,185.
- 11) Budget Amendment #2-55/International Park/FYE 6-30-15 - To provide additional funds for excess part time wage expenses, in the amount of \$48,631.
- 12) Budget Amendment #2-56/Building and Maintenance/FYE 6-30-15 - To provide additional funds for contract and repair expenses, in the amount of \$100,615.
- 13) Budget Amendment #2-57/General Government/FYE 6-30-15 - To provide additional funds for maintenance contract and energy system lease expenses, in the amount of \$456,186.
- 14) Budget Amendment #2-58/Sheriff Federal Drug Fund/FYE 6-30-15 - To appropriate funds from fund balance for minor equipment, auto and truck expenses, in the amount of \$1,515.
- 15) Budget Amendment #2-59/Police- Narcotics Unit/FYE 6-30-15 - To appropriate funds from fund balance for building lease, crime prevention and credit card service expenses, in the amount of \$65,885.
- 16) Budget Amendment #2-60/State- Narcotics Unit/FYE 6-30-15 - To appropriate funds from fund balance for crime prevention expenses, in the amount of \$109,726.

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- 17) Budget Amendment #4-142/2015 SPLOST and Debt Service Fund/FYE 6-30-15 - To amend the budget to transfer funds from 2015 SPLOST Fund to Debt Services Fund for interest payment for the 2015 SPLOST Bonds A & B Series, in the amount of \$385,060.
- 18) Budget Amendment #4-143/2009 Reimposition SPLOST/FYE 6-30-15 - To amend the budget for payment of road repair and maintenance work by Transportation and Development based on the Service Delivery Agreement with the cities of Forest Park, Jonesboro and Morrow, in the amount of \$145,238.
- 19) Budget Amendment #2-07/Police/E-911/FYE 6-30-16 - To eliminate a Police Training Instructor in the Police Department and transfer the funds to E-911 to add a Deputy Director, Administrative Secretary and a Career Development Manager, in the amount of \$110,867.
- 20) Budget Amendment #4-09/2015 SPLOST/FYE 6-30-16 - To appropriate funds from 2015 SPLOST Fund Balance to carry forward fiscal year 2015 SPLOST project budgets and setup budgets for fiscal year 2016, in the amount of \$24,419,167.
- 21) Budget Amendment #4-10/2015 SPLOST/FYE 6-30-16 - To amend the budget to appropriate funds from the 2015 SPLOST Fund Balance for the Comprehensive Justice Information System (CJIS) Enterprise Email project, in the amount of \$350,001.
- 22) Budget Amendment #4-11/2009 Reimposition SPLOST/FYE 6-30-16 - To amend the budget for additional funds for additional dirt at the Lovejoy Field Renovation project, in the amount of \$21,092.
- 23) Budget Amendment #4-12/2009 Reimposition SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for renovation of the building on the Rivers Edge Green Space property, in the amount of \$20,300.
- 24) Budget Amendment #4-13/2015 SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for the VoIP phone system, in the amount of \$135,255.

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10. Resolution 2015-210 - A Resolution to enter into a License Agreement with Caribbean Association of Georgia, Inc., to host “The Atlanta Caribbean Cultural Festival” at Clayton County International Park.

Synopsis: Caribbean Association of Georgia, Inc. wishes to host a cultural festival entitled “Atlanta Caribbean Cultural Festival” on Saturday, August 22, 2015. The festival will host a variety of health checkups and live entertainment.

11. Resolution 2015-211 - A Resolution to allow State Representative Sandra Scott to host the 5th Annual Senior Citizens Breakfast at the Carl Rhodenizer Recreation Center.

Synopsis: State Representative Sandra Scott wishes to host the 5th Annual Senior Citizens Breakfast at the Carl Rhodenizer Recreation Center on September 19, 2015. This event will have no impact on the County staff or programming services and will serve as an opportunity to educate seniors of the county on housing assistance and scams.

12. Resolution 2015-212 - A Resolution to allow State Representative Sandra Scott to host a Veteran’s Fish Fry at the Carl Rhodenizer Recreation Center.

