

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

February 16, 2016

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 February 2, 2016 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. PROCLAMATION: “Clayton County Acknowledges ‘Be Nice Clayton’.” (Presented by Commissioner Rooks)
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 Award: RFP #15-58 Enterprise Resource Planning (ERP) Consulting Services for Clayton County, Georgia.** (Schafer Consulting, Inc., located in Dana Point, California. Funding is available through SPLOST Funds for FYE 2015). As requested by the Department of Finance. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; 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.
 - 2) **Recommendation for Renewal of Annual Contracts:**

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A. The following Annual Contracts are being recommended for renewal 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 #14-14 Clayton County Transportation & Development Guardrails – Annual Contract Renewal with Martin-Robbins Fence Co., Inc.**, located in Snellville, Georgia, with a renewal period from April 1, 2016 through March 31, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on March 14, 2014.

2. **RFB #14-55 Clayton County Transportation & Development Ready-Mix Concrete Supply – Annual Contract Renewal with Walker Concrete Company, LLC**, located in Stockbridge, Georgia with a renewal period from March 1, 2016 through February 28, 2017. There is one remaining renewal on this contract. The Board of Commissioners approved this award on December 2, 2014.

8. Consider requests of Ramona Bivins, Chief Financial Officer.
 - 1) Budget Amendment #2-27/District Attorney/FYE 6-30-16 - To increase the budget to provide additional funds for training, travel, and meeting expenses, in the amount of \$5,135.

 - 2) Budget Amendment #2-28/Parks and Recreation/FYE 6-30-16 - To amend in donated funds for Parks and Recreation, in the amount of \$1,000.

 - 3) Budget Amendment #2-29/Prison/FYE 6-30-16 - To amend revenue received

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from the State DOT Road Maintenance Agreement for the purchase of equipment and light bars for current vehicles, in the amount of \$19,071.

4) Budget Amendment #4-65/2009 SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for land acquisition, design and construction of the NW Clayton Branch Library, in the amount of \$6,000,000.

5) Budget Amendment #4-66/2009 SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for the renovations at the County Prison, in the amount of \$1,478,700.

6) Budget Amendment #4-67/2009 SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for land acquisition, design and construction of the NE Senior Center, in the amount of \$6,500,000.

9. Resolution 2016-17 - A Resolution to establish the process for the petition for and placement of parking related signage within unincorporated Clayton County.

Synopsis: The County wishes to establish a process for the petition for and placement of parking related signage within the unincorporated areas of Clayton County in an effort to deter prohibited parking on the right-of-ways of roads, streets, thoroughfares, and other avenues of travel.

10. Resolution 2016-18 - A Resolution authorizing Clayton County to grant a facility use request and enter into a license agreement with Rainbow House, Inc. to sponsor and host a 5K Fundraiser race at Clayton County International Park.

Synopsis: Rainbow House will sponsor and host a 5K fundraiser race on April 16, 2016 from 1:00 p.m. to 8:00 p.m. at Clayton County International Park.

11. Resolution 2016-19 - A Resolution authorizing Clayton County to grant the facility use request and enter into a license agreement with the Humane Society and SPCA of Clayton County Inc.

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providing for the terms and conditions under which a car and motorcycle show will be hosted at the Clayton County International Park.

***Synopsis:** The Humane Society and SPCA of Clayton County Inc. wishes to utilize the parking lot at Clayton County International Park on April 23, 2016 from 10:00 a.m. until 6:00 p.m. to host its “Wags and Wheels” Car and Motorcycle Show, which will serve as a fundraiser and include food vendors and musical entertainment.*

12. Resolution 2016-20 - A Resolution authorizing Clayton County to enter into an agreement with the Georgia Department of Revenue for the use of certain motor vehicle records.

***Synopsis:** This agreement between Clayton County and Georgia Department of Revenue permits American Traffic Solutions access to tag registration files for the red light camera enforcement project.*

13. Resolution 2016-21 - A Resolution authorizing Clayton County to enter into a license agreement to allow the Hailey Bankhead Foundation, Inc. to sponsor and host a 5K Walk/Run for childhood cancer awareness at Clayton County International Park.

***Synopsis:** The Hailey Bankhead Foundation, Inc. desires to sponsor and host its 5K Walk/Run for childhood cancer awareness on May 14, 2016 from 6:00 a.m. to 1:30 p.m. at the Clayton County International Park.*

14. Resolution 2016-22 - A Resolution authorizing Clayton County to enter into a professional services contract with Expert Discovery LLC, and a legal services agreement with the Barnes Law Group, LLC and Harris Penn Lowry, LLP, to perform a forensic audit to detect, document and arrange for collection of unpaid 911 and/or E911 fees that should have been remitted by telecommunication providers to the County.

***Synopsis:** Agreement with Expert Discovery LLC, the Barnes Law Group, LLC and Harris Penn Lowry, LLP for the purpose of locating and recovering underpaid, uncollected, and/or unremitted 911 or E911 fees due to the County.*

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15. Resolution 2016-23 - A Resolution authorizing Clayton County to enter into a performance partnership agreement with the Georgia Emergency Management Agency-Homeland Security in accordance with the fiscal year 2015 Emergency Management Performance Grant Program.

Synopsis: The County has been awarded a Fiscal Year 2015 Emergency Management Performance Grant from Georgia Emergency Management Agency-Homeland Security (GEMA-HS) in the amount of \$77,827.00 with a required match from the County of \$77,827.00, for a total of \$155,654.00, for the purpose of ensuring the County is fully prepared to help citizens in times of emergency.

16. Resolution 2016-24 - A Resolution authorizing Clayton County to allow the Doyle Baseball Academy to conduct youth coaches training clinics for the Parks and Recreation Department.

Synopsis: A Resolution requesting Board of Commissioners consideration of a request for the Doyle Baseball Academy to conduct youth coaches training clinics for the Clayton County Parks & Recreation Department, and players' skill clinic for youth baseball and softball participants.

17. Resolution 2016-25 - A Resolution authorizing Clayton County to enter into a Memorandum of Understanding with the Board of Regents of the University System of Georgia with the purpose of partnering with Clayton State University for its PACE program.

Synopsis: A Resolution to accept the Memorandum of Understanding between the Clayton County Board of Commissioners and University System of Georgia so that Clayton State University students and the Clayton County Library System can participate jointly in the (PACE) Partnering Academics with Community Engagement program and allow students to work with the library on literacy programs, public relations and other library programs on an ongoing semester basis.

18. Resolution 2016-26 - A Resolution authorizing Clayton County to execute two Title V Permit Annual Compliance Certifications for the Clayton County Landfill.

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***Synopsis:** A Resolution authorizing the execution of the Title V Permit Annual Compliance Certifications for the Landfill.*

19. Resolution 2016-27 - A Resolution authorizing Clayton County to enter into an agreement with Six Flags Over Georgia on behalf of the Clayton County Human Resources Department providing for the terms and conditions under which Six Flags Over Georgia Park admission tickets will be provided to the County on a consignment basis.

***Synopsis:** A Resolution approving the 2016 Six Flags and Whitewater Seasonal Consignment Agreement.*

20. Resolution 2016-28 - A Resolution authorizing Clayton County to apply for and, if awarded, accept a grant from the Color a Brighter Tomorrow Sherwin Williams Grant to update facility furnishings and lighting.

***Synopsis:** A Resolution requesting permission from the Board of Commissioners to allow Kinship Care Resource Center, under the Senior Services Department, to apply for the Color a Brighter Tomorrow Sherwin Williams Grant in the amount of \$10,000. No matching funds are required.*

21. Resolution 2016-29 - A Resolution authorizing the addition of emergency medical services fees charged to the recipient of such services.

***Synopsis:** A Resolution allowing the County to adjust its emergency medical service fees to reflect the additions to the fee schedule made by the Centers for Medicare and Medicaid Services.*

22. Resolution 2016-30 - A Resolution authorizing Clayton County to convey a temporary construction easement to the Clayton County Water Authority associated with greenspace property for the purpose of replacing sanitary sewer pipes.

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Synopsis: *The Clayton County Water Authority is in need of a temporary construction easement to replace sanitary sewer pipes on the property identified as parcel number 13238D A029 located on Magnolia Drive in Jonesboro, Georgia.*

23. Resolution 2016-31 - A Resolution authorizing Clayton County to convey a permanent easement and a temporary construction easement to the Clayton County Water Authority associated with greenspace property for the purpose of replacing sanitary sewer pipes.

Synopsis: *The Clayton County Water Authority is in need of a permanent easement and a temporary construction easement to replace sanitary sewer pipes on the property identified as parcel numbers 13238B A001 and 13238B A005 located on Magnolia Drive Rear and Magnolia Drive in Jonesboro, Georgia.*

24. Resolution 2016-32 - A Resolution of the Clayton County Board of Commissioners adopting the Clayton County Title VI Notice to the Public, Title VI Policy Statement, Title VI Complaint Procedure and Title VI Complaint Form in compliance with Title VI of the Civil Rights Act of 1964.

Synopsis: *The Board of Commissioners adopts its Clayton County Title VI Notice to the Public, Title VI Policy Statement, Title VI Complaint Procedure and Title VI Complaint Form in compliance with Title VI of the Civil Rights Act of 1964 and all related regulations and directives.*

25. Resolution 2016-33 - A Resolution to give notice of the intent of Clayton County to abandon approximately 2,379.95 sq. ft. (0.055 acres) of right-of-way formerly known as Clark Howell Highway.

Synopsis: *A public hearing shall be held on this issue on March 1, 2016 at 7:00 p.m. in the Boardroom of the Clayton County Administration Building located at 112 Smith Street, Jonesboro, Georgia 30236.*

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26. Resolution 2016-34 - A Resolution to give notice of the intent of Clayton County to abandon approximately 53,611 sq. ft. (1.231 acres) of right-of-way formerly known as Flat Shoals Road.

Synopsis: A public hearing shall be held on this issue on March 1, 2016 at 7:00 p.m. in the Boardroom of the Clayton County Administration Building located at 112 Smith Street, Jonesboro, Georgia 30236.

27. Resolution 2016-35 - A Resolution to give notice of the intent of Clayton County to abandon approximately 69,935 sq. ft. (1.61 acres) of right-of-way formerly known as West Lee's Mill Road.

Synopsis: A public hearing shall be held on this issue on March 1, 2016 at 7:00 p.m. in the Boardroom of the Clayton County Administration Building located at 112 Smith Street, Jonesboro, Georgia 30236.

28. Ordinance 2016-36 - An Ordinance to amend the *Code of Clayton County, Georgia*, as amended, specifically Part II, Appendix A "Zoning", Article 1 "Basic Provisions", Section 1.5 "Defined Words" so as to insert the definition for the term "Building Frontage," so as to modify the definition and to insert an illustration for the term "Freestanding Sign," "Ground Sign," so as to modify the definition for the term "Sign, Awning," so as to insert the definition for the term "Sign, Internal," and so as to insert an illustration for the term "Sign, Mansard".

Synopsis: The Ordinance will amend Part II, Appendix A "Zoning", Article 1 "Basic Provisions", Section 1.5 "Defined Words".

29. Ordinance 2016-37 - An Ordinance to amend the *Code of Clayton County, Georgia*, as amended, specifically Part II, Appendix A "Zoning", Article 8 "Sign Regulations (SS)"; to amend the Code of Clayton County, Georgia, as amended, specifically Part II, Appendix A "Zoning", Article 9 "Nonconforming Structures, Lots and Uses", Section 9.6 "Nonconforming Signs".

Synopsis: The Ordinance will amend Part II, Appendix A "Zoning", Article 8 "Sign Regulations (SS)" and amend Part II, Appendix A "Zoning", Article 9 "Nonconforming Structures, Lots and Uses", Section 9.6 "Nonconforming Signs".

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30. Order for Remission: State of Georgia vs. Deanthony Bernard Gaither and Free At last Bail Bonds.

Synopsis: An Order to pay Surety 50% of the bond amount under O.C.G.A § 17-6-72(e) (2), which will be \$1,750.00.

31. Recommendation for the position of Elections and Registration Director.

32. Appointment of Karen Sullivan to the Board of Ethics to fill a seat as appointed by the Clayton County Chamber of Commerce. The initial term is two years expiring on February 2, 2018. *(There is no action required by the board.)*

33. Appointment to the Animal Control Board to fill the expiring term of Gloria McCain. The term is four years expiring on March 12, 2020. (Full Board Appointment)

34. Appointment to the Animal Control Board to fill the expiring term of Tameka West. The term is two years expiring on March 12, 2018. (Full Board Appointment)

EXECUTIVE SESSION –

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

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FINANCE SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-27

DATE: February 1, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - District Attorney

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

INCREASE REVENUE:

Miscellaneous Revenue	101-2601-3720	\$	5,135
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INCREASE EXPENSE:

Training, Travel, and Meetings Expense	101-2601-4785	\$	5,135
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Reason: To increase the budget to provide additional funds for training, travel, and meeting expenses.

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

slw

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-28

DATE: February 3, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Parks and Recreation

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

INCREASE REVENUE:

Gifts and Donations	101-5125-7005-10000-9DN05	\$1,000
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INCREASE EXPENSE:

Recreation Program Supplies	101-5125-4760-10000-9DN05	\$1,000
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Reason: To amend in donated funds for Parks and Recreation.

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

slw

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-29

DATE: February 9, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Prison

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

INCREASE REVENUE:

State of GA	101-2751-3243-8C002	\$	19,071
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INCREASE EXPENSE:

Other Minor Equipment	101-2751-4394-8C002	\$	17,546
R & M - Autos & Trucks	101-2751-4800-8C002		<u>1,525</u>
		\$	19,071

Reason: To amend revenue received from the State DOT Road Maintenance Agreement for the purchase of equipment and light bars for current vehicles.

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

sl

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: February 8, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 307 - 2009 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 307-5080-7000 \$ 6,000,000

INCREASE EXPENSES:

Building & Improvements 307-5080-6010-8C014-7Y160 \$ 6,000,000

Reason: To appropriate funds from fund balance to provide funding for land acquisition, design and construction of the NW Clayton Branch Library.

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: February 8, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 307 - 2009 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 307-5341-7000 \$ 6,500,000

INCREASE EXPENSES:

Building & Improvements 307-5341-6010-8C012-7Y160 \$ 6,500,000

Reason: To appropriate funds from fund balance to provide funding for land acquisition, design and construction of the NE Senior Center.

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

Date

Sandra Davis, Clerk of Commission