

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

April 19, 2016

POST SUMMARY MINUTES

PRESENT: Chairman Jeffrey E. Turner, Vice-Chairman Sonna Gregory, Commissioner Gail Hambrick, Commissioner Michael Edmondson, Commissioner Shana M. Rooks, and Clerk Sandra T. Davis.

1. Chairman Turner called the meeting to order.
2. Invocation was given by Pastor Anton L. Rowe of Greater Solid Rock Missionary Baptist Church of Riverdale, Georgia. The Pledge of Allegiance to the flag was led by Chairman Turner.
3. Amended the agenda by Removing Resolution 2016-75- A Resolution authorizing Clayton County to adopt and submit the Clayton County PY2016 Annual Action Plan to the U.S. Department of Housing and Urban Development to amend the Clayton County PY2011, PY2012, PY2013, PY2014 and PY2015 Annual Action Plans. Vote unanimous. Amended the agenda by Removing Resolution 2016-73- A Resolution authorizing Clayton County District Attorney's Office to apply forfeiture funds to salary supplements. Vote unanimous. Amended the agenda by Adding Resolution 2016-80- A Resolution adopting a Moratorium on the acceptance of all zoning related applications for review and consideration by the Clayton County Board of Commissioners, the Zoning Advisory Board, The Board of Zoning Appeals, and to the Clayton County Department of Community Development as they relate to existing or proposed properties within all zoning districts within Clayton County to be in effect from enactment through and including August 19, 2016, or earlier; to adopt an effective date of this resolution; and for other purposes. Vote unanimous. Amended the agenda by Removing Budget Amendment #2-35/Juvenile Supplemental Service Fund/FYE 6-30-16 - To increase the budget to provide additional funds for services and rental expenses needed for the youth for the remaining fiscal year 2016, in the amount of \$5,000. Vote unanimous. Amended the agenda by removing Central Services Item #5: Recommendation for Award: RFB #15-32 Medical Supplies for Clayton County Fire & Emergency Services Annual Contract. Vote unanimous. Motion by Commissioner Rooks, second by Commissioner Edmondson, to adopt the agenda as amended. Vote unanimous.
4. Approved the April 5, 2016 Regular Business Meeting minutes. Vote unanimous.
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.

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1. Dr. Henry Anderson of Hampton, Georgia stated three (3) years ago, he was one of the two appointees of Commissioner Rooks' Clayton County Comprehensive Plan Hearing Committee. The committee discussed Clayton County's strengths, opportunities, weaknesses and threats. The committee listed nineteen (19) threats to Clayton County which included negativity from the people who harm and destroy our community. He spoke of the littering of the businesses and lack of code enforcement for commercial businesses and residential properties. Also, he maintained that the school system is undisciplined with the unruliness of the students and rampant truancy. With regards to the run down and cluttered businesses in Clayton County, he referred to the video with proof documentation he sent to the board a month ago that has a trash pit with two overflowing yellow dumpsters currently for everyone to see that should be cited and closed down. In conclusion, he stated that once the board has passed the 2016-2017 budget, he will start his evaluation process on the board on their performance in tackling the concerns and issues that he brings forth as a concerned citizen of Clayton County.
2. Mr. Chuck Ware with Meals on Wheels, Clayton County resident, stated that this year's legislation passed five-hundred thousand dollars (\$500,000.00) for Meals on Wheels and that we are thankful and proud to live in Clayton County. He stated that out of all the counties in the state, Clayton County is one of the few that have no seniors on the waiting list. This year on May 6, 2016, we are selling flowers for the seniors and all the proceeds go to the Meals on Wheels Program. In conclusion, Mr. Ware stated that we are highly appreciative and take pride in Clayton County that has no seniors on the waiting list.

Chairman Turner thanked Mr. Ware and commented on how he does a lot of work on the Meals on Wheels board and applauds him on the work he is doing. Commissioner Rooks asked Mr. Ware that the forms that will be in the back of the room is for people to purchase flowers. Mr. Ware answered that yes, the flowers can be purchased and then picked up at the Forest Park Chick-fil-A. Commissioner Rooks asked do we pick them up and take them to the seniors. Mr. Ware answered that no, these flowers are for the people who purchase to give to their family and loved ones; it is a fundraiser.

3. Ms. Lillian Byrd of Jonesboro, Georgia stated that she has an ongoing complaint in Clayton County regarding a vacant lot at 2072 Jackson Crossing Court, Jonesboro, Georgia. She stated that the house she bought in Clayton County is located on a cul-de-sac and this vacant lot used to be one of the houses. The Code Enforcement Division has cleaned the lot and after two (2) years of lack of funds and personnel, the area could not be cleaned anymore. She then named staff members and Administrative personnel that she has spoken with over time to no avail. She mentioned her efforts in scheduling a meeting with Chief Operating

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Officer Detrick Stanford, but could only meet with his assistant Ms. Terrie Randolph. On yesterday, she asked for an appointment with Commissioner Michael Edmondson, but could only speak with his aide Susan Butler. After explaining the situation to Ms. Butler, she was told by Ms. Butler that she would handle it. However, the lot has been allowed to continue to accumulate a lot of growth and bushes. In conclusion, Ms. Byrd stated that she can only say as a United States Marine Corps Veteran, citizen, and taxpayer, that she is truly disappointed.

Chairman Turner thanked Ms. Byrd and recognized Chief Operating Officer Detrick Stanford who was seated in the audience and suggested that she meet with him before she leaves today.

6. PRESENTATION: “The 2016 District One GEO Scholarship Awardee Presentations (Marcus Lovelace, Morrow High School and Terria Patrick, Morrow High School)”. (Presented by Vice Chairman Sonna Gregory)

Vice Chairman Gregory stated that each year each Commissioner awards scholarships to deserving students who live in our district and this year she is very honored to award Terria Patrick. She congratulated Ms. Patrick on her upcoming graduation from Morrow High School. She stated she is proud of Ms. Patrick for achieving this accomplishment and even more proud of the excellence she has displayed in the process. Ms. Patrick has balanced the heavy schedule of sports, academics, and community service. Vice Chairman Gregory stated it is her great honor to recognize Ms. Patrick’s great high school achievements. To Ms. Patrick’s family, friends, and the Clayton County community, especially District One (1) residents where she was known in the park as “Lil T”, she presents graduating senior, Terria Nicole Patrick. Vice Chairman Gregory stated that over the years, Ms. Patrick has learned bountiful life lessons; she has learned that to accomplish a goal one has to work hard and have great aspirations. Always remember to have strength, determination, and never give up. At a young age, Ms. Patrick decided to follow in her older sister’s footsteps and play softball. Over the years with hard work and dedication, she has become a star athlete and earned numerous awards. In addition to being a student athlete, Ms. Patrick became CPR certified, earned college credits for Mason University, volunteered and earned over one-thousand (1,000) community service hours. She served as historian of COSA (Community Outreach Student Alliance) and attended three (3) leadership camps: Clayton State AmeriCorps, Emory University’s National Youth Leadership Program, and Clayton County’s Teen Program. We wish Ms. Patrick the best in her continued success as she begins her collegiate studies. Vice Chairman Gregory stated that in recognition of her outstanding achievements, she is honored to award Ms. Terria Nicole Patrick with the 2016 District One GEO Scholarship for one-thousand dollars (\$1,000).

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For the next awardee, Vice Chairman Gregory congratulated Marcus Lovelace on his upcoming graduation from Morrow High School. Vice Chairman Gregory stated that Mr. Lovelace's determination, hard work, and skills are about to be rewarded on May 24, 2016 when he receives his high school diploma. She stated she is honored to recognize his high school achievements. To the Clayton County community especially friends and neighbors in District One (1) who have watched Marcus grow from a skinny little kid to the towering man today she presents graduating senior, Marcus Roberto Lovelace. Marcus is an A/B Honor Roll student and he tutors his peers in calculus. He has been active in Boy Scouts since the first (1st) grade. His dedication and years of scouting were rewarded on November 2, 2015, when he earned scouting's highest badge, rank, and honor as an Eagle Scout. Mr. Lovelace is also active in the following school activities: Saxophone Section Leader in the Mighty Mustang Marching Band, Varsity Basketball player and also participates in Track and Field. He is a member of DECA (Distributive Education Clubs of America), a member of SADD (Students Against Destructive Decisions), and is a participant in the Inaugural Mentoring Class of the Pi Gamma Lambda Chapter of Alpha Phi Alpha Fraternity, Incorporated. In addition to Marcus' academic achievements, he has provided several hours of community service to the Clayton County community, including assisting elected officials with events, public local law enforcement with awareness projects, and entertaining children at Christmas parties sponsored by the Caring Touch Foundation. Vice Chairman Gregory stated that she wishes Mr. Lovelace success as he begins his academic career and in recognition of his outstanding achievements, she is honored to award Mr. Marcus Roberto Lovelace with the 2016 District One GEO Scholarship for one-thousand dollars (\$1,000).

7. INTRODUCTION: The Clayton County Youth Commission. The members include: Geno Johnson, Alyssa Craig, Aaliyah Buckholts, Christian Williams, Jose Scott, Jr., Demarion Moses, and Denise Ann Shields; The advisors include: Charles Brooks and Kathy Hood.

Vice Chairman Gregory introduced The Clayton County Youth Commission and stated that she and Chief Operating Officer Detrick Stanford have been working on this project for about four (4) years and wanted to introduce the youth to policy making and local government. The energy and concern that the youth presented at their first (1st) meeting was amazing. One of the biggest things that came out of it is that the group believes in Clayton County and most of them express their interests in once they go to college, they will come back and continue to make the county better. We are excited about this youth commission and what they have planned. Vice Chairman Gregory thanked The Clayton County Youth Commission Advisors Charles Brooks and Kathy Hood for stepping forward and being the advisors to this group and she also thanked Chief Operating Officer Detrick Stanford.

8. 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>.)

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At this time, Chairman Turner stated that he would like to commend Chief Financial Officer Ramona Bivins and her staff, the Finance Department for once again being awarded the Government Financial Officers Association Meritorious Budget Award for excellence and financial reporting and stated they are doing a great job.

Chairman Turner stated that with a little bit of sadness he has to report that this is the last meeting we will have with Chief Staff Attorney Christie Barnes; she is moving on but she has served us well. He thanked Ms. Barnes for her service to the board and to the citizens.

- 1) Approved the **Recommendation for purchase for Software/Maintenance utilizing General Services Administration Contract #GS-35F-0119Y (GSA 2016-10 Annual Contract)**. (\$104,444.10 / Accela, located in Reston, Virginia. Funding is available through the FYE 2015 County Enterprise Software System Project). As requested by the Department of Information Technology. Pursuant to Section 2-114 of the Clayton County Code of Ordinances, Cooperative Purchasing Methods; the County may join with other governmental units in cooperative purchasing plans when the best interest of the county would be served thereby. The Clayton County Board of Commissioners makes the final award for cooperative purchases of \$35,000.00 and greater. Vote unanimous.

- 2) Approved the **Recommendation for purchase for Software/Maintenance utilizing General Services Administration Contract #GS-35F-0610V (GSA 2016-09)**. (\$47,367.15 / iDashboards, located in Troy, Michigan. Funding is available through the FYE 2015 SPLOST Purchase Comprehensive Justice Management and Information System Project). As requested by the Department of Information Technology. Pursuant to Section 2-114 of the Clayton County Code of Ordinances, Cooperative Purchasing Methods; the County may join with other governmental units in cooperative purchasing plans when the best interest of the county would be served thereby. The Clayton County Board of Commissioners makes the final award for cooperative purchases of \$35,000.00 and greater. Vote unanimous.

- 3) Approved the **Recommendation for purchase for Model CB34B Asphalt Roller utilizing State Wide Contract, Tractors and Mowers #99999-001-SPD-0000102-0025 (SWC 2016-12 – Annual Contract)**. (\$64,153.00 / Yancey Brothers Company, located in Atlanta, Georgia. Funding is available through the FYE 2009 SPLOST Program, 307-4001-6040-10000-7Y150). As requested by the Department of Transportation and Development. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order

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goods and services directly from the awarded suppliers through the use of an annual contract document. Vote unanimous.

4) Approved the **Recommendation for First Contract Amendment: SS #2015-23 Stars Professional Claims Management Software for Risk Management.** (\$10,249.00 / Marsh ClearSight, LLC, located in Chicago, Illinois. Add two (2) additional software licenses and additional storage space. Funding is available through Risk Management Other Contract Services Funds). As requested by the Department of Central Services. Vote unanimous.

5) Approved the **Recommendation for Award: RFP #16-03 Family Violence Intervention Program for Clayton County, Georgia – Annual Contract (District Attorney’s Office).** (Clayton Center Community Service Board, located in Jonesboro, Georgia. Fees are paid by the program participants, with no cost to the County). As requested by the District Attorney’s Office. 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. Vote unanimous.

6) Approved the **Recommendation for Award: RFB #16-13 Servicing of Fire Extinguishers and Vent Hood Suppression Systems for Clayton County, Georgia – Annual Contract.** (Alliance Fire Protection Services, Inc., located in Loganville, Georgia. Funding is available through Building Maintenance Other Contract Services Funds). As requested by the Department of Building Maintenance. Pursuant to Section 2-136 (1) of the Clayton County Code of Ordinances, General Purchasing Methods; 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. Vote unanimous.

7) Approved the **Recommendation for Award: RFQ #11533 Fireworks Display for the Clayton County Parks and Recreation Department Holiday Events.** (\$21,375.00 / Atlanta Pyrotechnics International, Inc., located in Marietta, Georgia. Funding is available through the

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Parks and Recreation Other Contract Services Fees). As requested by the Department of Parks and Recreation. 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. Vote unanimous.

- 8) Approved the **Request for a Sole Source Award: SS #2016-14 for the Completion and Closeout of the Clayton County Public Safety 700 MHz Project 25 Radio Communications System (Information Technology)**. (Motorola Solutions, Inc., located in Schaumburg, Illinois. There is no financial component or impact on the project budget). As requested by the Department of Information Technology. Pursuant to Section 2-136 (7) of the Clayton County Code of Ordinances, General Purchasing Methods; Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The Purchasing Agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners. Vote unanimous.
9. Consider requests of Ramona Bivins, Chief Financial Officer.
- 1) Approved Budget Amendment #4-94/2015 SPLOST/FYE 6-30-16 - To provide funding for Dashboard Software for the Comprehensive Justice Management and Information System, in the amount of \$47,368. Vote unanimous.
 - 2) Approved Budget Amendment #4-92/2009 SPLOST/FYE 6-30-16 - To appropriate funds from fund balance to provide funding for County Record Center Building project design and construction, in the amount of \$1,285,293. Vote unanimous.
10. Consider a request of Tamara Duggans, Human Resources Manager.
- 1) Approved the Reorganization Request from the Tax Assessors Department to address retention and retirement issues. Vote unanimous:

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- ~ Reclassify: Deputy Chief Appraiser (grade 30) to grade 32; Appraiser Senior (grade 22) to grade 25; Commercial Appraiser III (grade 20) to grade 22; Appraiser IV (grade 22) to grade 24
- ~ Delete: Commercial Property Manager (grade 25); Personal Property Manager (grade 25); Residential Property Manager (grade 25); Appraiser Technician (grade 12)
- ~ Create: Three (3) Appraisal Manager (grade 27); Lead Appraiser Technician (grade 13)

The net result is a \$2,896 savings to the County.

11. Approved Resolution 2016-74 - A Resolution authorizing Clayton County to accept a condemned vehicle to be assigned to the Clayton County Sheriff's Office fleet. Vote unanimous.

Synopsis: This Resolution allows the Clayton County Board of Commissioners to authorize the Clayton County Sheriff's Office to accept a vehicle, seized by the Sheriff's Vice Unit during a drug investigation in accordance with applicable County Ordinances.

12. Approved Resolution 2016-76 - A Resolution authorizing Clayton County to enter into a grant agreement with the Department of Homeland Security, Metro Atlanta Urban Area Security Initiative (UASI) to receive money and equipment for the Police and Fire Departments to enhance homeland security. Vote unanimous.

Synopsis: The Clayton County Police and Fire Departments applied for and were awarded an Urban Area Security Initiative grant to receive training and equipment in the amount of \$211,400.10; with \$165,416.40 to the Police Department and \$45,983.70 for the Fire Department (Citizen Corp); Per the grant agreement, Clayton County will receive training and equipment pursuant to the letter of intent dated March 8, 2016, with no matching County funds required.

13. Approved Resolution 2016-77 - A Resolution to provide for the designation of a Dog Control Officer who will exercise the powers assigned under provision of the Responsible Dog Ownership Law. Vote unanimous.

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Synopsis: *This Resolution will give approval of Police Chief Michel Register's recommendation of Captain Anthony Thuman's appointment as the dog control officer for Clayton County, Georgia.*

14. Approved Resolution 2016-78 - A Resolution of the Clayton County Board of Commissioners authorizing Sunday advance voting. Vote unanimous.

Synopsis: *The Clayton County Board of Elections and Registration has recommended that the County provide advance voting for the May General Primary on Sunday, May 15, 2016, and for the November General Election on Sunday, October 30, 2016.*

15. Approved Ordinance No. 2016-79 - An Ordinance to amend the *Code of Clayton County, Georgia*, as amended, specifically, Appendix A "Zoning", Article 3 "Zoning District Intent, Uses and Standards", Section 3.33 "Land Use Matrix" so as to correct a clerical error in the Commercial Uses section by removing "Mini-Warehouse and Storage Buildings" from the list of permitted uses in Regional Mixed Use zoned districts; to repeal conflicting laws, ordinances, and resolutions and to provide for severability; to provide for an effective date of this ordinance; and for other purposes. Vote unanimous.

Synopsis: *The Ordinance will amend Appendix A "Zoning", Article 3 "Zoning District Intent, Uses and Standards", Section 3.33 "Land Use Matrix".*

16. Approved Resolution 2016-80 - A Resolution adopting a Moratorium on the acceptance of all zoning related applications for review and consideration by the Clayton County Board of Commissioners, the Zoning Advisory Board, The Board of Zoning Appeals, and to the Clayton County Department of Community Development as they relate to existing or proposed properties within all zoning districts within Clayton County to be in effect from enactment through and including August 19, 2016, or earlier; to adopt an effective date of this resolution; and for other purposes. Vote unanimous.

Synopsis: *The County deems it necessary to adopt a Moratorium on all zoning related applications to the Board of Commissioners, the Zoning Advisory Board, the board of zoning Appeals, and to the Clayton County Department of Community Development for the purposes of allowing time to finalize the drafted zoning language to clear existing zoning agendas and to prepare County staff for the administration of the new zoning ordinances.*

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Vice Chairman Gregory asked that with Resolution 2016-80 and then the hearing of the petition afterwards- do we say the effective date or not. Chief Staff Attorney Christie Barnes answered that it would be from the date of adoption by the board but anything that is already in the pipeline- such as tonight's Zoning Application- it would remain and stay in the pipeline.

Chief Staff Attorney Christie Barnes requested an executive session for real estate, litigation and personnel.

Commissioner Edmondson stated that this being Ms. Barnes last meeting as our Chief Staff Attorney, we will need an interim. Chairman Turner stated that the direction we need to go in is included in the personnel issue that was requested to be discussed during the executive session.

Community Development Director Patrick Ejike requested clarification with regards to the moratorium in the case where the zoning petitions have already been advertised. Chief Staff Attorney Barnes said that she would consider that as being in the pipeline. Vice-Chairman Gregory asked about the variance requests and if that would be affected, at which time, Chief Staff Attorney Christie Barnes responded that ultimately; yes it will, but if somebody already started the application, then it would continue through the process.

17. Consensus approval to move forward with the request of Senior Services to give authorization for Clayton County to submit a grant application to the Department of Family and Children Services (Promoting Safe and Stable Families PSSF) on behalf of Clayton County Senior Services, to provide funding for parenting education.

Synopsis: This request would provide Parent Education, Support Group, Information and Referral Services, Afterschool Enrichment, Individual Tutoring, Behavior Management, Emergency Aid, Advocacy and Health Nutrition and Wellness Education.

Director of Senior Services Tori Strawter-Tanks stated that this grant that we apply for every year to provide for services that are listed on the document which include afterschool behavioral management, individual tutoring, emergency aid, and health and wellness plan for grandparents and their grandchildren. She stated that each year, the deadline for this grant gets tighter and tighter which is why she brought it forward as she did; it is due to the state by May 3, 2016 and we were just given approval to apply for the grant on April 4, 2016. In order to be able to be eligible for the grant, we have to have all the documents submitted back to the state by May 3, 2016.

Chairman Turner asked Ms. Strawter-Tanks is she looking for consensus to move forward with the grant and apply for it. Ms. Strawter-Tanks confirmed that she is and consensus to move forward was approved.

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18. Consensus approval for the request of the Fire and EMS Department to solicit donations for the purpose of hosting a Public Safety Ball to be held in November 2016 for the Sheriff's Department, Police Department and Fire Department.

Fire Chief/EMA Director Landry Merkison stated that this is actually a joint request on behalf of the twelve-hundred (1,200) public safety officers and first responders that have served this county and essentially what we are asking for is consensus of the board for a committee made up of those organizations to solicit corporate sponsorships for the purpose of hosting a public safety ball which is right now scheduled to be held the first (1st) or second (2nd) week of November. This event is being held to continue to build comradery between and boost the morale of our public safety officers and first responders in the county.

Commissioner Rooks asked Chief Merkison how the solicitations are being handled. Chief Merkison answered that currently we have reached out to some of the major corporate sponsors; such as, Georgia Power and a couple of other big ones, and we are also working with the Hartsfield-Jackson Rotary Club which all the local hotels are a part of. What we are trying to do is pair a corporate sponsor with somebody who can provide a service so that money is not actually coming to the county-it is just a corporate sponsor saying they will take care of the venue, the catering or another part. We are really creating partnerships between corporate sponsors and communities that have services.

Chairman Turner asked Chief Merkison are they looking for in-kind donations as opposed to monetary donations. Chief Merkison answered yes, exactly. Chairman Turner asked is there a need to maintain any funds that are collected; Commissioner Rooks asked is there a need for a 501-C3 (A portion of the US Internal Revenue Code that allows for federal tax exemption of nonprofit organizations). Chief Merkison answered them both with no, there is no need.

19. Dies due to the lack of a second for the Recommendation from the Civil Service Board of Ms. Pamela Ambles for the Human Resources Director position.

Chief Operating Officer Detrick Stanford stated that a Special Called Meeting of the Clayton County Civil Service Board was held on February 14, 2016 and all members were present. There were 4 candidates in consideration during the executive session for the Human Resources Director position. The board also invited him as the COO to join the interviews. All four (4) candidates were interviewed separately and at the conclusion of the interviews, we each rated the candidates separately and writing on a score sheet using one (1) as the lowest score and five (5) as the highest score. The ratings were done in writing and the results were tallied up for each candidate. The board then returned to its open session and voted unanimously to recommend Ms. Pamela Ambles with the highest scores for the Human Resources Director position.

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Commissioner Rooks asked was this provided to us before the board meeting. Mr. Stanford stated that yes, the candidates were provided. Commissioner Rooks asked when they were provided. Mr. Stanford answered that they were sent Friday via email.

20. Announcement of the finalists to be interviewed for the Parks & Recreation Director position at the May 3, 2016 Board of Commissioners meeting. Copies of the application documentation for the top three finalists will be immediately available for public review in the Human Resources Department, located at 120 Smith Street, Jonesboro, Georgia 30236.

Mr. Stanford stated there were seven (7) candidates selected for interviews. One candidate declined the interview and another candidate withdrew from the process the day before the interview with no specific reasons given. Therefore, five (5) candidates participated in the interview process. The interview panelists include Ms. Pamela Ambles- Human Resources Officer, Ms. Tori Strawter-Tanks- Director of Senior Services, and Mr. Eddy Cannon- Director of the Cobb County Parks and Recreation Department. The outcome of the interview process resulted in three (3) candidates being selected to move forward in the process. The top three (3) candidates are: Ms. Yetoi Horne, Mr. Troy Hodges, and Mr. Ramondo Davidson. Human Resources developed a process to outline the candidates' strategic job knowledge, interpersonal leadership skills, verbal communication and presentation. The Open Records Act requires that at least fourteen (14) calendar days prior to the meeting at which the board votes to appoint a director position, that all documentation related to the top three (3) candidates be subject to public inspection and copying. If the board plans to interview the candidates or discuss the candidates in executive session, as the board plans on interviewing the candidates for this position, on May 3, 2016 and potentially vote to appoint a director. This announcement will serve as a public notice of documentation related to those candidates. The documents are available for public inspection in the Human Resources Department located at 120 Smith Street, Jonesboro, Georgia 30236.

21. Approved the Appointment of Raymond Baggarly to the Board of Appeals (Zoning) to fill the unexpired term of Joe Hamilton (*resigned*). The term is three years expiring on December 31, 2018. (Full Board Appointment). [Commissioner Edmondson's recommendation]. Vote unanimous.
22. Held Appointment to the Tourism Authority to fill the expiring term of Tom Maples. The term is four years expiring on April 30, 2020. (Full Board Appointment) (*Held from April 5, 2016 Meeting*)

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23. Denied ZONING PETITION: **PHYLLIS RENAE SWINT/ CUP-16 /01-22** (*Deferred from March 15, 2016 Meeting*). Vote unanimous.

The Applicant, *Phyllis Renae Swint*, is requesting a conditional use permit (CUP) from Article 3.11 Multiple Family Residential District (RM) to allow for a food/baking business. The subject property is located at **6121 Camden Forrest Cove, Riverdale, GA 30296** and otherwise known as parcel number 13-122A-B084. The subject property contains approximately 0.1009 acres of land and it is currently zoned Multiple Family Residential (RM).

Commissioner District 2 – Gail Hambrick

The Zoning Advisory Group Recommended APPROVAL

Phyllis Renae Swint stated to Commissioner Hambrick that from the last meeting there was a concern to the Commissioner's Office that the members of the neighborhood did not want a business in the neighborhood. She stated that since then, she has not had a chance to meet with them face to face but from the Zoning Advisory Board, she was given twenty-five (25) addresses.

Clayton County Attorney Mr. John Hancock advised that only a decision needed to be made at the time. Chairman Turner directed the attention to Commissioner Hambrick. Commissioner Hambrick stated that the decision is still for denial.

At the conclusion of the agenda, Chairman Turner said that he would like for everyone to stand and offer a moment of silence for Councilman Wallace Norrington who passed away earlier this week. He was a good family friend and a good friend of our community. A moment of silence was observed.

Motion made by Commissioner Edmondson, second by Commissioner Rooks, to go into Executive Session to discuss real estate, litigation, and personnel at 8:00 p.m. Vote unanimous.

Motion made by Commissioner Edmondson, second by Chairman Turner, to go out of Executive Session at 9:03 p.m. Vote unanimous.

Motion made by Commissioner Rooks, second by Commissioner Edmondson, to reconvene the Regular Business Meeting at 9:05 p.m. Vote unanimous.

Attorney Jack Hancock presented two (2) items before the Board for their consideration:

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Approved the first item, which is the case regarding an automobile accident. We mediated that case on April 6, 2016 and arrived at an agreement that he is recommending to the board and is provided as follows: Mrs. Leonard had nineteen-thousand eight-hundred dollars (\$19,800.00) of specials from an accident liability on the vehicle collision that occurred and she is agreeing to accept thirty-two thousand five-hundred dollars (\$32,500.00) to settle her claim. Mr. Leonard had eleven-thousand five-hundred dollars (\$11,500) in specials and he has agreed to accept twenty-thousand dollars (\$20,000.00) to settle that claim. Vote unanimous.

Approved the second item, which is the case of Linda Price King against Clayton County. This is an employment matter where Ms. King was offered twenty-thousand dollars (\$20,000.00) to resolve her case, and she has accepted that. We recommend that the board authorizes us to finalize all three (3) for approval. Vote unanimous.

Chairman Turner called for a motion to appoint a Legal Department Interim Director.

Approved Appointment of Attorney Jack Hancock as the Interim Chief Staff Attorney. Vote unanimous.

There being no further business to discuss, motion by Commissioner Edmondson, second by Commissioner Rooks, to adjourn the Regular Business Meeting of April 19, 2016 at 9:07 p.m. Vote unanimous.