Synopsis: State Representative Sandra Scott wishes to host a free Veteran’s Fish Fry at the Carl Rhodenizer Recreation Center on November 14, 2015. This event will have no impact on the County staff or programming services and will honor Veterans residing in House Districts 76 and 77, as well as Senate District 44.

13. Resolution 2015-213 - A Resolution to amend Resolution No. 2015-89, which authorized Clayton County to submit a statement of need grant proposal to Promote Safe and Stable Families on behalf of Clayton County Extension Service and to provide funding for parenting education.

Synopsis: A Resolution amending Resolution No. 2015-89 which authorized Clayton County to apply for, and if awarded, accept grant funds from Promoting Safe and Stable Families in the amount of \$60,000.00 with the County matching funds in the amount of \$15,000.00 (\$75,000.00), to provide services for parenting education to prevent child maltreatment. The

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new amendment would be the grant fund amount of \$56,250.00 with the County providing a match of funds in the amount of \$18,750.00 which include cash as well as in-kind contributions. The county is required to execute a new application and cover form for this change.

14. Resolution 2015-214 - A Resolution authorizing Clayton County to enter into certain Construction Agreements and an easement for the installation of electric service with the Georgia Power Company.

Synopsis: The County will enter certain construction agreements for electrical service and easement on certain property located at 7810 Highway 85, Riverdale, GA.

15. Resolution 2015-215 - A Resolution authorizing Clayton County to enter into a Location Agreement with Jetsetter Productions, Inc., providing for the terms and conditions under which land, water and facilities will be used at 2300 Highway 138, SE, Jonesboro, GA for the purpose of photographing, filming and recording.

Synopsis: Jetsetter Productions, Inc. wishes to utilize certain property in Clayton County for the purpose of photographing, filming and recording.

16. Resolution 2015-216 - A Resolution authorizing Clayton County to enter into a Memorandum of Understanding (MOU) with the Drug Enforcement Administration to participate in the Atlanta Tactical Diversion Task Force.

Synopsis: The County will enter into a Memorandum of Understanding with the Drug Enforcement Administration of the United States Department of Justice's (Atlanta Diversion Task Force) to allow the Clayton County Police Department to participate in the program.

17. Resolution 2015-217 - A Resolution authorizing Clayton County to accept abandoned property pursuant to O.C.G.A §17-5-54(e) and Superior Court Order 2015CV02915-8 for official use by the Police Department.

Synopsis: The County will accept abandoned property pursuant to O.C.G.A §17-5-54(e) and a Superior Court Order to be officially used by the Police Department.

18. Resolution 2015-218 - A Resolution authorizing Clayton County to enter into a License Agreement with the Southern Crescent Sexual Assault and Child Advocacy Center, Inc., providing for the lease of property located within Clayton County to operate a sexual assault and child advocacy center.

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***Synopsis:** The County will enter into a lease agreement with Southern Crescent Sexual Assault and Child Advocacy Center Inc.*

19. Resolution 2015-219 - A Resolution authorizing the Tax Commissioner of Clayton County to conduct Judicial In Rem tax foreclosures; authorizing the Tax Commissioner to enter into agreements for legal services.

***Synopsis:** The Resolution with authorize the Tax Commissioner to conduct Judicial In Rem tax foreclosures and enter into agreement(s) for legal services with the legal counsel of their choice.*

20. Resolution 2015-220 - A Resolution authorizing Clayton County to apply for and if awarded accept grant funds from the Criminal Justice Coordinating Council for the purpose of reducing recidivist matters within the Clayton County Juvenile Court.

