

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

May 6, 2014

A G E N D A

1. Call to order.
2. Invocation and pledge of allegiance to the flag.
3. Adoption of agenda.
4. Approval of the April 15, 2014 Regular Business Meeting minutes.
5. PUBLIC HEARING: To solicit public input and comments regarding the abandonment of property consisting of approximately 0.312 acres of Right-of-Way formerly known as Old Riverdale Road.
6. 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.
7. PROCLAMATION: "Clayton County Observes May 2014 as Older Americans Month" (presented by Chairman Jeffrey E. Turner).
8. PROCLAMATION: "Clayton County Observes May 2014 as National Drug Court Month" (presented by Chairman Jeffrey E. Turner).
9. PROCLAMATION: "Clayton County Honors Fire and Emergency Services for Receiving the 2013 EMA of the Year Award" (presented by Chairman Jeffrey E. Turner).
10. PRESENTATION: Scholarship Letters presented by Commissioner Sonna Singleton to District 1 Scholarship Recipients, Tiffany Wilson and Imani Richards of Forest Park High School.
11. PRESENTATION: MARTA Overview (presented by Mr. Keith T. Parker, General Manager/CEO).
12. PRESENTATION: "Economic Development/Revenue Generating Opportunity for Clayton County" (presented by Mr. Timothy Jefferson of J. E. Group, LLC).
13. Consider requests of Carol Rogers, Contract Compliance Manager 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>.)

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1) **Request to Sell County Surplus Items to dispose of Lot #390; T-Shirt Press and Accessories**, utilizing GovDeals.com, as requested by the Central Services Department.

2) **Purchase of IBM Hardware Repair and Maintenance (POR#00012630/Statewide Contract #90813-02 with Soft Choice**, located in Norcross, Georgia; \$39,677.40. Funding is available through Information Technology's FYE 2014 Other Contract Services budget), as requested by the Information Technology Department. Per O.C.G.A, § 50-5-100 states, "The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state." This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

3) **Purchase of Vehicles for Clayton County Police Department (\$88,353.14/Statewide Contract #99999-ES40199409-0001 with Akins Ford Dodge Jeep Chrysler**, located in Winder, Georgia/three purchases each at \$23,264.38; and Statewide Contract #99999-ES40199409-0002 with Hardy Chevrolet, located in Dallas, Georgia; 1 purchase at \$18,560.00. Funding is available through the County's Vehicle Replacement funds), as requested by the Police Department. Per O.C.G.A, § 50-5-100 states, "The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state." This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

4) **License Plate Reader for Clayton County Police Department, Sole Source Purchase (POR #00012303/Vigilant Solutions**, located in Villa Rica, Georgia; \$93,400.00. Funding is available through the Edward G. Byrne Grant), as requested by the Police Department. Per Section 2-136 (7) of the Clayton County Purchasing Ordinance, Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The purchasing agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners.

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5) **Purchase of Touch Print 5300 Scanner with Accessories** (POR#00012845/GSA Statewide Contract #GS-35F-0242R with Safran, located in Bloomington, Minnesota; \$29,160.00. Funding is available through the General Fixed Asset funds), as requested by the Sheriff's Department. Per O.C.G.A, § 50-5-100 states, "The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state." This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

6) **Purchase of Balotar Solution Equipment, Sole Source Purchase** (POR #00012982/ Election Systems and Software, located in Omaha, Nebraska; \$35,590.00. Funding is available through Elections Other Machinery and Equipment funds), as requested by the Elections Department. Per Section 2-136 (7) of the Clayton County Purchasing Ordinance, Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The purchasing agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners.

7) **Purchase of 275 Dell Computers for Clayton County Police Department** (POR#00012995/Statewide Contract #9999-SPD-T20120702 with Dell Computers, located in Round Rock, Texas; \$262,882.95. Funding is available through the Police Department's 4393 Minor Computer Equipment funds), as requested by the Police Department. Per O.C.G.A, § 50-5-100 states, "The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state." This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

8) **Purchase of 75 Tasers and Accessories for Clayton County Police Department, Sole Source Purchase** (POR#00012998/Taser International located in Scottsdale, Arizona; \$74,011.10. Funding is available through the Police Department's 4394 Other Minor Equipment funds), as requested by the Police Department. Per Section 2-136 (7) of the Clayton County

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Purchasing Ordinance, Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The purchasing agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners.

9) **RFB Pkg. #13-55 Rex Road Improvements, Phase II, Clayton County, Georgia** (Baldwin Paving Company, Inc., located in Marietta, Georgia; \$545,291.72. Funding is available through the 2009 SPLOST funds), as requested by the Transportation and Development Department. 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.

