

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

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 following Board of Commissioners' meeting minutes:
  - July 15, 2014 Public Hearing on the Proposed FY-2015 Millage Rate Increase (6:00 p.m.)
  - July 15, 2014 Regular Business Meeting (7:00 p.m.)
  - July 22, 2014 Public Hearing on the Proposed FY-2015 Millage Rate Increase (11:00 a.m.)
  - July 22, 2014 Public Hearing/Special Called Meeting to adopt the FY-2015 Millage Rate (6:30 p.m.)
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: "Recognition of the 2014 Public Leadership in the Arts Award for County Arts Leadership to Clayton County from Americans for the Arts and the National Association of Counties/NACo" (presented by Commissioner Sonna Gregory).
7. Consider requests of Ramona Thurman, Interim Purchasing Agent 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) **Request to Sell County Surplus Items, utilizing GovDeals.com** (to dispose of County assets), as requested by the Central Services Department.
  - 2) **Request to Open Publix Business Account**, as requested by the CFO/Authorized Purchasing Agent.

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

3) **Service Agreement for Equipment Maintenance in Finance Department** (Basic Services, Inc., located in Norcross, Georgia; \$1,244.00. Funds are available through the Central Services Repair and Maintenance Account), as requested by the CFO/Authorized Purchasing Agent.

4) **Request for Board of Commissioners' Approval to utilize National Joint Powers Alliance (NJPA) Cooperative, utilizing Staples Advantage as the Countywide Office Supplier** (Funding is available through each department's Office Supply Account), as requested by the Central Services Department and CFO/Authorized Purchasing Agent.

5) **RFP Pkg. #13-31 SPLOST Construction Management-At-Risk Services for the Construction of Clayton County Police Precinct, N.E. Guaranteed Maximum Price Approval** (Hogan Construction Group, LLC, located in Norcross, Georgia; 2,432,875.00. Funding is available through the 2009 SPLOST funds). 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.

6) **RFB Pkg. #14-36 Liquid Asphalt Supply Services for Clayton County Transportation & Development – Annual Contract** (Multi-award: Associated Asphalt Conley, LLC d/b/a Seaco, located in Conley, Georgia and Blacklidge Emulsions, Inc., located in Douglasville, Georgia. 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.

7) **Annual Contract Renewal – RFB Pkg. #12-17 Miscellaneous Medical Supplies/Annual Contract with Price Increases** (PSS World Medical, Inc., located in Jacksonville, Florida), as requested by Fire and Emergency Services. The final renewal period will be from

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

August 5, 2014 through June 30, 2015. The Board of Commissioners approved this proposal on June 5, 2012. 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.

8. Consider requests of Ramona Thurman, Chief Financial Officer.

1) Budget Amendment #2-56/Various Departments/FYE 6-30-14 – to cover additional salaries and benefits in the amount of \$2,283,077.00.

2) Budget Amendment #2-01/State Court Technology Fund/FYE 6-30-15– to establish a budget of \$194,000.00 for the State Court under the Technology Fund.

3) Budget Amendment #2-2/Other General Government/FYE 6-30-15 –to replace two (2) police vehicles where repair cost exceeds the value of the vehicles, in the amount of \$74,000.00.

4) Budget Amendment #4-01 – 2009 – Fund 307 – 2009 Reimposition SPLOST /FYE 6-30-15 – to amend the budget for RFP #13-28 Architectural/Engineering Services for the construction of the Clayton County Multi-Purpose Fire Building and Design Development Document approved by the Board of Commissioners at the July 15, 2014 meeting, in the amount of \$433,576.00.

5) Budget Amendment #4-05 – Fund 306 – 2004 Roads and Recreation SPLOST/FYE 6-30-15 – to amend the budget for RFP #04-59 Widening of Mt. Zion Boulevard and Battle Creek Road for Kimley-Horn & Associates, Inc. change order approved by the Board of Commissioners at the July 15, 2014 meeting, in the amount of \$828,425.00.

6) Budget Amendment #4-06 – Fund 307 – 2009 Reimposition SPLOST/FYE 6-30-15 – to amend the budget for additional renovations to the front entry gate and rear masonry wall at the Clayton County International Park, in the amount of \$43,686.00.

7) Request for Refund of Back Taxes paid by Cathay Pacific Airways, Ltd., in the amount of

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

\$78,452.42.

8) Request for Business License Fee Refund to Willy's Mexicana Grill, Inc., located at 6000 North Terminal Parkway, Concourse B, in the amount of \$1,435.66, due to this business being located within the City of College Park's jurisdiction.

9. Consider requests of Renee Bright, Director of Human Resources:

1) Request from the Police Department for the Board to approve the creation of an Animal Control Rescue Coordinator (PG 15), the creation of an Animal Control Technician (PG 15), and the elimination of an Animal Control Assistant Commander (PG 20). These actions will result in budget increases, but they are absolutely necessary to achieve the County's goal of a "low kill kennel."

From the beginning of this Administration in 2010, Animal Control has increased the number of animals returned to owners or adopted out by 118% and reduced the number of animals euthanized by 66%. Even with this success, Animal Control had to euthanize 1,869 animals in 2013. Animal Control must step up its efforts. The requested personnel will give Animal Control a paid full-time Rescue Coordinator whose primary job will be to place abandoned dogs and cats with licensed rescue groups to avoid the consequence of having to euthanize these animals to prevent overcrowding.

The County has moved toward a Low Kill Kennel for Animal Control. For example, in 2012, Animal Control took in 6,053 animals. Of these, 4,162 were returned to owners or adopted out and 1,869 were euthanized. In 2011, Animal Control took in 6,080 animals. Of these, 3,240 were returned to owners or adopted out and 2,820 were euthanized. In 2011, Animal Control took in 6,430 animals. Of these, 1,707 were returned to owners or adopted out and 4,713 were euthanized. In 2010, Animal Control took in 7,507 animals. Of these, 1,905 were returned to owners or adopted out and 5,596 were euthanized.

The data clearly shows that Animal Control has reduced the number of animals killed by 33% since 2012 and a staggering reduction of 66% when compared to 2010, and adoptions and returns have increased by 118% since 2010. Animal Control is clearly moving in the right direction, but it must step up its efforts. It also needs to professionalize its rescue coordination efforts and use its own staff to perform euthanasia services under the supervision of a licensed veterinarian. The addition of the supervisor will improve overall functionality at the Kennel and Animal Control operations.

This reorganization will require additional funding. The purpose here is to address immediate needs while moving toward a low kill kennel. Without this additional support, Animal Control faces the

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

consequence of a full kennel with no room to respond to new bite calls, or complaints about stray animals. The need is clear and the need is immediate. These new positions are urgently needed.

Funding is not available in the current year's budget. It will require use of the Fund Balance or reallocation of existing funding. The additional cost amounts to \$35,023.00.

2) Request from the Police Department for the Board to approve a starting salary of \$64,524.75 (PG 29/Step 9) for the Police Aviation Mechanic.

This position has been vacant for a year. The advertised salary of Range 29, Step 1 is too low to attract a qualified mechanic in this market. A study shows that starting pay for an experienced turbine helicopter mechanic in this area ranges from \$66,119.10 to \$72,400.00. To attract and retain a competent and qualified mechanic, the Police Department must offer comparable pay to be competitive in this market. A suitable candidate has been recruited, but the Police Department needs to offer a starting salary of \$64,524.73 to finalize this opportunity.

Without an in-house aviation mechanic, the Police Department is at the mercy of the market place to obtain required maintenance for its helicopters. This increases down time for the aircraft as well as overall cost to the County. Once the Police Department again has an in-house mechanic on board, maintenance will be timely performed in an in-house hanger (saving both time and money).

Funding is not available in the current year's budget. It will require use of the Fund Balance or reallocation of existing funds. The additional cost amounts to \$7,748.00 (salary/benefits).

3) Request from Human Resources for the Board to approve the utilization of Consolidated Admin Services, Inc. (CAS) to administer COBRA at a cost of \$4,700.00 a year. Monies to cover this cost are available in the medical fund and will not impact the General Fund.

10. Ordinance 2014-167 – (2<sup>nd</sup> **READING**) An Ordinance adopted under the Home Rule Powers specifically granted to the governing authority of Clayton County pursuant to Article IX, Section 11, Paragraph I (B)(1) of the Constitution of the State of Georgia of 1983, amending the Local Act of the General Assembly creating and composing the Clayton County Board of Commissioners and setting forth the general provisions governing Clayton County Government; to amend the Clayton County Code of Ordinances, as amended, specifically Part I, Article II, Section 2-4 "Meetings," and Part II, Chapter 2, Article I, Section 2-4 "Meetings"; to provide an effective date of this ordinance; and for other purposes.