***Synopsis:** This Resolution will allow Clayton County Juvenile Court to apply for and if awarded accept a grant in an amount up to \$100,000.00 from the Juvenile Justice Coordinating Council for the 2015 Juvenile Justice Delinquency Prevention and Treatment Program.*

21. **Order for Remission:** State of Georgia v. Milika Monique Holmes and Anytime Bail Bonding Co., Surety (2013CR10719-FF, \$1,200.00)
22. Appointment to the Department of Behavioral Health and Developmental Disabilities Region 3 Advisory Council to fill the expired term of Dr. Angelita Howard. The term is for three years expiring on February 29, 2018. (Full-Board Appointment)
23. Appointment to the Department of Behavioral Health and Developmental Disabilities Region 3 Advisory Council to fill the expired term of Ms. Michelle Fuqua. The term is for three years expiring on November 30, 2017. (Full-Board Appointment)
24. Appointment to the Department of Behavioral Health and Developmental Disabilities Region 3 Advisory Council to fill a vacant seat formerly held by Mr. Brent Benedetti. The term is for three years expiring on April 2, 2016. (Full-Board Appointment)
25. Appointment to the Solid Waste Management Authority to fill the expiring term of Rodney Givens. The term is for four years expiring on August 20, 2019. (Full-Board Appointment) *(Held from the August 4, 2015 Meeting)*

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26. ZONING PETITION: **ELLEN SMITH/ CUP-15/05-16 & BZA-15/06-69**

The Applicant, Ellen Smith on behalf of SBA Towers V, LLC c/o Carter Smith, is requesting a CUP (Conditional Use Permit) from Article 3, Section 3.31 HI (Heavy Industrial) District; a variance from Article 6, Section 6.37 TF-06.A.1 Design Standards for Telecommunication Facilities to reduce the tower height setback and a variance from Article 6, Section 6.37 TF-06.D.1, Landscaping to eliminate ten (10) feet wide landscape buffer requirement to allow for the construction of a new wireless communication facility (cell tower). The subject property is located at 1053 Mt. Zion Road, Morrow, GA 30260 and otherwise known as parcel number 13-145A-E009. The subject property contains approximately 3.963 +/- acres of land and it is currently zoned HI (Heavy Industrial) District.

Commissioner District 4 – Michael Edmondson

The Zoning Advisory Group Recommended APPROVAL

27. ZONING PETITION: **SHILOH BAPIST CHURCH/ CUP-15/05-15**

The Applicant, Shiloh Baptist Church, is requesting a CUP (Conditional Use Permit) from Article 3, Section 3.5 RS-180 (Residential) District to allow for a church to operate a private school on the property. The property is located at 8955 Fayetteville Road, Jonesboro, GA and otherwise known as parcel number 05-242C-A001. The subject property is approximately 8.75+/- acres of land.

Commissioner District 3 – Shana M. Rooks

The Zoning Advisory Group Recommended APPROVAL w/conditions

28. ZONING PETITION: **MOORE BASS CONSULTING, INC./PEZ-15/03-171**

The Applicant, Moore Bass Consulting, Inc., is requesting acceptance and signature of the Replat for Final Plat known as Northbridge Cove Subdivision, to correct errors identified on previously recorded plat. The properties located on lot(s) 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13 and 14 located at Haley Lane and Pernell Drive. The subject properties are approximately a combined 6.45 +/- acres of land and zoned Residential District.

Commissioner District 3 – Shana M. Rooks

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The Zoning Advisory Group Recommended APPROVAL

29. ZONING PETITION: **SHAWN RILEY/CUP-15/06-14**

The Applicant, Shawn Riley on behalf of Decatur Properties, IV, Inc., is requesting a CUP (Conditional Use Permit) related to Article 3, Section 3.17 NB (Neighborhood Business) District to allow for the use of a child daycare facility. The subject property is located at **6048 West Fayetteville Rd, College Park, GA 30349** and otherwise known as parcel number 13-122A B001. The subject property contains approximately 3.4 +/- acres of land and it is currently zoned NB (Neighborhood Business) District.

Commissioner District 2 – Gail Hambrick

The Zoning Advisory Group Recommended APPROVAL

30. ZONING PETITION: **BETTY C. DORSEY/RECZ-15/06-17**

The Applicant, Betty C. Dorsey represented by Robert G. Franks, is requesting an amendment to the Official Zoning Map from RS-110 (Single Family Residential) to GB (General Business) to allow for the primary use of an office on the property. The subject property is located at **6008 Old Dixie Highway, Forest Park, GA 30297** and otherwise known as parcel number 13-115A B006. The subject property is approximately 0.40 +/- acres of land.