10) **RFB Pkg. #13-65 Construction Materials Testing/Inspections/Soil Borings-Annual Contract** (NOVA Engineering and Environmental, LLC, located in Kennesaw, Georgia. Funding is available through the 2004 & 2009 SPLOST funds). 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.

11) **RFB Pkg. #13-71 Clayton County Deceased Persons Transport Services, Annual Contract** (Willie A. Watkins Funeral Home of Riverdale, Inc., located in Riverdale, Georgia and Secondary Vendor Bio-One Atlanta, located in Atlanta, Georgia. Funding is available through the 2014 General funds). 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

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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.

12) **RFB Pkg. #14-03 Pointe South Parkway Sidewalk Installation, Clayton County, Georgia** (R. J. Haynie & Associates, Inc., located in Forest Park, Georgia; \$127,146.66. Funding is available through the 2009 SPLOST funds), as requested by the Transportation and Development Department. 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.

13) **RFP Pkg. #14-18 Livable Center Initiative Investment Policy Study for the Mountain View Area** (Jacobs Engineering Group, Inc., located in Atlanta, Georgia; \$107,170.00. Funding is available through Atlanta Regional Commission Grant and the Mountain View Tax Allocation District funds), as requested by the Economic Development Department. 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.

14) **RFB Pkg. #14-24 Officiating Services for Clayton County Parks and Recreation Athletic Programs, Annual Contract** (Peach State Umpires Association, LLC, located in Jonesboro, Georgia. Funding is available through the Parks and Recreation Department's FYE 2014/2015 budget), as requested by the Parks and Recreation Department. 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.

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15) **RFB Pkg. #14-26 Installation of Wet Fire Sprinkler & Fire Alarm Systems for Clayton County** (Alliance Fire Protection Services, Inc. located in Loganville, Georgia; Wet Fire Sprinkler, \$95,418.50 and Fire Alarm System, \$53,120.00. Funding is available through the Clayton County General funds). 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.

16) **Pkg. #2014-Q Georgia Technology Authority** ([GTA] Agency Agreement, Statewide Contract; Verizon Wireless, Inc., located in Alpharetta, Georgia), as requested by the Information Technology Department. Per O.C.G.A, § 50-5-100 states, "The Department of Administrative Services is authorized to permit local political subdivisions, on an optional basis, to purchase their supplies through the state." This allows the purchasing agent to utilize statewide contracts when this practice serves the best interest of Clayton County. The Clayton County Board of Commissioners makes the final award for the state contract purchases of \$35,000.00 and greater.

17) **RFP Pkg. #13-41 Telecommunication and Data Services, Annual Contract** (AT&T Corporation, located in Bedminster, New Jersey. Funding is available through the Information Technology Department and the County's General Fund FYE 2014/2015), as requested by the Information Technology Department. 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.

18) **RFP Pkg. #14-07 Auditing Services for Clayton County, GA, Annual Contract; First Contract Amendment (Revise the indemnification and insurance section of contract)/ County and Water Authority** (Mauldin & Jenkins, LLC, located in Macon, Georgia; \$822,800.00. Funding is available through Finance General Funds). Per Section 2-136 (2) of the

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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.

14. Consider requests of Ramona Thurman, Chief Financial Officer.
(See attached documentation for detailed information)

1) Request for Budget Amendment #2-46/District Attorney/FYE 6-30-14 – to provide funding for pay grade increases for Deputy Chief ADA and Senior Litigation ADA positions as approved by the Board of Commissioners on April 15, 2014, in the amount of \$615.00.

2) Request for Budget Amendment #2-47/Other General Government/FYE 6-30-14 – to amend in revenue from school bus traffic violations to provide for program expenses to the vendor, in the amount of \$108,300.00.

3) Request for Budget Amendment #2-48/Prison/FYE 6-30-14 – to amend the budget to cover additional janitorial and dietary supplies, in the amount of \$6,689.00.

4) Request For Budget Amendment #2-50/Solicitor/FYE 6-30-14 – to amend the budget to purchase computers, in the amount of \$10,500.00.

5) Request for Budget Amendment #4-79/Fund 307 – 2009 Reimposition SPLOST/FYE 6-30-14 – to purchase communications analyzers for system performance monitoring and equipment and services required for site security for the Public Safety Digital Network (PSDN) project, in the amount of \$111,833.00.

6) Request for Budget Amendment #4-81/Fund 307 – 2009 Reimposition SPLOST/FYE 6-30-14 – to amend the budget for construction of the Rex Road Improvements project, in the amount of \$545,262.00.