11. Ordinance 2014-183 – An Ordinance to amend the Code of Clayton County, Georgia, as

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

- amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 11 “Businesses,” Article I “In General” by deleting the existing Section 22-1 “Registration of Name of Contractor for Building and Repair Services” and substituting in lieu thereof a new Section 22-1; to repeal conflicting laws, ordinances, and resolutions; to provide severability; to provide an effective date; and for other purposes.
12. Resolution 2014-184 – A Resolution to enter into a License Agreement with Constantine Chapter Memorial, LLC to allow Sigma Chi Fraternity to conduct an “Enhancement Project” and host a celebration of the 150<sup>th</sup> Anniversary of the Constantine Chapter of Sigma Chi Fraternity at Sigma Chi Park; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.
  13. Resolution 2014-185 – A Resolution authorizing Clayton County to enter into a Project Agreement with Path Foundation, Inc. providing for the terms and conditions under which services related to designing greenway trails in and around Clayton County International Park will be administered; to authorize the Chairman to execute the agreement and otherwise to perform all acts necessary to accomplish the intent of the resolution; to provide an effective date of this resolution; and for other purposes.
  14. Resolution 2014-186 – A Resolution authorizing Clayton County, on behalf of the Clayton County Parks and Recreation Department, to grant a Special Facility Use Request for the Rotary Club of Clayton County, Inc. to host a series of events for International College Students at the Clayton County International Park; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.
  15. Resolution 2014-187 – A Resolution to allow State Senator Valencia Seay to host a Town Hall Meeting and Dinner at the Frank Bailey Senior Center; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.
  16. Resolution 2014-188 – A Resolution authorizing Clayton County to enter into a License Agreement with We Need 2 Read, Inc. providing for the terms and conditions under which the “Food Trucks @ The Beach” event will be hosted at the Clayton County International Park; to authorize the Chairman to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.
  17. Resolution 2014-189 – 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; to authorize the Chairman or the Chief of Police as his designee to

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

- execute the MOU; 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 in the terms of the MOU; to provide an effective date of this resolution; and for other purposes.
18. Resolution 2014-190 – A Resolution authorizing the acceptance of one (1) condemned vehicle (a 2000 Toyota Camry) to be assigned to the Police Department fleet in a manner as will be in the best interest of the County; to authorize the Directors of Central Services and Fleet Maintenance to perform all acts required by this resolution; to provide an effective date of this resolution; and for other purposes.
  19. Resolution 2014-191 – A Resolution authorizing Clayton County to enter into an Aging Subgrant Contract with the Atlanta Regional Commission providing for services for the Aging Division of the Clayton County Senior Services Department; to authorize the Chairman to execute the contract and otherwise to perform all acts necessary to accomplish the intent of the resolution; to authorize the Chief Financial Officer to amend the budget to reflect an appropriate revenue source and expense, all as may be required under the terms of the contract; to provide an effective date of this resolution; and for other purposes.
  20. Resolution 2014-192 – A Resolution authorizing Clayton County to enter into a Traffic Signal Modification Agreement with Church Street Retail Properties, Inc., for traffic signal modifications and for the acceptance of right-of-way associated with Fred’s Retail Center Commercial Development on Upper Riverdale Road at Roy Huie Road; to authorize the Chairman to execute the agreement on behalf of the County and otherwise to perform all 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 agreement; to provide an effective date of this resolution; and for other purposes.
  21. Resolution 2014-193 – A Resolution authorizing renewal of the Right-of-Entry for Environmental Assessment and Response to the United States Army Corps of Engineers upon that certain County right-of-way identified in Exhibit “A” attached hereto; to authorize the Chairman to execute the Right-of-Entry and to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.
  22. Resolution 2014-194 – A Resolution authorizing the execution of two (2) amendments to the Utility Relocation Agreements with CenturyLink Communications, LLC (formally known as Quest Communications, LLC) and MCI Communications Services, Inc. to modify the Technical Scope of Work and costs associated with the C.W. Grant Grade Separation Project; to authorize the Chairman to execute the agreements on behalf of the County and otherwise to perform all acts

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

- 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.
23. Resolution 2014-195 – A Resolution authorizing Clayton County to fulfill Insurance requirements; to authorize the Chairman to execute all documents necessary to effectuate the transfer, and otherwise to perform all acts necessary to accomplish the intent of this resolution; to provide an effective date of this resolution; and for other purposes.
  24. Resolution 2014-196 – 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 Lake Ridge Parkway Subdivision Sidewalk 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; to provide an effective date of this resolution; and for other purposes.
  25. Resolution 2014-197 – A Resolution authorizing Clayton County to exercise its powers of Eminent Domain in accordance with provisions of Georgia Laws for the purpose of acquiring a certain property for use by the Clayton County Department of Transportation and Development for the Pointe South Parkway Sidewalk 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; to provide an effective date of this resolution; and for other purposes.
  26. Ordinance 2014-198 – An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically, Code of Clayton County, Georgia, Part II, Chapter 14 “Animals,” Article VI “Responsible Dog Ownership Law” by deleting Code Section 14-137 “Appointment of Dog Control Officer and Animal Control Board” in its entirety and substituting in lieu thereof a new Section 14-137 “Appointment of Dog Control Officer”; by adding a new Section 14-137.1 “Animal Control Board”; by deleting Section 14-139 “Classification; Notice and Hearing” in its entirety and substituting in lieu thereof a new Section 14-139 “Notice to Dangerous or Vicious dog Owners; Hearing”; to repeal conflicting laws, ordinances, and resolutions; to provide severability; to provide an effective date; and for other purposes.

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

27. Resolution 2014-199 – A Resolution providing for and authorizing an increase in Supplemental Compensation of certain elected officials, employees of the State of Georgia, and other persons employed in County offices or performing duties essential to County operations; 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; to repeal conflicting laws; and for other purposes.
28. Appointment to the Civil Service Board to fill the unexpired term of Lori Favre (**Resigned**). The unexpired term ends on December 31, 2014.
29. Appointment to the Family and Children Services Board (DFCS). The term of Jewell Lewis expired on June 30, 2014. New term is for five (5) years; expiring on June 30, 2019.
30. Appointment to the Library Board to fill the unexpired term of Gwen McQueen (**Resigned**). The unexpired term ends on June 30, 2015.
31. Consideration of Streets for Acceptance in the “**Sunset Park**” development; Horizon Court, Headwaters Way, and Solitude Court, located in Land Lot 135 of the 12th District. The Final Plat was recorded on June 18, 2014/Plat Book 42/Page 131(Total Acreage: 13.005; Total Number of Lots: 32) -- Commission District 1/Commissioner Sonna Singleton Gregory

**EXECUTIVE SESSION**

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

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

FINANCE SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

2-56

**DATE:** June 25, 2014

**TO:** Board of Commissioners

**FROM:** Ramona Thurman, Chief Financial Officer

**SUBJECT:** Request for Budget Amendment - Various Department

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

**INCREASE REVENUE:**

Personal Property Taxes - Current Year	101-1801-3001	\$ 685,741
Insurance Premium Taxes	101-1801-3004	490,264
Real Property Taxes - Prior Years	101-1801-3005	533,089
Personal Property Taxes - Prior Years	101-1801-3006	60,867
Motor Vehicle Taxes	101-1801-3020	109,105
Interest on Delinquent Taxes	101-1801-3050	121,535
Pre-Trial Intervention & Program Fee	101-2601-3394	4,700
Miscellaneous Revenue	101-2601-3720	759
Sheriff Service Fees	101-2801-3385	45,383
Inmate Housing (Work Release) Fees	101-2801-3390	4,637
Inmate Medical Expense Reimbursement	101-2801-3392	1,529
Bond Forfeitures	101-2801-3410	161,331
Court Fines	101-2801-3400	4,275
Inmate Housing (Work Release) Fees	101-2804-3390	30,761
Rental Income	101-3301-3323	19,704
Victim/Witness Reimb Surcharges/Fines	265-2601-3405	9,397
		<u>\$ 2,283,077</u>

**INCREASE EXPENSE:**

FICA and Medicare Insurance	101-1202-4021	\$ 54
Overtime	101-1401-4002	55
Regular Salaries and Wages	101-1501-4000	30,019
Pension Contribution	101-1501-4020	3,882
FICA and Medicare Insurance	101-1501-4021	668
Regular Salaries and Wages	101-1502-4000	490
Pension Contribution	101-1502-4020	65
Group Health & Life Insurance	101-1502-4022	752
Part - Time / Temporary Wages	101-1701-4001	3,208
Group Health & Life Insurance	101-1801-4022	6,934
Regular Salaries and Wages	101-2002-4000	3,657
Pension Contribution	101-2002-4020	462
Regular Salaries and Wages	101-2003-4000	312

Regular Salaries and Wages	101-2101-4000	74,264
Pension Contribution	101-2101-4020	8,487
FICA and Medicare Insurance	101-2101-4021	3,412
Overtime	101-2125-4002	407
Overtime	101-2201-4002	23
Group Health & Life Insurance	101-2201-4022	1,418
Overtime	101-2301-4002	30
FICA and Medicare Insurance	101-2301-4021	1,875
Group Health & Life Insurance	101-2301-4022	2,803
Overtime	101-2451-4002	50
Group Health & Life Insurance	101-2501-4022	7,272
Regular Salaries and Wages	101-2601-4000	64,312
Part - Time / Temporary Wages	101-2601-4001	19,308
Overtime	101-2601-4002	21,085
Pension Contribution	101-2601-4020	8,461
FICA and Medicare Insurance	101-2601-4021	342
Regular Salaries and Wages	101-2701-4000	190
Pension Contribution	101-2701-4020	24
FICA and Medicare Insurance	101-2701-4021	63
Overtime	101-2751-4002	3,448
Regular Salaries and Wages	101-2801-4000	300,553
Overtime	101-2801-4002	2,130,293
Pension Contribution	101-2801-4020	40,452
FICA and Medicare Insurance	101-2801-4021	116,048
Worker's Compensation Insurance	101-2801-4023	27,123
Part - Time / Temporary Wages	101-2802-4001	73,938
Overtime	101-2802-4002	826
Group Health & Life Insurance	101-2802-4022	72
Part - Time / Temporary Wages	101-3001-4001	1,528
Overtime	101-3101-4002	7,380
Group Health & Life Insurance	101-3101-4022	16,967
Overtime	101-3201-4002	20,486
Group Health & Life Insurance	101-3201-4022	45,546
Regular Salaries and Wages	101-3301-4000	24,831
Pension Contribution	101-3301-4020	3,207
FICA and Medicare Insurance	101-3301-4021	1,273
Overtime	101-3401-4002	97
Group Health & Life Insurance	101-3601-4022	3,606
Overtime	101-5001-4002	106
Group Health & Life Insurance	101-5010-4022	9,505
Regular Salaries and Wages	101-5040-4000	4,438
Pension Contribution	101-5040-4020	486
Group Health & Life Insurance	101-5040-4022	4,911
Regular Salaries and Wages	101-5070-4000	726
Group Health & Life Insurance	101-5070-4022	996
Overtime	101-5110-4002	30
Overtime	101-5125-4002	1,036

Regular Salaries and Wages	101-5324-4000	529
Part - Time / Temporary Wages	101-5324-4001	1,648
Pension Contribution	101-5324-4020	70
Regular Salaries and Wages	101-5325-4000	557
Pension Contribution	101-5325-4020	74
Overtime	101-5327-4002	66
Part - Time / Temporary Wages	101-5329-4001	4,620
Regular Salaries and Wages	101-5334-4000	451
Pension Contribution	101-5334-4020	61
Group Health & Life Insurance	101-5334-4022	428
Regular Salaries and Wages	101-5336-4000	690
Pension Contribution	101-5336-4020	92
Group Health & Life Insurance	101-5336-4022	4,527
Regular Salaries and Wages	101-5337-4000	619
Pension Contribution	101-5337-4020	83
Group Health & Life Insurance	101-5337-4022	4,177
FICA and Medicare Insurance	101-5338-4021	4,478
Group Health & Life Insurance	101-5340-4022	1,246
Group Health & Life Insurance	101-6201-4022	19,373
Group Health & Life Insurance	101-6501-4022	11,273
Regular Salaries and Wages	210-1105-4000	229
Group Health & Life Insurance	210-1105-4022	3,827
Regular Salaries and Wages	260-2001-4000	528
Pension Contribution	260-2001-4020	70
Regular Salaries and Wages	265-2501-4000	882
Pension Contribution	265-2501-4020	116
Group Health & Life Insurance	265-2501-4022	1,682
Regular Salaries and Wages	265-2601-4000	955
Overtime	265-2601-4002	256
Pension Contribution	265-2601-4020	124
Group Health & Life Insurance	265-2601-4022	11,219
Regular Salaries and Wages	290-2001-4000	102
Pension Contribution	290-2001-4020	14
Group Health & Life Insurance	290-2001-4022	282
Worker's Compensation Insurance	752-7602-4023	7,865
		<u>\$ 3,187,505</u>

**DECREASE EXPENSE:**

Group Health & Life Insurance	101-1202-4022	\$ 54
Group Health & Life Insurance	101-1401-4022	55
Group Health & Life Insurance	101-1501-4022	26,511
Office Equipment Rental	101-1501-4225	2,312
R & M - Machinery and Equipment	101-1501-4825	5,746
FICA and Medicare Insurance	101-1502-4021	849
Office Supplies	101-1502-4390	458
Group Health & Life Insurance	101-1701-4022	3,208
FICA and Medicare Insurance	101-1801-4021	6,934

Group Health & Life Insurance	101-2002-4022	4,119
Group Health & Life Insurance	101-2003-4022	312
Group Health & Life Insurance	101-2101-4022	14,922
Other Contract Service Fees	101-2101-4140	1,898
Office Equipment Rental	101-2101-4225	341
Office Supplies	101-2101-4390	3,042
Court Reporter Fees	101-2101-4620	6,593
Emeritus and Pro-Temp Fees	101-2101-4625	2,052
Worker's Compensation Insurance	101-2151-4023	407
FICA and Medicare Insurance	101-2201-4021	1,441
Part - Time / Temporary Wages	101-2301-4001	4,708
FICA and Medicare Insurance	101-2451-4021	50
FICA and Medicare Insurance	101-2501-4021	7,272
Group Health & Life Insurance	101-2601-4022	3,540
Office Equipment Rental	101-2601-4225	2,024
Court Books and Records	101-2601-4305	2,009
Crime Prevention and Investigation Supplies	101-2601-4315	26
Food and Dietary Supplies	101-2601-4345	693
Court Reporter Fees	101-2601-4620	1,397
Witness Fees	101-2601-4650	3,459
Advertisement Expense	101-2601-4700	117
Dues and Subscriptions	101-2601-4720	253
Training, Travel, and Meeting Expense	101-2601-4785	1,472
R & M - Buildings	101-2601-4815	300
Office Equipment Rental	101-2701-4225	277
Pension Contribution	101-2751-4020	3,448
Part - Time / Temporary Wages	101-2801-4001	109,107
Group Health & Life Insurance	101-2801-4022	166,358
Litigation Claims & Settlements	101-2801-7520	300,000
FICA and Medicare Insurance	101-2802-4021	13,900
Safety Supplies	101-2802-4420	20
R & M - Machinery and Equipment	101-2802-4825	373
FICA and Medicare Insurance	101-3001-4021	1,528
Regular Salaries and Wages	101-3101-4000	24,347
Regular Salaries and Wages	101-3201-4000	66,032
Group Health & Life Insurance	101-3301-4022	15,489
Office Supplies	101-3301-4390	22
Group Health & Life Insurance	101-3401-4022	97
Overtime	101-3601-4002	3,606
Group Health & Life Insurance	101-5001-4022	106
Regular Salaries and Wages	101-5010-4000	9,505
Part - Time / Temporary Wages	101-5040-4001	5,178
FICA and Medicare Insurance	101-5040-4021	1,087
Electric Utilities	101-5040-4500	2,020
Dues and Subscriptions	101-5070-4720	1,722
Group Health & Life Insurance	101-5110-4022	30
Pension Contribution	101-5125-4020	1,036

FICA and Medicare Insurance	101-5324-4021	2,247
FICA and Medicare Insurance	101-5325-4021	631
FICA and Medicare Insurance	101-5327-4021	66
FICA and Medicare Insurance	101-5329-4021	4,620
FICA and Medicare Insurance	101-5334-4021	940
FICA and Medicare Insurance	101-5336-4021	5,309
Part - Time / Temporary Wages	101-5337-4001	4,879
Part - Time / Temporary Wages	101-5338-4001	4,478
Part - Time / Temporary Wages	101-5340-4001	1,246
Regular Salaries and Wages	101-6201-4000	19,373
Additional Employer Cont/Effective FY14	101-6501-4030	11,273
FICA and Medicare Insurance	210-1105-4021	3,859
Worker's Compensation Insurance	210-1105-4023	197
Group Health & Life Insurance	260-2001-4022	598
FICA and Medicare Insurance	265-2501-4021	960
Worker's Compensation Insurance	265-2501-4023	413
Part - Time / Temporary Wages	265-2601-4001	4,513
FICA and Medicare Insurance	265-2601-4021	661
Training, Travel, and Meeting Expense	265-2601-4785	3,905
Office Supplies	290-2001-4390	398
		\$ 904,428

**Reason:** To amend the budget to cover additional salary and benefits for FY14.

**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**

2-01

**DATE:** July 9, 2014

**TO:** Board of Commissioners

**FROM:** Ramona Thurman, Chief Financial Officer

**SUBJECT:** Request for Budget Amendment - State Court Technology Fund

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

**INCREASE EXPENSE:**

Other Contract Service Fees	275-2101-4140	\$ 12,000
Computer Supplies	275-2101-4310	40,000
Minor Computer Equipment	275-2101-4393	95,000
Telephone, Telegraph and Teletype	275-2101-4520	7,000
Dues and Subscriptions Expense	275-2101-4720	5,000
Training, Travel, and Meeting Expense	275-2101-4785	35,000
		<u>194,000</u>
		\$ 194,000

**DECREASE EXPENSE:**

Other Contract Service Fees	275-2451-4140	\$ 12,000
Computer Supplies	275-2451-4310	40,000
Minor Computer Equipment	275-2451-4393	95,000
Telephone, Telegraph and Teletype	275-2451-4520	7,000
Dues and Subscriptions Expense	275-2451-4720	5,000
Training, Travel, and Meeting Expense	275-2451-4785	35,000
		<u>194,000</u>
		\$ 194,000

**Reason:** To establish a budget for the State Court under the Technology Fund.

**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**

2-2

**DATE:** July 28, 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 6-30-15:

**INCREASE EXPENSE:**

Autos and Trucks	101-6501-6020-83001	\$	74,000
------------------	---------------------	----	--------

**DECREASE EXPENSE:**

Autos and Trucks	101-6501-6020	\$	74,000
------------------	---------------	----	--------

**Reason:** To replace two Police vehicle where repair cost exceeds the value of the vehicle.

**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 Board of Commissioners**  
**Legislative Request Form**

**RECEIVED**  
 JUL 23 2014

Agenda Meeting Date: July 30, 2014 **CLAYTON CO. COO**

**Purpose**

To replace and purchase one police package vehicle, vehicle 669 / 1999 Ford Crown Victoria with 176,802 miles.

**Rationale**

By replacing this vehicle, it will allow the police department to continue updating / replacing its aging fleet, to increase response times for calls for service and to increase the safety measures / features now available on current police package vehicles.

**Facts**

The Assistant Director of Fleet Maintenance has removed this vehicle from service due to condition and costly repairs.

**Impact**

The cost of replacing this vehicle would be \$37,000.00, to include the purchase price of the vehicle and all necessary emergency and safety equipment.

**Supporting Documentation**

Memorandum from the Assistant Director of Fleet Maintenance, John Vise for the vehicle listed

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	
Date: <u>7/15/14</u>	Date: <u>7/28/14</u>	Date: <u>7/28/14</u>	Date: <u>7/29/14</u>	Date:

*[Handwritten initials]*  
 7/8/14  
 KHG 7/8/14

**CLAYTON COUNTY**  
**FLEET MAINTENANCE DEPARTMENT**  
**INTER - OFFICE MEMO**

---

DATE: July 07, 2014  
TO: Greg Porter, Chief of Police  
FROM: John Vise, Assistant Director   
SUBJECT: Vehicle 669

We have evaluated the following vehicle, and recommend removing this vehicle from service due to the following reasons:

1999 Ford Crown Victoria VIN: 2FAFP71W6XX161679

1. Engine locked-up
2. Age of vehicle
3. Overall general condition poor

Therefore, I am recommending that you take the necessary steps to replace this vehicle. If you have any further questions, please contact John Vise at Fleet Maintenance.

JV/mg

cc: Captain Richard Godfrey  
Office John Ivey  
File



**Clayton County Board of Commissioners  
Legislative Request Form**

**RECEIVED**

JUL 23 2014

Agenda Meeting Date: July 30, 2014 **CLAYTON CO. COO**

**Purpose**

To replace and purchase one police package vehicle, vehicle 930 / 1997 Ford Crown Victoria with 202,829 miles.

**Rationale**

By replacing this vehicle, it will allow the police department to continue updating / replacing its aging fleet, to increase response times for calls for service and to increase the safety measures / features now available on current police package vehicles.

**Facts**

The Assistant Director of Fleet Maintenance has removed this vehicle from service due to condition and costly repairs.

**Impact**

The cost of replacing this vehicle would be \$37,000.00, to include the purchase price of the vehicle and all necessary emergency and safety equipment.

**Supporting Documentation**

Memorandum from the Assistant Director of Fleet Maintenance, John Vise for the vehicle listed

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
<i>[Signature]</i> for Chief Porter	<i>[Signature]</i> SW (COO)	<i>[Signature]</i>	<i>[Signature]</i>	
Date: 7/17/14	Date: 7/28/14	Date: 7/28/14	Date: 7/29/14	Date:

*eked*  
7/17/14  
OK KHG.  
7/17/14

CLAYTON COUNTY  
FLEET MAINTENANCE DEPARTMENT  
INTER - OFFICE MEMO

---

DATE: July 15, 2014  
TO: Greg Porter, Chief of Police  
FROM: John Vise, Assistant Director   
SUBJECT: Vehicle 930

We have evaluated the following vehicle, and recommend removing this vehicle from service due to the following reasons:

1997 Ford Crown Victoria                      VIN: 2FALP71W7VX209822                      202829

1. Bad engine
2. Age of vehicle
3. Overall general condition poor

Therefore, I am recommending that you take the necessary steps to replace this vehicle. If you have any further questions, please contact John Vise at Fleet Maintenance.

JV/mg

cc: Captain Richard Godfrey  
Office John Ivey  
File

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

**DATE:** July 23, 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 6-30-15:

**INCREASE REVENUE:**

Appropriations from SPLOST Fund Balance	307-3901-7000	\$	433,576
---	---------------	----	---------

**INCREASE EXPENSES:**

Consulting Fees	307-3901-4120-8C005-7Y110	\$	16,592
Buildings & Improvements	307-3901-6010-8C005-7Y110	\$	241,984
Office Equipment/Computers/Furnishings	307-3901-6030-8C005-7Y110	\$	175,000
		\$	433,576

**Reason:** To amend the budget for RFP #13-28 Architectural/Engineering Services for the construction of the Clayton County Multi-purpose Fire Building and Design Development Document approved by the BOC at the July 15, 2014 meeting.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shelby D. Haywood, Clerk of Commissioners



Project Name : Clayton Fire Multipurpose Bldg

Prelim Budget - Building & Site

4/28/2014

**BUDGET OPTION #4 - VE TO SCHEMATIC PRICING**

SCPM Project No.: 10-119

Est Bldg SF: 16,415

Cost Code	Phase	Bldg	Cost Code Description	Percent Contingency	Std. Prelim Budget
<b>10000</b>	<b>00</b>	<b>00</b>	<b>Land Acquisition Costs</b>		<b>NIB</b>
10000	00	00	Subtotal		0
<b>20000</b>	<b>00</b>	<b>00</b>	<b>Soft Costs</b>		
20100	00	00	Architect Fees & Reimb (@6.8%)		\$275,234.40
20100	01	00	Design Contingency		\$0.00
20300	00	00	Program Manager Fees & Reimb		\$214,156.00
20400	00	00	Survey		\$10,205.00
20500	00	00	Geotechnical Testing		\$5,000.00
20500	01	00	Phase I		\$2,500.00
20600	00	00	Environmental - Haz Mat Survey		
<b>20000</b>	<b>00</b>	<b>00</b>	<b>Subtotal</b>		<b>\$507,095.40</b>
<b>30000</b>	<b>00</b>	<b>00</b>	<b>Hard Costs</b>		
30100	00	00	Prime General Contractor		\$3,585,708.00
30150	01	00	Construction Contingency - Design Issues	4%	\$143,428.32
30150	02	00	Construction Contingency - Owner	4%	\$143,428.32
30500	00	00	Permit Fees		Included in 30100 00 00
30600	00	00	Utilities		Included in 30100 00 00
30700	00	00	Material Testing (Inc NPDES Monitor)		\$30,000.00
<b>30000</b>	<b>00</b>	<b>00</b>	<b>Subtotal</b>		<b>\$3,902,564.64</b>
<b>40000</b>	<b>00</b>	<b>00</b>	<b>Furniture Fixtures &amp; Equipment</b>		
40000	00	00	Furniture & Fixtures		\$150,000.00
41000	00	00	Signage (interior & exterior)		\$25,000.00
<b>40000</b>	<b>00</b>	<b>00</b>	<b>Subtotal</b>		<b>\$175,000.00</b>
<b>50000</b>	<b>00</b>	<b>00</b>	<b>Owner Technology</b>		
50100	00	00	Fiber Network		\$20,000.00
50100	01	00	Tel/Data Pathways (voice & data cabling)		\$25,000.00
50200	00	00	Network Equipment / Phones / Computers		\$90,000.00
50300	00	00	Security & Access Control (wiring in 50100 01 00)		\$30,000.00
			Wireless Access		Incl in 50100 01 00
50400	00	00	A/V Equipment (wiring in 50100)		\$20,000.00
<b>50000</b>	<b>00</b>	<b>00</b>	<b>Subtotal</b>		<b>\$185,000.00</b>
<b>60000</b>	<b>00</b>	<b>00</b>	<b>Contingency - Owners</b>		<b>\$191,915.96</b>

**Grand Total** \$4,961,576.00

FUNDING SOURCES:

SPLOST \$4,961,576.00

**BUDGET DEFICIT** \$0.00

**Budget based on the following assumptions:**

1. A/E Schematic design VE package issued 01-09-14 & revised plan dated 03-31-14. Potts' SD pricing 2-14-14 w revision on 04-07-14.
2. Structural steel building with metal studs and drywall interior partitions. (in lieu of a masonry building)
3. Building SF reduced to 16,415SF; simplifying site work and eliminating retaining walls.
4. Eliminated office wing in lieu of locker & shower facilities and workout facility.
5. Contingencies carried in construction budget are 10% (including a 2% carried in contractor's budget) and 5% on overall project B.
6. Reduced Furniture budget to \$150,000.
7. Reduced Owner's Technology Budget: Fiber Network based on Contram quote; Voice/Data Cabling & Network Equipment.

4-14-14 Revisions:

1. Total SPLOST Budget = \$4,961,576
2. Corrected SCPM Fees to current, including CCO#1 previously approved.

POST SUMMARY MINUTES

4) Approved **RFB Pkg. #12-58 Widening and Reconstruction of Forest Park/Panola Road from East of Ellenwood Road to the Henry County Line, Commission District #1, Clayton County, Georgia, Change Order Request, First Amendment** (Construction Management Engineering Services, Inc., located in Lilburn, Georgia; \$7,200.00. Funding is available through the 2009 SPLOST Funds), as requested by the Transportation & 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. The motion carried 4-0.

5) Approved **RFB Pkg. #13-02 Widening and Overlay of Mt. Zion Boulevard/CR28 from Somerton Drive to Rex Road, Clayton County, Georgia, Clayton County Commission District #1, Request for Contract Extension, First Amendment** (Baldwin Paving Company, located in Marietta, Georgia – No cost to the County), as requested by the Transportation & 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. The motion carried 4-0.

6) Approved **RFP #13-28 SPLOST Architectural/Engineering Services for the Construction of Clayton County Multi-purpose Fire Building, Design Development Document Approval** (Wiley + Wilson, Inc., located in Atlanta, Georgia.) 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. The motion carried 4-0.

7) Approved **RFB Pkg. #13-50 Stockbridge Road Sidewalk, Clayton County, Georgia, Change Order Request, First Contract Amendment** (SD&C Inc., located in Clarkston, Georgia;

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

**DATE:** July 25, 2014  
**TO:** Board of Commissioners  
**FROM:** Ramona Thurman, Chief Financial Officer  
**SUBJECT:** Request for Budget Amendment - Fund 306 - 2004 Roads & Recreation SPLOST

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

**INCREASE REVENUE:**

Appropriations from SPLOST Fund Balance	306-4001-7000	\$ 828,425
---	---------------	------------

**INCREASE EXPENSES:**

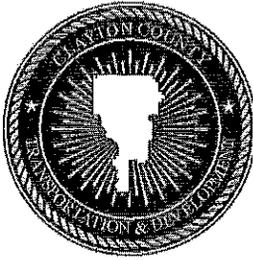
Mt. Zion Blvd. - Roads, Bridges & Imp.	306-4001-6050-26820-7Y040	\$ 300,550
Battle Creek Rd. -Roads, Bridges & Imp.	306-4001-6050-30600-7Y051	\$ 527,875
		\$ 828,425

**Reason:** To amend the budget for RFP #04-59 - Widening & Reconstruction of Mt. Zion Blvd. and Battle Creek Rd. for Kimley-Horn and Associates, Inc. change order approved by the BOC at the July 15, 2014 meeting.

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: July 15, 2014  
TO: Ramona Thurman, Chief Financial Officer, Finance  
FROM: Jeff Metarko, Director, Transportation & Development  
RE: 2004 SPLOST Program – Budget Request

---

Please amend the budget \$828,424.28 for the following. Funds are needed for a change order for Kimley-Horn and Associates, Inc. on Purchase Order #12-1825 (replaced PO #05-3183).

Mt. Zion Blvd.	\$300,549.68	306-4001-6050-26820-7Y040
Battle Creek Rd.	\$527,874.60	306-4001-6050-30600-7Y051

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

JCM/b

cc: Project File  
Lisa McCoy  
Sharon Stone; Finance

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

**DATE:** July 25, 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 6-30-15:

**INCREASE REVENUE:**

Appropriations from **SPLOST** Fund Balance      307-5125-7000      \$      43,686

**INCREASE EXPENSES:**

Buildings & Improvements      307-5125-6010-PR000-7Y140      \$      43,686

Reason: To amend the budget for additional renovations to the front entry gate and rear masonry wall at Clayton County International Park.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Shelby D. Haywood, Clerk of Commissioners



**Fw: Additional Renovations - Garland DBS**

Troy Hodges to: Sharon Stone

07/23/2014 04:26 PM

Cc: Detrick Stanford, Troy Stubbs

History: This message has been forwarded.

Sharon

We are going to need a 2009 SPLOST BA for \$43,685.94. This will be for the same type of work that is being completed by Garland at International Park. The account number for the original work is 307-5125-6010-PR000-7Y140 and I am assuming that you would like to place the funds in the same account.. Please advise if you need additional information.

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"

----- Forwarded by Troy Hodges/Parks and Rec/Clayton on 07/23/2014 03:13 PM -----

From: Troy Stubbs/Parks and Rec/Clayton  
To: Troy Hodges/Parks and Rec/Clayton@Clayton  
Cc: Detrick Stanford/Parks and Rec/Clayton@Clayton  
Date: 07/23/2014 08:52 AM  
Subject: Additional Renovations - Garland DBS

Hodges

Please find attached, scope of work for additional renovations (front entry gate & rear masonry wall) to be added to the current PO (Pavilion Renovations)- Garland DBS



Garland DBS COR #1 - Parks Entry Gate & Rear Masonry Wall R.1.pdf

Thank you,

Troy Stubbs, CPO, AFO  
Deputy Administrator  
International Park " The Beach"

Clayton County Parks & Recreation  
Office # 770-603-4000  
Fax # 770-477-1696  
Website: www.claytonparks.com

"We connect communities through people, parks and programs"



Garland/DBS, Inc.  
 3800 East 91<sup>st</sup> Street  
 Cleveland, OH 44105  
 Phone: (800) 762-8225  
 Fax: (216) 883-2055



**CHANGE ORDER REQUEST #1**

DATE: 07/22/2014

TO: Clayton County

PURCHASE ORDER: #14004555 00

PROJECT: Parks & Rec: Metal Roofs & Trim

DESCRIPTION: Parks Entry Gate & Rear Masonry Wall

**To Whom It May Concern:**

We are requesting a change in the Contract Sum as stated below due to the following changes to the work scope:

**Entry Gate Scope of Work:**

1. Prepare all metal surfaces by pressure washing and remove rust or flaking paint by scraping or wire brush. (Includes all currently green metal and white ceiling)
2. Prime all prepped metal surfaces with Rust Go Primer at ½ gallon per 100' square ft.
3. Coat all primed metal with a base coat of Rust-Go VOC Positive Red at ½ gallon per 100' square ft. Wait 3-5 hours for recoat.
4. Coat all metal with top coat of Rust-Go VOC Positive Red at ½ gallon per 100' square ft.
5. Prepare all masonry block by pressure washing.
6. Apply Tuff Coat to all masonry surfaces at 1 gallon per 125 sq ft. Wait 3-5 hours to recoat.
7. Apply 2nd coat of Tuff Coat at 1 gallon per 125 sq ft.

\*Contractor Deduct if lift is provided by client.....-\$2,500.00

Contractor Cost Entry Door & Maintenance Barn Roll-up Doors .....\$25,412.00

US Communities Required Contract Mark-Up (14%).....\$ 3,557.68

**Total Change Order Request #1.A.....\$28,969.68**

**Rear Masonry Wall at Beach Scope of Work:**

1. Prepare inner face of masonry block by pressure washing.
2. Apply Tuff Coat to inner face of masonry surfaces at 1 gallon per 125 sq ft. Wait 3-5 hours to recoat.
3. Apply 2nd coat of Tuff Coat at 1 gallon per 125 sq ft.

Contractor Cost Rear Masonry Wall at Beach.....\$12,909.00

US Communities Required Contract Mark-Up (14%).....\$ 1,807.26

**Total Change Order Request #1.B.....\$14,716.26**



since 1895

Garland/DBS, Inc.  
3800 East 91<sup>st</sup> Street  
Cleveland, OH 44105  
Phone: (800) 762-8225  
Fax: (216) 883-2055



Please indicate your approval by signing and returning one copy of this document to our office.

Sincerely,

*Benjamin Ryan*

Project Manager

Accepted By:

Title: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Dollar Amount/Parts Approved: \_\_\_\_\_

cc: file

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:** July 17, 2014  
**To:** Ramona Thurman, CFO  
**From:** Patrick Ejike, Director  
**Subject:** Request for Refund

Clayton Co. Acct. Pay.  
REC'D

JUL 24 2014

Please issue a check in the amount of \$78,452.42 made payable to:

**Name:** Cathay Pacific Airways Limited  
**DBA:** Cathay Pacific Airways Limited

**Address:** 500-550 West 6<sup>th</sup> Avenue

**City:** Vancouver      **State:** BC      **Zip:** V52-4S2

For the purpose of: Refunding back taxes paid by Cathay Pacific Airways. Federal law precludes the imposition of a gross receipts tax on this particular business class.

<b>Total Fee Paid:</b>	\$ 82,076.42
<b>Non-Refundable Fee Per Code:</b>	\$ 3,624.00
<b>Refund Due:</b>	\$ 78,452.42

This check should be charged to account # 101-3401-3100

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

Sincerely,

Handwritten signature of Patrick Ejike in black ink.

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.



Cathay Pacific Airways Ltd.  
4200 South Cargo Drive  
Building D, Suite 212  
Atlanta, GA 30354

P.O. Box 45808  
Atlanta, GA 30320

(404) 761-9393 Telephone  
(404) 761-9292 Fax

February 7, 2014

To all concerned,

The purpose of this letter is to formally request a refund for the money that Cathay Pacific Airways overpaid to the County of Clayton while trying to acquire our business license.

As you are aware, Cathay Pacific Airways made attempts last year to correct our failure to have an up to date business license since moving our office to Clayton County. We were initially advised by the county licensing office that not only did we have to pay for the previous years' license fees, but that we would also have to pay back taxes. We calculated that we owed back taxes and licensing fees totaling \$82,076.42, which Cathay Pacific Airways paid in Oct2013.

Within two weeks of this payment, the lawyers for the Atlanta Airport on behalf of the airlines being asked to pay these fees, began discussion with the county commissioner's office to have the back taxes waived. Shortly thereafter, it was decided that the airlines did not have to pay those back taxes in order to get the business license issued.

Last week, we spoke to the Licensing Dept Coordinator/Ms.Cable Brooks, and she calculated that the amount we were required to pay should have been \$2,025.00, which equates to 9 years of admin fees (\$75/yr = \$675) and rate per employee (\$150/employee/yr = \$1,350). Subtracted from the amount we paid in Oct2013, we overpaid by \$80,051.42.

I am therefore asking that Clayton County reimburse to Cathay Pacific Airways they full amount which we overpaid, a total of \$80,051.42. Please acknowledge receipt of this letter and advise the arrangements of how and when we can expect restitution.

Sincerely,

Mark Okada  
Cargo Manager - Southeast USA  
Cathay Pacific-ATL

*not accurate -  
all report*

*\$78,452.42*  
*STB refund*  
*after 2014 cal.*

31.60—	6	1.27	0.35
217.51			

(c)

The maximum occupation tax per business location will be \$15,000.00.

(d)

No business shall be required to pay more than one occupation tax for each of its locations.

(e)

No occupation tax will be required upon more than 100 percent of a business's gross receipts.

(f)

No occupation tax shall be required from real estate brokers, agents, or companies whose offices are located outside the county, except those who transact business inside the county.

(g)

No occupation tax shall be required on any practitioner whose office is maintained by, and who is employed in practice exclusively by, the United States, the State [of Georgia], a municipality or county of the state, or instrumentalities of the United States, the state or a municipality or county of the state.

(h)

No occupation tax, regulatory fee, or administrative fee shall be required on any state or local authority or nonprofit organization.

(i)

No occupation tax shall be levied in any other manner except as described in this article.

(j)

Out-of-state businesses with no location in the state shall be assessed occupation taxes based on the gross receipts of the business, as defined in O.C.G.A. § 14-13-7, which are reasonably attributed to sales or services in the state.

(k)

For purposes of this article, prima facie evidence of gross receipts generated during any period shall be a copy of the business's federal and/or income tax return or such other appropriate business record which is independently certified.

(l)

Federal law precludes the imposition of a gross receipts tax on a particular class of business, trade, occupation or profession, including but not limited to the airline industry, which business, trade or occupation is otherwise subject to taxation by Clayton County; such occupation tax is imposed based on the number of employees of the business, trade, occupation or profession.

*Ord. No. 95-4, § 162-16-17; 1-5-95; Ord. No. 96-09, § 1, 1-16-96; Ord. No. 2010-25, § 1, 12-14-10; Ord. No. 2014-6, § 1, 1-7-14.*

• **Sec. 22-48. - Occupation tax imposed on businesses with no state location or office.**

WILKIE



PATRICK EJIKE  
DIRECTOR

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

# Clayton County Community Development

## Interoffice Memorandum

**Date:** July 8, 2014  
**To:** Ramona Thurman, CFO  
**From:** Patrick Ejike, Director  
**Subject:** Request for Refund

Clayton Co. Acct. Pay.  
REC'D  
JUL 24 2014

Please issue a check in the amount of \$1,435.66 made payable to:

**Name:** Willy's Mexicana Grill, Inc.  
C/O Karl Bitter, Jr.  
**Address:** 6000 N. Terminal Pkwy. Concourse B  
**City:** College Park      **State:** Ga.      **Zip:** 30337

For the purpose of: Refunding Business License fees for the business located at 6000 N. Terminal Pkwy. Concourse B. After further review of the business location, it was determined that the business is located within the City of College Park's jurisdiction.

<b>Total Fee Paid:</b>	\$ 4,072.93
<b>Non-Refundable Fee Per Code:</b>	\$ 2,637.27
<b>Refund Due:</b>	\$ 1,435.66

This check should be charged to account # 101-3401-3100

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.



July 7, 2014

Cable D. Glenn-Brooks  
Clayton County Community Development  
121 S. McDonough St.  
Jonesboro, GA 30236

Ms. Brooks,

Thank you so much for speaking with me. Per our conversation, we would like to request a pro-rated fee for the City of College Park license. Although we should be licensed under College Park, legally, we did as we were instructed at the time and are in compliance. As you stated, final legal clarification on the matter did not come until March 2014, which is after we received our license from Clayton County. We would also like to request a refund from Clayton County for July 1 through the end of the year, so that as a company we are made whole (less admin fees.) As instructed, I have calculated sales for 2014 from Jan 1 through June 30<sup>th</sup> as \$1,809,265. Please let me know what that refund would be so we can decide on our next steps.

Again, thank you for your assistance. Please let me know if you need any additional information.

Thank You  
Kim Watts  
Controller  
404-252-6366 ext 113

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

August 5, 2014

A G E N D A

HUMAN RESOURCES SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE



# Clayton County Board of Commissioners Legislative Request Form

**RECEIVED**

JUL 24 2014

CLAYTON CO. COO

Agenda Meeting Date: July 30, 2014

## Purpose

To request the creation of an Animal Control Rescue Coordinator at Pay Grade 15, and an Animal Control Technician at Pay Grade 15, the elimination of the Animal Control Assistant Commander position at Pay Grade 20, and the creation of a new Police Sergeant position at Pay Grade 24.\* This will result in a budget increases but is absolutely necessary to achieve the County's goal of a low kill kennel. \* Chief Porter has agreed

## Rationale

*to hold this portion of his request until a later time. RB*

From the beginning of this Administration in 2010, we have increased the number of animals returned to owners or adopted out by 118% and reduced the number of animals euthanized by 66%. Even with this success, Animal Control had to euthanize 1,869 animals in 2013. We must step up our efforts! The requested personal will give us a paid full time rescue coordinator whose primary job will be to place abandoned dogs and cats with licensed rescue groups to avoid the consequence of having to euthanize these animals to prevent over crowding.

## Facts

The County has moved toward a Low Kill Kennel for Animal Control. For example, in 2012, Animal Control took in 6,053 animals. Of these, 4,162 were returned to owners or adopted out and 1,869 were euthanized. In 2011, Animal Control took in 6,080 animals. Of these, 3,240 were returned to owners or adopted out and 2,820 were euthanized. In 2011, Animal Control took in 6,430 animals. Of these, 1,707 were returned to owners or adopted out and 4,713 were euthanized. In 2010, Animal Control took in 7,507 animals. Of these, 1,905 were returned to owners or adopted out and 5,596 were euthanized.

The data clearly shows that we have reduced the number of animals killed by 33% since 2012 and a staggering reduction of 66% when compared to 2010 and adoptions and returns have increased by 118% since 2010! We are clearly moving in the right direction, but we must step up our efforts. We need to professionalize our rescue coordination efforts and use our own staff to perform euthanasia services under the supervision of a licensed veterinarian. The addition of the supervisor will improve overall functionality at the Kennel and Animal Control operations.

## Impact

This reorganization will require additional funding. The purpose here is to address immediate needs while moving toward a low kill kennel. Without this additional support we face the consequence of a full kennel with no room to respond to new bite calls, or complaints of stray animals. The need is clear and the need is immediate. These new positions are urgently required.

*funding not avail. in current yr. budget. Will require use of FB or reallocation of existing funding. RB 7/30/14*

Additional Cost of ~~\$55,881~~ \$35,023 *rb*

## Supporting Documentation

New Job Classifications for Animal Control Rescue Coordinator and Animal Control Technician.

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
 Chief Greg Porter		<i>rb</i>		
Date: <u>7/24/2014</u>	Date:	Date: <u>7/30/14</u>	Date:	Date:

# CLAYTON COUNTY, GEORGIA CLASSIFICATION SPECIFICATION

**CLASSIFICATION TITLE: ANIMAL CONTROL TECHNICIAN**

---

## **PURPOSE OF CLASSIFICATION**

The purpose of this classification is to assist the Animal Control Unit with euthanasia of dogs and cats pursuant to OCGA § 4-11-5.1. To assist the Animal Control Unit with providing humane care to animals housed at the Kennel to include administration of any medications authorized by a licensed Veterinarian, oversight of food stores, and general animal health.

## **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

Provide oversight for food stores, water, medical and other animal service supplies for impounded animals.

Administer medications to sick or injured animals as authorized by a licensed Veterinarian.

Provide humane euthanasia of dogs and cats under the supervision of a licensed Veterinarian and in full compliance with OCGA § 4-11-5.1.

Maintain records as required by law for the proper documentation of drugs stored or used at the Kennel.

Maintain strict security of all drugs stored at the Kennel.

Provide humane care for impounded animals consistent with Animal Control procedures and instructions from leadership.

Completes, reviews, and stores records pertaining to the animals found and disposition of said animals. Stores records using retention schedule and assists the public with open records requests; processes records and reports so that files are maintained in an orderly fashion and information can be retrieved and disseminated in an efficient manner.

Interacts with staff from other departments, animal rescue groups, humane society and the general public in person or by telephone in order to respond to inquiries, provide advice, exchange information, receive complaints, resolve problems, and efficiently accomplish goals and objectives.

## **ADDITIONAL FUNCTIONS**

Performs various administrative tasks, which may include but is not limited to: filing, preparing cards and collars, operating a variety of office equipment, and miscellaneous janitorial duties.

Assists when needed to provide for the care of animals in shelter; assists staff in tracing rabies tags to veterinarians and owners.

Performs other related duties as required.

## **MINIMUM QUALIFICATIONS**

High school diploma or GED with state licensing as a Veterinarian Technician preferred; four (4) years experience in animal control, health care or similar occupations; must have ability to handle sick or injured animals; must have the ability to provide humane euthanasia services for animals; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess a valid Georgia driver's license.

### **ADA COMPLIANCE**

**Physical Ability:** Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, traffic hazards, toxic agents, violence, disease, or pathogenic substances.

# CLAYTON COUNTY, GEORGIA CLASSIFICATION SPECIFICATION

**CLASSIFICATION TITLE: ANIMAL CONTROL RESCUE COORDINATOR**

---

## **PURPOSE OF CLASSIFICATION**

The purpose of this classification is to assist the Animal Control Unit with rescuing abandoned animals and other proactive strategies to improve the quality of life for our citizens and pets. To ensure a program of spay and neutering is fully implemented for all impounded animals pursuant to the County Code. To develop and implement long term solutions for responsible pet ownership in Clayton County.

## **ESSENTIAL FUNCTIONS**

**The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.**

Serves as liaison between the Animal Control Unit and licensed Pet Rescues to locate placement for abandoned animals.

Assists rescue groups with transportation efforts.

Coordinate rescue efforts with the Clayton County Humane Society.

Use available media to reach out to citizens who can provide a suitable home for abandoned animals.

Create and implement pro-active strategies for the adoption of abandoned animals.

Oversee the full implementation of spay and neutering of all impounded animals as required by the Code of Clayton County.

Assists Animal Control leadership in developing long term solutions for responsible pet ownership in Clayton County.

Completes, reviews, and stores records pertaining to the animals found and disposition of said animals. Stores records using retention schedule and assists the public with open records requests; processes records and reports so that files are maintained in an orderly fashion and information can be retrieved and disseminated in an efficient manner.

Makes speeches to civic groups and schools regarding pet/animal responsibility; performs workshops for civic groups.

Interacts with staff from other departments, animal rescue groups, humane society and the general public in person or by telephone in order to respond to inquiries, provide advice, exchange information, receive complaints, resolve problems, and efficiently accomplish goals and objectives.

## **ADDITIONAL FUNCTIONS**

Performs various administrative tasks, which may include but is not limited to: filing, preparing cards and collars, operating a variety of office equipment, and miscellaneous janitorial duties.

Assists when needed to provide for the care of animals in shelter; assists staff in tracing rabies tags to veterinarians and owners.

Performs other related duties as required.

## **MINIMUM QUALIFICATIONS**

High school diploma or GED with associate degree or equivalent college credit hours preferred; four (4) years experience in animal control, marketing, humane society, or similar occupations; must have ability to handle animals; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess a valid Georgia driver's license.

## **ADA COMPLIANCE**

**Physical Ability:** Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, traffic hazards, toxic agents, violence, disease, or pathogenic substances.



# Clayton County Board of Commissioners Legislative Request Form

**RECEIVED**

JUL 23 2014

**CLAYTON CO. COO**

Agenda Meeting Date: July 30, 2014

## Purpose

To request the Board of Commissioners approve a starting salary of \$64,524.73 (Range 29, Step 9) for the Police Aviation Mechanic.

## Rationale

This position has been vacant for a year. The advertised salary of Range 29, Step 1 is too low to attract a qualified mechanic in this market. Our study shows that starting pay for an experienced turbine helicopter mechanic in this area ranges from \$66,119.10 to \$72,400.00. To attract and retain a competent and qualified mechanic, we must offer comparable pay to be competitive in this market. We have recruited a suitable candidate; but we need to offer a starting salary of \$64,524.73 to finalize this opportunity.

## Facts

Our base salary is too low to attract an experienced turbine helicopter mechanic. This position has been vacant for a year. We have recruited a suitable candidate if we can meet the salary requirement of \$64,524.73.

## Impact

Without an in-house aviation mechanic, we are at the mercy of the market place to obtain required maintenance for our helicopters. This increases down time for the aircraft as well as overall cost to the County. Once we again have an in-house mechanic on board, maintenance will be timely performed in our own hanger saving both time and money.

Add'l cost of \$7,748 (sal/ben) - Funding not avail. in current year budget. Will require use of FB or reallocation of existing funds. JH

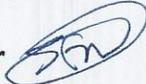
## Supporting Documentation

Salary survey documents.

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
 Chief Greg Porter				
Date: <u>7/22/14</u>	Date:	Date: <u>7/30/14</u>	Date:	Date:

SMK 7/14/14  
OK KHC  
7-21-14

*Gregory Porter, Chief of Police**Honor, Integrity, Transparency and Professionalism***Inter-Office Memo**

**DATE:** June 16, 2014  
**TO:** Major R. Tumlin, Logistical Support Commander  
**FROM:** Lieutenant S. Meeks, Aviation Unit Manager   
**SUBJECT:** Pay Rates for Atlanta area Helicopter Mechanics

Per your request, I contacted several local helicopter operators and maintenance shops to ask what they pay an experienced turbine helicopter mechanic in a position similar to our Aviation Mechanic position. These positions would be considered Lead or Chief Mechanic positions with similar duties and responsibilities.

Mr. T. Wagner with Helicopters, Incorporated told me they currently have an open position with similar duties, responsibilities and requirements to our position. They have not posted a starting salary because it is negotiable. He said expects the pay to fill this position will be around \$70,000.00 (copy attached).

I spoke with one mechanic currently in a position with similar duties and responsibilities. He agreed to share his pay if I kept his name confidential. He left a position last year in Atlanta making \$72,400.00. He currently works in Peachtree City making \$79,000.00

The most recent information I have for the Georgia State Patrol from 2012 for their Chief Mechanic position shows \$66,119.10 (copy attached).

Online information for the Middle Georgia State College flight school in Eastman, Georgia, shows their Director of Maintenance position pay is \$65,195.00.

A 2012 salary survey of Line Mechanics indicated that 51% of them made more than \$70,000.00 (copy attached). These positions typically would have lesser duties and responsibilities than our position. A salary survey for Chief or Lead Mechanics was not available.

I have attached copies of previous memos regarding pay scales of helicopter mechanic positions.

Please let me know if you have any questions about this information.



**Experienced Bell 206 B3, L4, & 407 Lead Mechanic - Atlanta**

ID# 000177

Helicopters, Inc  
Atlanta, GA 30341  
United States



<b>Category</b>	<a href="#">Mechanics/Technicians</a>	<a href="#">Apply for Job</a>
<b>Website</b>	<a href="http://www.heliinc.com">http://www.heliinc.com</a>	<a href="#">Refer a Friend</a>
<b>Experience Required</b>	Yes	<a href="#">Report this Listing</a>
<b>Employment Type</b>	Employee	<a href="#">Add To Favorites</a>
<b>Work Schedule</b>	Full-Time	<a href="#">Print Listing</a>
<b>Travel</b>	Some Travel	<a href="#">Visit Website</a>
<b>Minimum Certification Required</b>	Mechanic - A&P	
<b>Minimum Flight Hours Required</b>	0	

0

**Description**    [Contact Information](#)

**Job Description**

Helicopters, Inc is the leading provider of ENG helicopters in the United States of America. We operate in over 35 cities and our fleet consists of Bell Jetrangers, Longrangers, 407s, and American Eurocopter AS350s.

Job Location: Atlanta

Aircraft: Bell 206 B3, L4, & 407

Position Available: Full-time Rotocraft Mechanic

Please email resumes to [nfranklin@heliinc.com](mailto:nfranklin@heliinc.com)  
No phone calls please.

**Job Requirements**

- FAA A&P license
- Prefer 3+ years of Bell 206B, 206L, & 407 experience
- Factory approved or equivalent school on assigned aircraft preferred but not required
- Local Area Experience Desired

View Count 959

Job Code	Job Code Descr	Grade	Annual Salary
30711	TS: Mechanic (AL)	015	59,675.09
30711	TS: Mechanic (AL)	015	59,866.03
15102	TS: Mechanic (AL)	014	53,419.69
60048	PS: Business Operation Spec(SP)	017	66,119.10
15102	TS: Mechanic (AL)	014	47,237.01
15102	TS: Mechanic (AL)	014	33,280.00
15102	TS: Mechanic (AL)	014	42,222.50

[Home](#) [Employment](#) [Related Links](#) [Salary Surveys](#)

Salary Surveys : 2012 Line Helicopter Mechanic Salary

**DISCLAIMER**

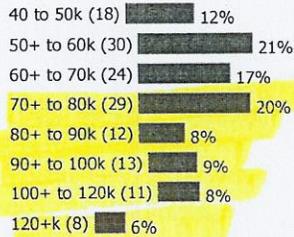
Information on this website may be Company or visitor contributed. There is no way to substantiate or guarantee that any of the information is accurate or true. There are no guarantees written, expressed or implied. **If you would like to share salary information with HelicopterSalaries.com please email us at admin@helicoptersalaries.com.**

**Sponsor**

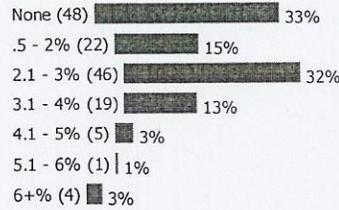


**2012 Line Helicopter Mechanic Salary**

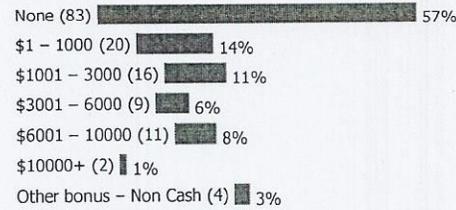
**1. PAY - As a full time LINE Helicopter Mechanic what was your 2012 gross annual wage in USD\$?**



**2. PAY - What type of pay raise did you receive in 2012?**



**3. PAY - What type of bonus in USD\$ did you receive in 2012?**



[View Survey](#)





# Clayton County Board of Commissioners Legislative Request Form

*Agenda Meeting Date: July 30, 2014*

### Purpose

Request approval to use Consolidated Admin Services (CAS) to administer COBRA. This will improve the efficiency of the COBRA administration and remove the liability from the County.

### Rationale

By utilizing an outside vendor, there will no longer be a duplication of work and liability associated with COBRA administration will be shifted to the vendor.

### Facts

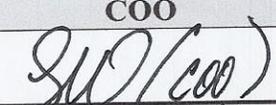
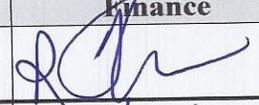
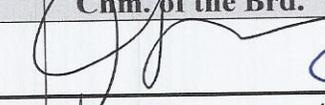
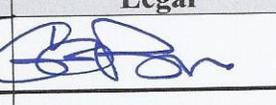
With open enrollment, the HR Benefits Division began using Alexander & Company's Infinity System as our open enrollment and benefits system. This system does not produce COBRA letters and notifications as required by federal law; therefore, HR has to input all benefit information in two systems (the Infinity System and the old system) to ensure the COBRA notifications are submitted timely. At the request of HR, Alexander & Company went to the market for proposals from companies that provide this service. Based on the proposals, HR recommends CAS which has the lowest fees.

### Impact

Based on the per occurrence fee structure, the approximate cost will be \$4,700/year. This will be paid from the medical fund; therefore, not impacting the general fund.

### Supporting Documentation

Proposal summary sheet.

Dept. Head	COO	Finance	Chm. of the Brd.	Legal
Renee Bright				
Date: July 23, 2014	Date: 7/28/14	Date: 7/28/14	Date: 7/29/14	Date: 7/28/2014



# Clayton County Board of Commissioners

## COBRA Administrative Services

July 10, 2014

Features/ Carriers	CAS	Medicom	TASC
<b>Notices</b>			
Initial Rights Notification	Included-sent with mail confirmation	Included-sent with Certificate of Mailing	Included-sent with mail confirmation
Qualifying Event Notices	Included-sent with mail confirmation	Included-sent with Certificate of Mailing	Included-sent with mail confirmation
Conversion Rights Notices	Included	Included	N/A
<b>Additional Features (Not all Encompassing)</b>			
Employer Reporting	Included	Included	Included
Qualifying Event Tracking	Included	Included	Included
Proof of Mailing	Included	Included	Included
Premium Collection	Included	Included	Included
Carrier Notification	Included	Upon Request	Upon Request
Premium Disbursement	Included	Included	Upon Request
<b>Fees</b>			
Implementation Fee	Waived	Waived	Waived
Annual Fee	Waived	Waived	Waived
<b>Pricing</b>			
Per Occurrence	\$10.00 Monthly/COBRA Election Notice (per OE); \$5.00/Month/Active COBRA participant; \$1.50 Monthly/New Hire Initial Notice	\$12.00 Monthly/COBRA Notification; \$6.00/Month/Active COBRA participant; \$3.00 Monthly/New Hire Initial Notice	N/A
Per Eligible Employees Per Month	\$0.50 PEPM	\$0.75 PEPM	\$0.80 PEPM
Minimum Monthly Billing	\$300.00	\$40.00	\$150.00

Please refer to insurance company proposals and/or policies for specific details. This illustration does not constitute a contract and was best compiled from the information submitted to Alexander & Company. If there are any inaccuracies between this information and the actual policy, the policy will govern. Please note that there may be compensation paid to Alexander & Company in the form of persistency bonuses and/or overrides, which are in addition to the plan commissions.