Commissioner District 2 – Gail Hambrick

The Zoning Advisory Group Recommended DENIAL

31. ZONING PETITION: **HECHT WALKER/PHO-15/07-2**

The Applicant, Hecht Walker Attorney at Law on behalf of Dave Avant, a recycling facility is seeking renewal of an EPD permit. Pursuant to the Georgia Department of Natural Resources, Environmental Protection Division public hearing requirements, comments and concerns will be accepted concerning the proposed permit issuance. The subject property is located at **3310 Grant Road in Conley, GA** and otherwise known as parcel number 12-243B-B-005. The property is currently zoned Heavy Industrial (HI) and is located within Land Lot 243 of the 12th District.

Commissioner District 2 – Sonna Gregory

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NO Recommendation Required (For Public Hearing Only)

EXECUTIVE SESSION –

32. Consider any action(s) necessary based on decision(s) made in the Executive Session.

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A G E N D A

FINANCE SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-45

DATE: August 12, 2015
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Forest Park Tax Allocation District

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-15:

INCREASE REVENUE:

Real Property Taxes	505-7405-3000	\$	22,577
Appropriation from Fund Balance	505-7405-7000		36,531
		\$	<u>59,108</u>

INCREASE EXPENSE:

Intergovernmental Expenses	505-7405-5015	\$	59,108
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Reason: To provide for intergovernmental expenses for paid to Forest Park.

TO: Ramona Thurman Bivins, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

Date

Sandra Davis, Clerk of Commission

dj

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Vital Records

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Title Ad Valorem Taxes	101-1801-3023	\$	1,250
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INCREASE EXPENSES:

Board Member Fees	101-1603-4115	\$	1,250
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Reason: To provide additional funding for excess vital records board member fees.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Superior Court

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Title Ad Valorem Taxes	101-1801-3023	\$	147,412
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INCREASE EXPENSES:

Other Contract Services	101-2001-4140	\$	29,355
Court Reporter Fees	101-2001-4625		101,499
Emeritus and Pro Tem Fees	101-2001-4625		16,488
Indigent Defense Fees	101-2001-4635		70
		\$	147,412

Reason: To provide additional funding for excess contract services, court reporter, emeritus, and indigent defense expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- State Court Admin

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Title Ad Valorem Taxes	101-1801-3023	\$	29,810
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INCREASE EXPENSES:

Bailiff Fees	101-2101-4651	\$	29,810
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Reason: To provide additional funding for excess bailiff fee expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Clerk of Superior Magistrate Court

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Title Ad Valorem Taxes	101-1801-3023	\$	63,893
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INCREASE EXPENSES:

Jury Script Fees	101-2401-4640	\$	63,893
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Reason: To provide additional funds for excess jury script expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Prison

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Title Ad Valorem Taxes	101-1801-3023	\$ 262,451
True Up Title Ad Valorem Taxes	101-1801-3024	133,186
		<u>\$ 395,637</u>

INCREASE EXPENSES:

Electric Utilites	101-2751-4500	\$ 395,637
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Reason: To provide additional funds for excess electric utilites expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

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**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Sheriff

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

True Up Title Ad Valorem Taxes	101-1801-3024	\$	866,790
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INCREASE EXPENSES:

Overtime	101-2801-4002	\$	866,790
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Reason: To provide additional funds for excess overtime expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Courthouse Security

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

True Up Title Ad Valorem Taxes	101-1801-3024	\$	144,384
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INCREASE EXPENSES:

Part Time Temporary Wages	101-2802-4001	\$	109,292
FICA and Medicare Insurance	101-2802-4021		8,375
Workers Compensation Insurance	101-2802-4023		26,717
		\$	144,384

Reason: To provide funds for excess part time, FICA and workers compensation expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Sheriff Special Operations

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

True Up Title Ad Valorem Taxes	101-1801-3024	\$	76,134
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INCREASE EXPENSES:

Prisoner Transport Expense	101-2806-4755	\$	76,134
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Reason: To provide additional funds for prison transport expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Forest Park Library