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7) Request for Budget Amendment #4-82/Fund 307 – 2009 Reimposition SPLOST/FYE 6-30-14 – to amend the budget for construction of the Pointe South Parkway Sidewalk project, in the amount of \$127,147.00.

8) Request for Release of Demolition Bond posted to clean-up the property lot located at 8231 Dixon Court, Jonesboro, Georgia 30236, in the amount of \$500.00, to Sam Bacon of Green Circle Demolition of Atlanta, Georgia.

15. Consider a request of Renee Bright, Director of Human Resources.
(See attached documentation for detailed information)

1) Request from the District Attorney's Office to seek employment of a full-time employee in the Pre-trial Intervention and Diversion Program (PIDP) dedicated to the work, requirements, and expansion of the PIDP Program. This position is currently part-time, and the employee will be able to help the D.A.'s Office be more effective in administering the program expanding the scope of services. The employee will be able to meet with more offenders and see that offenders enter and successfully exit the program expeditiously. This full-time employee will allow the D.A.'s Office to expand its program to address other areas of interest and offenses, bring in more clients and more money. If given full-time status, this employee would also have the additional task of informing and educating the public through social media via facebook, twitter, Instagram, and other mediums. The cost of a full-time employee will be at a Pay Grade 17/1 (\$32,181.00). With a \$4,609.08 cost of benefits, the total cost will be \$36,790.08. The current part-time employee is presently receiving \$15,053.00 and this makes it difficult to keep good people in that position. There would be an additional \$60,000.00 in revenue from the new 300 cases. An average of \$35,125.00 is paid out to providers annually. With the completion of the D.A. Office's latest Request for Proposal (RFP), it will only be working with three (3) organizations that will also eliminate at a minimum of \$17,523.00 that was paid to one provider.

During the Fiscal Year Ending June 30, 2012, the PIDP Program statistics showed that \$62,495.00 was received into the General Fund from the program administrative fees. The new 300 cases would add an additional \$60,000.00 in revenue. The administrative fees collected, less the service fees for participants, more than cover the cost of the full-time position requested. In 2013, \$66,508.00 was collected for the General Fund and \$37,125.00 was paid to service providers, leaving a surplus of \$29,383.00. That amount plus the additional new funds will more than cover the cost of the employee.

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16. Ordinance 2014-85 (**Second Reading**) – An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically Chapter 42 “Fire Prevention and Protection,” Article II “Fire Prevention Code,” Section 42-31.1 “Adoption; Compliance”; to incorporate applicable state law recently adopted in the 2012 edition of the International Fire Code and the 2012 edition of the National Fire Protection Association 101 Life Safety Code; to repeal conflicting laws, ordinances and resolutions; to provide for severability; etc.
17. Ordinance 2014-100 – An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 62 “Offenses and Miscellaneous Provisions,” Article I “General” by adding a new Section 62-47 “Keeping a Disorderly Place”; to repeal conflicting laws, ordinances, and resolutions; to provide for severability; to provide an effective date of this ordinance; and for other purposes.
18. Ordinance 2014-101 – An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 2 “Administration,” Article I “In General,” by deleting the existing Section 2-6 “Travel Outside County” and substituting in lieu thereof a new Section 2-6 “Out of State Travel”; to repeal conflicting laws, ordinances, and resolutions; to provide for severability; etc.
19. Ordinance 2014-102 – An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 62 “Offenses and Miscellaneous Provisions,” Article I “General” by amending Section 62-3.4 “Exceptions”; to repeal conflicting laws, ordinances, and resolutions; to provide for severability; to provide an effective date of this ordinance; and for other purposes.
20. Resolution 2014-103 – A Resolution abandoning property consisting of approximately 0.312 acres of Right-of-Way formerly known as Old Riverdale Road and more particularly described herein; to authorize the Chairman to negotiate a conveyance of said Right-of-Way to the adjacent property owners and to execute any documents necessary to accomplish the intent of this resolution; to provide for severability; to provide an effective date of this resolution; etc.
21. Resolution 2014-104 – A Resolution authorizing Clayton County to enter into an Agreement on behalf of the Clayton County Fire and Emergency Services with NCS Pearson, Inc. d/b/a Pearson VUE, providing for the terms and conditions under which facilities and services of a testing center will be established; to authorize the Chairman to execute the Agreement and otherwise to perform all other acts necessary to accomplish the intent of the resolution; to

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authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; etc.

22. Resolution 2014-105 – A Resolution authorizing Clayton County, on behalf of Clayton County Fire and Emergency Services, to enter into an Agreement with Southern Crescent Technical College to provide emergency medical services programs; to authorize the Chairman to execute the Agreement and otherwise to perform all other acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.

23. Resolution 2014-106 – A Resolution authorizing Clayton County to accept grant funds (\$15,000.00 with no County match required) on behalf of Clayton County Fire and Emergency Services from the U.S. Department of Homeland Security to provide continuing maintenance and/or replacement equipment for the Hazardous Materials Response Unit; to authorize the Chairman to execute the Agreement and to perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; etc.

24. Resolution 2014-107 – A Resolution authorizing Clayton County Juvenile Court, on behalf of Clayton County, to apply for Juvenile Accountability Block Grant funding (\$74,920.00 with no County match required) to support therapeutic services for high-risk designated felony offenders assigned to the Second Chance Court program; to authorize the Chairman to execute the grant application and otherwise perform all other acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; to provide an effective date of this resolution; and for other purposes.

25. Resolution 2014-108 – A Resolution authorizing Clayton County to accept a donation (\$1,000.00) from Walmart on behalf of the Clayton County Parks and Recreation Department, for the purpose of enhancing operations with the department; to authorize the Chairman to accept the donation on behalf of Clayton County and to execute any necessary documents, and otherwise to perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required; to provide an effective date of this resolution; and for other purposes.

26. Resolution 2014-109 – A Resolution authorizing Clayton County to enter into a License Agreement to allow Yarline Belizaire to sponsor and host a Haitian Flag Day celebration at

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Clayton County International Park on May 18, 2014 from 1:00 p.m. to 9:00 p.m.; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; etc.

27. Resolution 2014-110 – A Resolution authorizing Clayton County to accept forfeited vehicles (one [1] 1986 Chevrolet C30 and one 1998 Saab 900S) from Clayton County Police Department Drug Investigations; to authorize the sale of such property in a manner as will be in the best interest of the County; to provide for the disbursal of sale proceeds; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; to provide an effective date of this resolution; and for other purposes.

28. Resolution 2014-111 – A Resolution to amend an existing Professional Services Agreement with Right-of-Way Partners, Inc., for the terms and conditions under which additional acquisition services will be provided; to authorize the Chairman to execute any and all documents necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget as necessary to reflect an appropriate revenue source and expense, all as may be required; to provide an effective date of this resolution; etc.

29. Resolution 2014-112 – A Resolution authorizing the execution of three (3) Amendments to the Utility Relocation Agreements with Atlanta Gas Light, Quest Communications, LLC, and MCI Communications, Inc. to include a “Buy America” Clause associated with the CW Grant Grade Separation Project; to authorize the Chairman to execute the agreements on behalf of the County and otherwise to perform all other acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense, all as may be required under the terms of the agreements; to provide an effective date of this resolution; and for other purposes.

30. Resolution 2014-113 – A Resolution authorizing Clayton County to exercise its powers of Eminent Domain in accordance with provisions of Georgia Laws for the purpose of acquiring certain properties for use by the Clayton County Department of Transportation and Development for the Godby Road Widening Improvement Project; to authorize the Chairman to execute any documents relating thereto, and to otherwise perform all acts necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense; etc.

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31. Resolution 2014-114 – A Resolution to provide for the adoption and submission to the U.S. Department of Housing and Urban Development of the Clayton County PY2014 Annual Action Plan; to amend the Clayton County PY2008, 2011, and 2013 Annual Action Plans; to amend the Neighborhood Stabilization Program 3; to authorize the Chairman to execute any documents required to submit and implement the Annual Action Plan, and the amendments to the PY2008, 2011, 2013 Annual Action Plans and Neighborhood Stabilization Program 3; to authorize the Chief Financial Officer to amend the budget where necessary to reflect appropriate revenue sources and expenses, all as may be required; to provide an effective date of this resolution; etc.

32. Resolution 2014-115 – A Resolution authorizing Clayton County to enter into an Agreement with Millennium Filmworks, Inc. providing for the terms and conditions under which video production services (to produce a 30-second commercial to promote the County for tourism and business) will be rendered to the County; to authorize the Chairman to execute the agreement and otherwise to perform all other acts necessary to accomplish the intent of the resolution; to provide an effective date of this resolution; and for other purposes.

33. Resolution 2014-116 – A Resolution authorizing Clayton County to enter into an Agreement with Foster and Foster, P.C. for services to be rendered to the Tax Commissioner of Clayton County in conducting judicial foreclosures of tax liens and to provide services to be rendered to the Clayton County Land Bank; to authorize the Chairman to execute any documents necessary to accomplish the intent of this resolution; to authorize the Chief Financial Officer to amend the budget where necessary to reflect an appropriate revenue source and expense from the Clayton County Land Bank Enterprise Fund, and to transfer any required funds, all as may be required; to provide an effective date of this resolution; and for other purposes.

34. Order for Remission: State of Georgia vs. Taryanica Boatwright and Free At Last Bail Bonds (Surety); Case No(s) 2012CR01913, in the amount of \$3,325.00.

35. Appointment to the Clayton County Housing Authority Board. The term of Kenneth Gilmore expires on 5/11/14. New term is for five (5) years; expiring on 5/11/19.

EXECUTIVE SESSION

36. 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**

2-46

DATE: April 9, 2014

TO: Board of Commissioners

FROM: Ramona Thurman, 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 6-30-14:

INCREASE EXPENSE:

Regular Salary and Wages	101-2601-4000	\$ 615
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DECREASE EXPENSE:

Court Books and Records	101-2601-4305	\$ 615
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Reason: To provide funding for pay grade increases for Deputy Chief ADA and Senior Litigation ADA positions as approved by the Board of Commissioners on April 15th, 2014.

TO: Ramona Thurman, Chief Financial Officer

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

Date

Shelby Haywood, Clerk of Commission

dj

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-47

DATE: April 17, 2014

TO: Board of Commissioners

FROM: Ramona Thurman, Chief Financial Officer

SUBJECT: Request for Budget Amendment - Other General Government

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-14:

INCREASE REVENUE:

ATS - School Bus Traffic Violations	101-6501-3406	\$ 108,300
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INCREASE EXPENSE:

Other Contract Service Fees	101-6501-4140	\$ 108,300
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Reason: To amend in revenue from school bus traffic violations to provide for program expenses to the vendor.

TO: Ramona Thurman, Chief Financial Officer

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

Date

Shelby Haywood, Clerk of Commission

sl

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-48

DATE: April 28, 2014
TO: Board of Commissioners
FROM: Ramona Thurman, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Prison

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-14:

INCREASE REVENUE:

Telephone Commission Income	101-2751-3330	\$	2,458
Inmate Medical Expense Reimbursement	101-2751-3392		3,049
Miscellaneous Revenue	101-2751-3720		1,182
		\$	<u>6,689</u>

INCREASE EXPENSE:

Janitorial Supplies	101-2751-4360	\$	1,182
Food and Dietary Supplies	101-2751-4345		5,507
		\$	<u>6,689</u>

Reason: To amend the budget to cover additional janitorial and dietary supplies.

TO: Ramona Thurman, Chief Financial Officer

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

Date

Shelby Haywood, Clerk of Commission

sl

CLAYTON COUNTY FINANCE SYSTEM
 GENERAL LEDGER MASTER INQUIRY

4/24/14 16:22:49

AG 01 CLAYTON COUNTY, GEORGIA
 FUND 101 GENERAL FUND
 ORGN 2751 CLAYTON COUNTY PRISON
 PROJ
 SRCE
 ACCT 3392 INMATE MEDICAL EXPENSE REIMBURSEMENT

Status: ACTIVE
 Acct Type: F
 Code Line Typ
 Statement: AAB 497 F
 Last Update: 07/12/13
 Trial Bal Group: 5400

Classes 1 Thru 6: R S E Current Period is: 1410 APRIL 2014

	<u>Selected Period</u>	<u>Same Prd Last Yr.</u>
Opening Balance	7,795.90-	2,090.24-
Period Activity	253.95-	159.89-
Closing Balance	8,049.85-	2,250.13-

B U D G E T I N F O R M A T I O N

Adopted Budget	5,000.00-		
Current Budget	5,000.00-	Last Year:	
Actual	8,049.85-	Budget	5,000.00-
Balance	3,049.85	Actual	6,735.88-
PO Encumbrance	0.00	Next Year:	
Available	3,049.85	Proposed	5,000.00-
Requisitions	0.00	Recommended	
Net Availble	3,049.85	Approved	

R-FWD R-BWD 05-HIST 06-ENCB 07-PRE-ENCB 08-SCN FWD 09-SCN BWD 11-SRCH 24-EXIT

CLAYTON COUNTY FINANCE SYSTEM
 GENERAL LEDGER MASTER INQUIRY

4/28/14 12:43:17

AG 01 CLAYTON COUNTY, GEORGIA
 FUND 101 GENERAL FUND
 ORGN 2751 CLAYTON COUNTY PRISON
 PROJ
 SRCE
 ACCT 3330 TELEPHONE COMMISSION INCOME

Status: ACTIVE
 Acct Type: F
 Code Line Typ
 Statement: AAB 477 F
 Last Update: 07/12/13
 Trial Bal Group: 5400
 Current Period is: 1410 APRIL 2014

Classes 1 Thru 6: R	S E	Selected Period	Same Prd Last Yr.
1410			
Opening Balance		18,486.54-	2,234.40-
Period Activity		3,971.87-	2,353.95-
Closing Balance		22,458.41-	4,588.35-

B U D G E T I N F O R M A T I O N

Adopted Budget	20,000.00-		
Current Budget	20,000.00-	Last Year:	
Actual	22,458.41-	Budget	0.00
Balance	2,458.41	Actual	11,549.84-
PO Encumbrance	0.00	Next Year:	
Available	2,458.41	Proposed	20,000.00-
Requisitions	0.00	Recommended	
Net Availble	2,458.41	Approved	

R-FWD R-BWD 05-HIST 06-ENCB 07-PRE-ENCB 08-SCN FWD 09-SCN BWD 11-SRCH 24-EXIT

CLAYTON COUNTY FINANCE SYSTEM
GENERAL LEDGER MASTER INQUIRY

4/28/14 12:45:01

AG 01 CLAYTON COUNTY, GEORGIA
 FUND 101 GENERAL FUND
 ORGN 2751 CLAYTON COUNTY PRISON
 PROJ
 SRCE
 ACCT 3720 MISCELLANEOUS REVENUE
 Classes 1 Thru 6: R S I

Status: ACTIVE
 Acct Type: F
 Code Line Typ
 Statement: AAB 660 F
 Last Update: 07/12/13
 Trial Bal Group: 5800
 Current Period is: 1410 APRIL 2014

	<u>Selected Period</u>	<u>Same Prd Last Yr.</u>
1410		
Opening Balance	8,297.76-	6,139.69-
Period Activity	1,117.06-	1,049.90-
Closing Balance	9,414.82-	7,189.59-

B U D G E T I N F O R M A T I O N

Adopted Budget	6,000.00-		
Current Budget	8,232.00-	Last Year:	
Actual	9,414.82-	Budget	1,500.00-
Balance	1,182.82	Actual	12,119.95-
PO Encumbrance	0.00	Next Year:	
Available	1,182.82	Proposed	6,000.00-
Requisitions	0.00	Recommended	
Net Availble	1,182.82	Approved	

R-FWD R-BWD 05-HIST 06-ENCB 07-PRE-ENCB 08-SCN FWD 09-SCN BWD 11-SRCH 24-EXIT

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-50

DATE: April 28, 2014

TO: Board of Commissioners

FROM: Ramona Thurman, Chief Financial Officer

SUBJECT: Request for Budget Amendment -

Solicitor

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-14:

INCREASE REVENUE:

Pre-Trial Intervention & Program Fee	101-2501-3394	\$ 10,500
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INCREASE EXPENSE:

Minor Computer Equipment	101-2501-4393	\$ 10,500
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Reason: To amend the budget to purchase computers.

TO: Ramona Thurman, Chief Financial Officer

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

Date

Shelby Haywood, Clerk of Commission

sl

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: April 22, 2014
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 6-30-14:

INCREASE REVENUE:

Appropriations from **SPLOST** Fund Balance 307-1301-7000 \$ 111,833

INCREASE EXPENSES:

Other Contract Service Fees	307-1301-4140-8C016-7Y11A	\$ 19,420
Computer Supplies	307-1301-4310-8C016-7Y11A	\$ 4,509
Other Minor Equipment	307-1301-4394-8C016-7Y11A	20,507
Other Machinery & Equipment	307-1301-6040-8C016-7Y11A	\$ 67,397
		<u>\$ 111,833</u>

Reason: To amend the budget to purchase communications analyzers for system performance monitoring and equipment and services required for site security for the Public Safety Digital Network (PSDN) project.

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

Date

Shelby D. Haywood, Clerk of Commissioners

PSDN Security Purchases

Jason Brookins

to:

Sharon Stone

04/18/2014 10:24 AM

Cc:

Brett Lavender, courtney.jackson

Show Details

Good Morning Sharon,

We are ready to proceed with the purchasing of the equipment and services necessary for site security. The breakdown for each line item is as follows:

4140 - \$19,419.60

4310 - \$4,509

4394 - \$20,506.62

Can you provide me with the correct account number to use please? Will this need to go before the board or is the money already there and needs to be moved into the correct line item?

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

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PSDN Communications Analyzer Purchase

Jason Brookins

to:

Sharon Stone

04/18/2014 10:56 AM

Cc:

Brett Lavender, courtney.jackson

Show Details

Good Morning Sharon,

We are ready to proceed with the purchase of the two communications analyzers. Each one will be \$33,698.08 (total PO cost will be \$67,396.16) and will come from a 6040 line item. Please advise of which account number we should use.

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

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**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: April 28, 2014
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 6-30-14:

INCREASE REVENUE:

Appropriations from SPLOST Fund Balance	307-4001-7000	\$	545,262
--	---------------	----	---------

INCREASE EXPENSES:

Roads, Bridges & Improvements	307-4001-6050-28805-7Y140	\$	545,262
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Reason: To amend the budget for construction of the Rex Road Improvements project.

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

Date

Shelby D. Haywood, Clerk of Commissioners



Clayton County Transportation & Development

DIVISIONS

Administration
Engineering Services
Landfill
Public Works
Traffic Engineering

INTEROFFICE MEMO

Jeff Metarko, Director
Keith Rohling, Asst. Director

DATE: April 24, 2014
TO: Ramona Thurman, Chief Financial Officer, Finance
FROM:  Jeff Metarko, Director, Transportation & Development
RE: 2009 SPLOST Program – Budget Request

Please set up and account (307-4001-6050-28805-7Y140) and budget \$545,262 for construction of the Rex Road Improvements project.

If you have any questions or require additional information, please contact me at your convenience.

JCM/b

cc: Project File
Sharon Stone; Finance



Clayton County Transportation & Development

DIVISIONS
Administration
Engineering Services
Landfill
Public Works
Traffic Engineering

INTEROFFICE MEMO

Jeff Metarko, Director
Keith Rohling, Asst. Director

DATE: April 22, 2014
TO: Ramona Thurman, Chief Financial Officer, Finance
FROM: *JM* Jeff Metarko, Director, Transportation & Development
RE: 2009 SPLOST Program – Budget Request

Please set up and account (307-4001-6050-SW026-7Y14B) and budget \$127,147 for construction of the Pointe South Parkway Sidewalk project.

If you have any questions or require additional information, please contact me at your convenience.

JCM/b

cc: *Project File*
Sharon Stone; Finance

JEFFREY E. TURNER
CHAIRMAN
SHANA M. ROOKS
VICE CHAIRMAN
SONNA SINGLETON
COMMISSIONER
GAIL B. HAMBRICK
COMMISSIONER
MICHAEL L. EDMONSON
COMMISSIONER

Clayton County
Community Development



PATRICK EJIKE
DIRECTOR

Interoffice Memorandum

Date: April 8, 2014
To: Ramona Thurman, Chief Financial Officer
From: Patrick Ejike, Director
Subject: Request for Release of Demolition Bond

Please issue a check in the amount of \$500.00 made payable to:

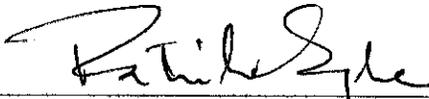
Name: Green Circle Demolition
Attn: Sam Bacon
Address: 3549 McCall Place
City: Atlanta **State:** GA **Zip:** 30340

For the purpose of: Releasing a Demolition Bond posted to clean-up of the lot at the property located at 8231 Dixon Ct. Jonesboro, Ga. 30236

This check should be charged to account #101-2251.

Thank you for your assistance. Should you have any questions, please feel free to contact me at extension 3574.

Sincerely,



Patrick Ejike, Director

PE/dh

Attachment

Note: This form is not to be used for bailiffs, employee advance requests or employee expense reports. This form should be used in lieu of multiple invoice documents.

CLAYTON COUNTY BOARD OF COMMISSIONERS

*** CUSTOMER RECEIPT ***

Batch ID: HTERHEATH 2/20/14 11 Receipt no: 5705

Year	Number	Type	SvcCd	Description	Amount
2014	529	BP		BUILDING PERMITS	\$50.00
8231 DIXON CT				008	
JONESBORO, GA	30238				
2014	529	CR		CONTRACTOR REGISTRATION	\$35.00
8231 DIXON CT				008	
JONESBORO, GA	30238				
		BC		BP -BOND CLEAN UP	
			Qty	1.00	\$500.00
8231 DIXON CT-GREEN CIRCL					

Tender detail

CK CHECK	\$85.00
CA CASH	\$500.00
Total tendered:	\$585.00
Total payment:	\$585.00

Trans date: 2/20/14 Time: 15:04:05

Customer:

THANK YOU FOR YOUR PAYMENT

*** THIS IS A RECEIPT ONLY AND NOT PROOF
OF LICENSE ***



RE: Refund Notification Letter

To whom it may concern,

Please issue the refund for the clean up deposit to Green Circle Demolition, LLC. This deposit was put in place for the demolition and subsequent clean up at 8231 Dixon Ct Jonesboro, GA for Mr. Richard Gaines, property owner.

Thanks,

A handwritten signature in black ink, appearing to read 'S Bacon', is written over the printed name.

Sam Bacon

4/2/14

Owner

770-458-8662

770-818-0008

Green Circle Demolition

3549 McCall Place, Atlanta, GA 30340

770-818-0008

baconsam@greencircledemolition.com

www.greencircledemolition.com

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

May 6, 2014

A G E N D A

HUMAN RESOURCES SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE



Clayton County Board of Commissioners Legislative Request Form

RECEIVED

APR 24 2014

Agenda Meeting Date: 4-30-14 CLAYTON CO. COO

Purpose

The purpose of this request is to seek employment of full-time employee in the Pre-trial Intervention and Diversion Program (PIDP) dedicated to the work, requirements and expansion of the PIDP program. This position is currently part time. This employee will be able to help us be more effective in administering the program and expanding our scope of services. This employee will be able to meet with more offenders and see that offenders enter and successfully exit the program expeditiously. This full time employee will allow us to expand our program to address other areas of interest and offenses bringing in more clients and more money. This employee if given full time status, would also have the additional task of informing and educating the public through social media via facebook, twitter, Instagram and other mediums.

Rationale

Since the inception of PIDP in 2009, the secretary assigned to this unit also performed other office secretarial tasks as there was not a legal secretary position requested and assigned to the unit. A full time program assistant will conduct program management duties as well as supervise program aides that will conduct paralegal, secretarial, and clerical duties that would allow the Program Director to expand the program scope to reach more clients. This will also allow the Program Director to increase community partnerships, be present in the court rooms to assist in the placement of new cases in the programs and be able to spend time to find additional program funding sources. The program has already expanded to a second tier which will bring in more cases and will soon add a violence prevention program and more cases from that population. A full time person devoted completely to PIDP can help the program expand without outgrowing its resources and setting the program and participants up for failure.

Facts

After just six short months of having a dedicated assistant for PIDP Cases went up from 330 to 356 cases reviewed and from 182 to 237 being successful. More money was also brought in for the general fund with \$2000 extra being collected in the first six months. More restitution for our victims of crime was collected in 2013 (\$35,501.60) compared to 2012 (\$26,177.06). Over 35,000 hours of community service hours have been completed with several clayton county nonprofit agencies being the beneficiary. This is directly related to a dedicated assistant being a part of the PIDP staff.

Unfortunately after we trained this employee she decided to take another county paid position because it was full time. She would have stayed with our department and continued to assist us in improving efficiency and numbers if she could have been made a full time employee. This is the third and most talented person selected for this position in the 5 years that the program has been running. We would like for her to grow with the program so that we can continue to generate revenue, change lives and save county resources.

It costs the county citizens \$48 a day to house inmates. It costs the Georgia Department of Corrections state tax monies to supervise probationary offenders in Clayton County. The PIDP program requires the participant to pay \$300 administrative fees to Clayton County as allowed by law to offset the cost of the program. This employee will be able to assist over 300 additional cases per year.

The cost of a Full Time employee at a pay grade 17/1 is \$32,181. With a \$4,609.08 cost of benefits the total cost will be \$36,790.08. The current part time employee is currently receiving \$15,053 and this makes it difficult to keep good people in that position. The new 300 cases would add an additional \$60,000 in revenue. An average

of \$35,125 is paid out to providers annually. With the completion of our latest RFP we will only be working with 3 organizations which will also eliminate at a minimum \$17,523 that was paid to one provider.

Impact

We can provide alternative sentencing to a larger number of defendants, helping them to become better citizens by finding ways to handle issues that caused them to participate in criminal activity. We are specifically working to get an additional 300 defendants into the program. We can return a better citizen to the community. We can lessen the cost to taxpayers for criminal justice services as the \$300 administrative fee pays for cost associated with program participation.

Supporting Documentation

During the Fiscal Year Ending June 30, 2012, the PIDP program statistics showed that \$62,495.00 was received into the general fund from the program administrative fees. The new 300 cases would add an additional \$60,000 in revenue. The administrative fees collected, less the service fees for participants more than covers the cost of the full time position requested. In 2013 \$66,508 was collected for the general fund and \$37,125 was paid to service providers leaving a surplus of \$29,383. That plus the additional new funds will more than cover the cost of the employee.

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
				
Date: 4/29/14	Date: 4/29/14	Date: 4/29/14	Date:	Date: