

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

March 1, 2016

A G E N D A

1. Call to order.
2. Invocation and Pledge of Allegiance to the flag.
3. Adoption of the agenda.
4. Approval of the February 16, 2016 Regular Business Meeting minutes.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak before the Board of Commissioners about various topics, issues, and concerns. Following thirty minutes of hearing from the public, the Board of Commissioners will allow the remainder of citizens who have signed up to be heard at the next Tuesday business meeting.
6. PROCLAMATION: “Clayton County Observes March 2016 as National Purchasing Month”. (Presented by Chairman Jeffrey E. Turner)
7. PROCLAMATION: “Clayton County Observes March 2016 as March For Meals Month”. (Presented by Chairman Jeffrey E. Turner)
8. PROCLAMATION: “Clayton County Recognizes Gerrian S. Hawes- The Heart of Our Community”. (Presented by Commissioner Shana M. Rooks)
9. Consider requests of Debra Brewer, Director of Central Services. (NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website. Citizens can access this website via the following website address: <http://library.municode.com/index.aspx?clientId=10562>.)

1) **Recommendation for Award: RFP #15-05 Radio Frequency Identification (RFID) and Automated Material Handling (AMH) System for the Clayton County Library System.** (3M Company dba Bibliotheca, LLC, located in Norcross, Georgia. Funding is available through SPLOST Library Improvement Project Funds). As requested by the Library System. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners’ approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater.

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2) **Recommendation for Award: RFQ #11505 Strategic Plan for the Clayton County Fire & Emergency Services Department.** (Center for Public Safety Excellence, Inc., located in Chantilly, Virginia. Funding is available through the Fire & Emergency Services Other Contract Service Fees Fund). As requested by the Department of Fire & Emergency Services. Pursuant to Section 2-136 (4) of the Clayton County Code of Ordinances, General Purchasing Methods; the written quote method is used for all purchases from \$500.00 to \$24,999.99. Buyers are required to solicit quotations and receive written responses from vendors. All reasonable efforts will be made to obtain three written quotations for each item solicited. Awards for written quotations are given strictly on a lowest quote.

3) **Recommendation for Renewal of Annual Contracts:**

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

1. **RFB #13-65 Construction Materials Testing/Inspections/Soil Borings – Annual Contract Renewal with NOVA Engineering and Environment, LLC**, located in Kennesaw, Georgia, with a renewal period from June 1, 2016 through May 31, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on May 6, 2014.

2. **RFB #13-76 Land Boundary and Topographical Surveys for Various Clayton County Projects – Annual Contract Renewal with Falcon Design Consultants, LLC**, located in Stockbridge, Georgia, with a renewal period from May 1, 2016 through April 30, 2017. There are no remaining renewals on this contract. The Board of

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Commissioners approved this award on April 1, 2014.

3. **RFB #14-24 Officiating Services for Clayton County Parks and Recreation Athletic Programs – Annual Contract Renewal with Peach State Umpires Association, LLC**, located in Jonesboro, Georgia, with a renewal period from June 1, 2016 through May 31, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on May 6, 2014.
  
- B. The following Annual Contracts are being recommended for renewal pursuant to Section 2-136: (2) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater. Per Section 2-136 (6) of the Clayton County Purchasing Ordinance, Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.
  1. **RFP #13-41 Telecommunication and Data Services – Annual Contract Renewal with AT&T Corp.**, located in Bedminster, New Jersey, with a renewal period from June 1, 2016 through May 31, 2017. There are two (2) remaining renewals on this contract. The Board of Commissioners approved this award on May 6, 2014.
  2. **RFP #14-07 Auditing Services for Clayton County, Georgia – Annual Contract Renewal with Mauldin & Jenkins, LLC**, located in Macon, Georgia, with a renewal period from June 1, 2016 through May 31, 2017. There is one (1) remaining renewal on this contract. The Board of Commissioners approved this award on April 15, 2014.
  
10. Consider a request of Ramona Bivins, Chief Financial Officer.

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1) Budget Amendment #4-69/2015 SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for land acquisition, design and construction of the County Information Technology Center, in the amount of \$6,864,745.

11. PUBLIC HEARING:

1. Regarding the intent of Clayton County to abandon approximately 2,379.95 sq. ft. (0.055 acres) of right-of-way formerly known as Clark Howell Highway.
2. Regarding the intent of Clayton County to abandon approximately 53,611 sq. ft. (1.231 acres) of right-of-way formerly known as Flat Shoals Road.
3. Regarding the intent of Clayton County to abandon approximately 69,935 sq. ft. (1.61 acres) of right-of-way formerly known as West Lee's Mill Road.

12. Resolution 2016-39 - A Resolution authorizing Clayton County Parks and Recreation to accept \$1,000 donation from Wal-Mart.

*Synopsis: Wal-Mart wishes to donate \$1,000 to the Clayton County Parks and Recreation Department. The funds will be used for program supplies and after school snacks in the recreation centers. No match of funds required.*

13. Resolution 2016-40 - A Resolution to amend the Clayton County PY2015 Annual Action Plan to allow for the recapture and reallocation of funding to establish a Special Economic Development Incentive Fund, which will be supported by funding from the Community Development Block Grant.

*Synopsis: This Resolution allows balances associated with projects that are inactive or complete to be reallocated to new or incomplete projects. Funding will be transferred from the Section 108 Loan Program to establish a Special Economic Development Incentive Fund to attract and retain jobs that are available to low income County residents.*

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14. Resolution 2016-41 - A Resolution to amend the Clayton County PY2014 Annual Action Plan to allow for the recapture and reallocation of funding awarded to the Home Investment Partnership Program to be transferred to the Clayton County Mortgage Assistance Program.

*Synopsis: This Resolution allows balances associated with projects that are inactive or complete to be reallocated to new or incomplete projects. Funding will be transferred from the allocation for the administration of the HOME Program to the Clayton County Mortgage Assistance Program to provide a resource for income-eligible homebuyers seeking to purchase a home in the County.*

15. Resolution 2016-42 - A Resolution authorizing Clayton County to enter into a Partnership Agreement with Lake Spivey Community, Inc. and Southern Regional Medical Center Foundation to host the “8<sup>th</sup> Annual Clayton County Parks and Recreation Lake Spivey Road Race” at Clayton County International Park, and to host the “2<sup>nd</sup> Annual Lake Spivey Community, Inc., Golf Tournament” at the Lake Spivey Golf Club, and to collaborate with the County agencies and representatives in support of the Kids Outdoors Initiative, the Georgia Children’s Outdoor Bill of Rights and the Southern Regional Medical Center Neonatal Intensive Care Unit.

*Synopsis: This Resolution allows the County to enter into a Partnership Agreement with Lake Spivey Community, Inc. and Southern Regional Medical Center Foundation to host on September 30, 2016 the “2<sup>nd</sup> Annual Lake Spivey Community, Inc., Golf Tournament” at the Lake Spivey Golf Club and to host on October 22, 2016 the “8<sup>th</sup> Annual Clayton County Parks and Recreation Lake Spivey Road Race” at the Clayton County International Park in support of the Kids Outdoors Initiative and the Southern Regional Medical Center Neonatal Intensive Care Unit.*

16. Resolution 2016-43 - A Resolution authorizing Clayton County to enter into an Agreement to Purchase Real Estate with the estate of Eugene R. Bonds, Jr., to purchase real property in connection with the 2009 Special One Percent Sales and Use Tax.

*Synopsis: This Resolution authorizes the County to enter into an Agreement to Purchase Real Estate to purchase property known as 153 Flint River Road, Jonesboro, GA for the SPLOST 2009 Recreation Center At Large project from the estate of Eugene R. Bonds, Jr.*

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17. Resolution 2016-44 - A Resolution to abandon approximately 53,611 sq. ft. (1.231 acres) of right-of-way formerly known as Flat Shoals Road; to authorize the conveyance of the abandoned right-of-way to the adjacent owner.

***Synopsis:** This Resolution authorizes the County to abandon acres of right-of-way formerly known as Flat Shoals Road; to authorize the conveyance of the abandoned right-of-way and for the Chairman to execute all documents related to perform all acts necessary to accomplish the intent of this Resolution.*

18. Resolution 2016-45 - A Resolution to abandon approximately 69,935 sq. ft. (1.61 acres) of right-of-way formerly known as West Lee's Mill Road; to authorize the conveyance of the abandoned right-of-way to the adjacent owner.

***Synopsis:** This Resolution authorizes the County to abandon acres of right-of-way formerly known as West Lee's Mill Road; to authorize the conveyance of the abandoned right-of-way and for the Chairman to execute all documents related to perform all acts necessary to accomplish the intent of this Resolution.*

19. Resolution 2016-46 - A Resolution to abandon approximately 2,379.95 sq. ft. (0.055 acres) of right-of-way formerly known as Clark Howell Highway; to authorize the conveyance of the abandoned right-of-way to the adjacent owner.

***Synopsis:** This Resolution authorizes the County to abandon acres of right-of-way formerly known as Clark Howell Highway; to authorize the conveyance of the abandoned right-of-way and for the Chairman to execute all documents related to perform all acts necessary to accomplish the intent of this Resolution.*

20. Ordinance 2016-47 - An Ordinance to amend the *Code of Clayton County, Georgia*, as amended, specifically Part II, Appendix A "Zoning", Article 1 "Basic Provisions", Section 1.5 "Defined Words" so as to insert the definition for the term "Building Frontage," so as to modify the definition and to insert an illustration for the term "Freestanding Sign," "Ground Sign," so as to modify the definition for the term "Sign, Awning," so as to insert the definition for the term "Sign, Internal," and so as to insert an illustration for the term "Sign, Mansard".

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

21. Ordinance 2016-48 - An Ordinance to amend the *Code of Clayton County, Georgia*, as amended, specifically Part II, Appendix A “Zoning”, Article 8 “Sign Regulations (SS)”; to amend the Code of Clayton County, Georgia, as amended, specifically Part II, Appendix A “Zoning”, Article 9 “Nonconforming Structures, Lots and Uses”, Section 9.6 “Nonconforming Signs”.

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

22. Accept a Street Light Petition Addition to Existing Street Light District Lake Forest Subdivision in District 3 – Commissioner Shana Rooks.
23. Appointment to the Department of Behavioral Health and Developmental Disabilities Region 3 Advisory Council to fill the expiring term of Dianna Williams. The term is three years expiring on April 2, 2019. (Full Board Appointment)
24. Appointment to the Department of Behavioral Health and Developmental Disabilities Region 3 Advisory Council to fill the expiring term of Brenda Roberts. The term is three years expiring on April 2, 2019. (Full Board Appointment)

**EXECUTIVE SESSION –**

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

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FINANCE SUPPORTING DOCUMENTATION

BEGINS ON THE NEXT PAGE

**CLAYTON COUNTY  
INTER - OFFICE MEMO**

**DATE:** February 24, 2016  
**TO:** Board of Commissioners  
**FROM:** Ramona Thurman Bivins, Chief Financial Officer  
**SUBJECT:** Request for Budget Amendment - Fund 308 - 2015 SPLOST

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

**INCREASE REVENUE:**

Appropriations From SPLOST Fund Balance      308-1301-7000      \$ 6,864,745

**INCREASE EXPENSES:**

Building & Improvements      308-1301-6010-8C002-7Y16A      \$ 6,864,745

**Reason:** To appropriate funds from fund balance to provide funding for land acquisition, design and construction of the County Information Technology Center.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Sandra Davis, Clerk of Commission