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

True Up Title Ad Valorem Taxes	101-1801-3024	\$	6,185
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INCREASE EXPENSES:

Regular Salaries and Wages	101-5040-4000	\$	6,185
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Reason: To provide additional funds for salary expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- International Park

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Ticket Revenue	101-5125-3343	\$	48,631
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INCREASE EXPENSES:

Part Time Temporary Wages	101-5125-4001	\$	48,631
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Reason: To provide additional funds for excess part time wage expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Building and Maintenance

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

True Up Ad Valorem Taxes	101-1801-3024	\$ 100,615
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INCREASE EXPENSES:

Other Contract Services	101-6201-4140	\$ 57,277
R & M Buildings	101-6201-4815	43,338
		\$ 100,615

Reason: To provide additional funds for contract and repair expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- General Government

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

True Up Ad Valorem Taxes	101-1801-3024	\$ 456,186
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INCREASE EXPENSES:

Other Contract Services	101-6530-4140-10000-8TR02	\$ 374,329
Other Contract Services	101-6530-4140-20000-8SM01	41,907
Debt Service	101-6530-5530	39,950
		\$ 456,186

Reason: To provide additional funds for maintenance contract and energy system lease expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Sheriff Federal Drug Fund

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Appropriations from Fund Balance	220-2801-7000	\$	1,515
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INCREASE EXPENSES:

Other Minor Equipment	220-2801-4394	\$	15
Autos & Trucks	220-2801-6020	\$	1,500
		\$	1,515

Reason: To appropriate funds from fund balance for minor equipment, auto and truck expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

el

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 12, 2015
TO: Jeffrey E. Turner, Chairman
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment- Police - Narcotics Unit

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE REVENUE:

Appropriations from Fund Balance	220-3101-7000	\$	65,885
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INCREASE EXPENSES:

Building Lease and Rent	220-3101-4205	\$	22,910
Crime Prevention & Investment	220-3101-4315		42,633
Bank Credit Card Service	220-3101-4612		342
		\$	<u>65,885</u>

Reason: To appropriate funds from fund balance for building lease, crime prevention and credit card service expenses.

TO: Dennis Johnson, Budget Manager

According to the Statement of Policy, the above listed transfer has been approved.

Date

Jeffrey E. Turner, Chairman

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 308 - 2015 SPLOST
Fund 400 - Debt Service Fund

I do hereby request and submit the following transfer of funds to be approved for FYE 6-30-15:

INCREASE EXPENSE:

Operating Transfer Out	308-6501-7510-10000-7B15A	\$ 234,047
Operating Transfer Out	308-6501-7510-10000-7B15B	151,013
		<u>\$ 385,060</u>

DECREASE EXPENSE:

Building & Improvements	308-5660-6010-10000-7B15A	\$ 234,047
Building & Improvements	308-6501-6010-8C099-7B15B	151,013
		<u>\$ 385,060</u>

INCREASE REVENUE:

Operating Transfer In	400-7217-7010-10000-7B15A	\$ 234,047
Operating Transfer In	400-7217-7010-10000-7B15B	151,013
		<u>\$ 385,060</u>

DECREASE EXPENSE:

Interest & Fiscal Charges	400-7217-5500-10000-7B15A	\$ 234,047
Interest & Fiscal Charges	400-7217-5500-10000-7B15B	151,013
		<u>\$ 385,060</u>

Reason: To amend the budget to transfer funds from 2015 SPLOST Fund to Debt Services Fund for interest payment for the 2015 SPLOST Bonds A&B Series.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 307 - 2009 Reimposition SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-15:

INCREASE REVENUE:

City of Forest Park - SDA	307-4001-3270-10000-6FP40	\$	53,598
City of Jonesboro - SDA	307-4001-3270-10000-6JN40		89,238
City of Morrow - SDA	307-4001-3270-10000-6MR40		2,402
		\$	<u>145,238</u>

INCREASE EXPENSE:

R&M Roads - 2014 Work Orders	307-4001-4855-10000-7Y14A	\$	56,000
R&M Roads - 2013 Work Orders	307-4001-4855-10000-7Y13A		89,238
		\$	<u>145,238</u>

Reason: To amend the budget for payment of road repair and maintenance work by Transportation and Development based on the Service Delivery Agreement with the cities of Forest Park, Jonesboro and Morrow.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-07

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Police/E-911

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE EXPENSE:

Operating Transfers Out	101-6501-7510	\$	103,944
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DECREASE EXPENSE:

Regular Salaries and Wages	101-3001-4000	\$	79,084
Pension Expense	101-3001-4020		10,992
FICA and Medicare Insurance	101-3001-4021		6,050
Group Health and Life	101-3001-4022		5,691
Workers Compensation	101-3001-4023		2,127
		\$	<u>103,944</u>

INCREASE REVENUE:

Operating Transfer In	215-3301-7010	\$	103,944
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INCREASE EXPENSE:

Regular Salaries and Wages	215-3301-4000	\$	152,452
Pension Expense	215-3301-4020		21,191
FICA and Medicare Insurance	215-3301-4021		11,663
Group Health and Life	215-3301-4022		25,404
Workers Compensation	215-3301-4023	\$	4,101
			<u>214,811</u>

DECREASE EXPENSE:

Part Time Temporary Wages	215-3301-4001	\$	110,867
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Reason: To eliminate a Police Training Instructor in the Police Department and transfer the funds to E-911 to add a Deputy Director, Administrative Secretary, and a Career Development Manager.

TO: Ramona Thurman Bivins, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

Date

Sandra Davis, Clerk of Commission

dj

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 308 - 2015 SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE REVENUE:

Appropriations from SPLOST Fund Balance	308-1201-7000	\$ 13,000,000
Appropriations from SPLOST Fund Balance	308-1901-7000	3,000,000
Appropriations from SPLOST Fund Balance	308-5660-7000	372,759
Appropriations from SPLOST Fund Balance	308-6001-7000	2,831,369
Appropriations from SPLOST Fund Balance	308-2803-7000	1,893,757
Appropriations from SPLOST Fund Balance	308-6201-7000	157,663
Appropriations from SPLOST Fund Balance	308-6501-7000	3,163,619
		<u>3,163,619</u>
		\$ 24,419,167

INCREASE EXPENSES:

Bond Issuance Costs	308-5660-4117-10000-7Y15A	\$ 372,759
Enterprise Software System -Office/Computer Equipment	308-1201-6030-10000-7B15B	13,000,000
Tax Management System - Office/Computer Equipment	308-1901-6030-10000-7B15B	3,000,000
Fleet Maintenance - Autos & Trucks	308-6001-6020-10000-7B15B	2,831,369
Jail Security/Access/Video Surveillance - Other Equipment	308-2803-6040-10000-7B15B	1,893,757
Building Improvements - Roof/Structure/Bldg. Repairs	308-6201-6010-10000-7B15B	157,663
Other General Govt. -Undesignated	308-6501-6010-8C099-7B15B	3,019,987
Other Contract Svc Fees - SPLOST Program Management	308-6501-4140-8C099	143,632
		<u>143,632</u>
		\$ 24,419,167

Reason: To appropriate funds from 2015 SPLOST Fund Balance to carry forward fiscal year 2015 SPLOST project budgets and setup budgets for fiscal year 2016.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 308 - 2015 SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE REVENUE:			
Appropriations from SPLOST Fund Balance	308-1301-7000	\$	350,001
INCREASE EXPENSES:			
Other Contract Services	308-1301-4140-8C001-7Y160	\$	183,659
Capital - Office Furniture & Equipment	308-1301-6030-8C001-7Y160		<u>166,342</u>
		\$	350,001

Reason: To amend the budget to appropriate funds from the 2015 SPLOST Fund Balance for the Comprehensive Justice Information System (CJIS) Enterprise Email project.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission



Fw: SPLOST Project Accounts

Dennis Johnson to: Ramona Bivins
Cc: Sharon Stone

08/06/2015 05:09 PM

Here are the final numbers on the SPLOST Projects we discussed with Brett and Jason. Planning on preparing BA's for this for next week as we discussed.

Sharon, Please prepare these budget amendments from the 2015 SPLOST.

Dennis Johnson
Budget Manager
Clayton County Board of Commissioners
770-477-3205 Phone
770-477-3235 Fax
Dennis.Johnson@co.clayton.ga.us

----- Forwarded by Dennis Johnson/Finance/Clayton on 08/06/2015 05:07 PM -----

From: Jason Brookins <jason.brookins@claytoncountyga.gov>
To: Dennis Johnson <Dennis.Johnson@co.clayton.ga.us>
Cc: Brett Lavender <brett.lavender@claytoncountyga.gov>
Date: 08/06/2015 05:04 PM
Subject: SPLOST Project Accounts

Good Afternoon Dennis,

Here are my breakdowns for amounts needed for the SPLOST projects we discussed on Tuesday. I would like to track each project separately.

Enterprise Software System (Fiber Expansion) - \$705,763.50

4140 – Contract Services - \$428,403.43
4393 – Minor Computer Equipment - \$104,459.37
6030 – Capital Equipment - \$172,898.70

CJIS Enterprise Email - \$350,000

4140 – Contract Services - \$183,658.58
6030 – Capital Equipment - \$166,341.42

Once we get the new pricing for the phone system, I will send that to you as a separate project.

Do you think we could make this happen by the August 18th commission meeting? If so, would we also be able to put the POs in the system and have the ones that have to go before the board approved at the same meeting?

Thanks,

Jason

Jason Brookins

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 307 - 2009 Reimposition SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE EXPENSE:

R&M Recreational Area	307-5120-4845-PR005-7Y150	\$	21,092
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DECREASE EXPENSE:

Buildings & Imp-Beach Pavilion Renovations	307-5125-6010-PR000-7Y140	\$	15,734
Buildings & Imp-Beach Fencing	307-5125-6010-PR000-7Y14A		5,358
		\$	21,092

Reason: To amend the budget for additional funds for additional dirt at the Lovejoy Field Renovation project.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission



Budget Amendment

Troy Hodges to: Detrick.Stanford, Sharon Stone

08/07/2015 05:13 PM

Detrick

We will need a budget amendment for the dirt at Lovejoy Soccer Complex. The amendment details are as follows:

Move \$15,734.00 from 307-5125-6010-PR000-7Y140 to 307-5120-4845-PR005-7Y150
Move \$5,358.92 From 307-5125-6010-PR000-7Y14A to 307-5120-4845-PR005-7Y150
Total \$21,092.92

These funds will be used to purchase additional dirt from an annual contract vendor for the Lovejoy Soccer Complex.

Sharon will verify that the funds are available and the account numbers are correct.

Thank you

Troy Hodges, CPRP
Assistant Director
Clayton County Parks & Recreation
770-603-4013
770-477-1696 Fax
troy.hodges@co.clayton.ga.us

"We connect communities through people, parks and programs"

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 307 - 2009 Reimposition SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE REVENUE:			
Appropriations from SPLOST Fund Balance	307-5120-7000	\$	20,300
DECREASE EXPENSE:			
Building & Improvements	307-5120-6010-PR006-7Y150	\$	20,300

Reason: To appropriate funds from fund balance to provide funding for renovation of the building on the Rivers Edge Green Space property.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission

Re: Establishing Account - Rivers Edge Project 

Les Markland to: Detrick Stanford

08/05/2015 09:04 AM

Cc: Dennis Johnson, Ramona Bivins, Sharon Stone, Terrie Randolph, Julie Hornick,
Marty Fox, Rocky Clendering

History. This message has been replied to.

Detrick,

The following repair cost to the main building at River's Edge to secure and dress up the exterior before the ribbon cutting are as follows.

- 1.) Intrusion Alarm - \$7,500.00
 - 2.) Glass replacement - \$1,800.00
 - 3.) Wood Rot Repair - \$2,500.00
 - 4.) Door hardware and keying - \$2,500.00
 - 5.) Exterior Painting - \$6,000.00
- Total cost \$20,300.00

I have ordered the glass, which takes about 2 weeks to deliver and the components for the intrusion system. The other items are waiting on an account. I'll also need a paint scheme for the paint or we can go with the colors out there.

Les Markland, Director
Clayton County Building Maintenance
1376 Government Circle
Jonesboro, Georgia, 30236

Phone: 770.477.3557
Fax: 770.477.3544

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Detrick Stanford *Sent On Behalf of Detrick Stanford:* Good After... 08/04/2015 03:30:27 PM

From: Detrick Stanford <detrick.stanford@claytoncountyga.gov>
To: Sharon Stone <Sharon.Stone@co.clayton.ga.us>
Cc: Les Markland <les.markland@co.clayton.ga.us>, Dennis Johnson <dennis.johnson@co.clayton.ga.us>, Ramona Bivins <ramona.bivins@claytoncountyga.gov>
Date: 08/04/2015 03:30 PM
Subject: Establishing Account - Rivers Edge Project

Sent On Behalf of Detrick Stanford:

Good Afternoon Sharon,

We will need an account set up for building renovations as part of the trail development project build out at the Rivers Edge property which is now in progress, Please advise if you need anything from this end to facilitate setting up this account and let me know if you have questions or need additional information.

Thank you.

Detrick Stanford

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: August 11, 2015
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 308 - 2015 SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE REVENUE:

Appropriations from SPLOST Fund Balance	308-1301-7000	\$	135,255
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DECREASE EXPENSE:

Building & Improvements	308-1301-6030-8C002-7Y160	\$	135,255
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Reason: To appropriate funds from fund balance to provide funding for the VoIP phone system.

The above mentioned item was **APPROVED/ DISAPPROVED** by the Board of Commissioners during their meeting held _____.

Date

Sandra Davis, Clerk of Commission

Fwd: Funding Amount for Project 4 - Telephone System Hardware Replacement
Dennis Johnson
to:
Sharon.Stone
08/11/2015 04:45 PM
Show Details

----- Forwarded message -----

From: **Jason Brookins** <jason.brookins@claytoncountyga.gov>
Date: Tue, Aug 11, 2015 at 4:09 PM
Subject: Funding Amount for Project 4 - Telephone System Hardware Replacement
To: Dennis Johnson <Dennis.Johnson@co.clayton.ga.us>
Cc: Brett Lavender <brett.lavender@claytoncountyga.gov>

Good Afternoon Dennis,

After meeting with Cisco and Disys and doing a "best practice" design of the VoIP phone system, the updated amount needed will be \$135,254.20 (which is only \$2,555.80 more than we thought). We will need the entire amount to be in a 6030 capital account. This was to come out of the IT building project SPLOST account. If you have any questions, please let me know.

Thanks,

Jason

Jason Brookins
Department of Information Technology
Assistant Director

Clayton County Board of Commissioners
1383 Government Circle, Jonesboro, GA
30236

770.477.3727 Office
404.391.0846 Cell
770.477.3507 Fax

E-mail: jason.brookins@claytoncountyga.gov



CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

August 18, 2015

A G E N D A

HUMAN RESOURCES SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE



Clayton County Board of Commissioners Legislative Request Form

Agenda Meeting Date: August 12, 2015

Purpose

Create new positions within the 911 Communications Center Department.

Rationale

Director Porter requests the new positions to increase the 911 Communications Center Department's efficiency and effectiveness.

Facts

Positions requested:

Deputy Director grade 32 (\$69,846-\$105,239)
 Career Development Manager grade 26 (\$51,839-\$78,108)
 Administrative Secretary grade 15/3 (\$30,766)

Impact

In an effort to fund these positions with no impact to the budget, the following funding sources will be utilized:

- Funds budgeted for vacant PD Training Instructor III (\$79,084/salary only) will be transferred to the 911 Communications Center and the Training Instructor III position will be eliminated from PD's budget. These funds will be used for the Deputy Director position.
- Funds from vacant part time Call Taker positions will be used for the Career Development Manager and the Administrative Secretary.

Supporting Documentation

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
Greg Porter				
	Date:	Date:	Date:	Date: