

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

July 19, 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 July 5, 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. PRESENTATION: “Introduction to TEAMS (Total Enterprise Activity Management System) a comprehensive database to track and monitor the progress of SPLOST Projects”. (Presented by Mr. Gregory Dixon, SPLOST Program Manager / Moreland Altobelli Associates, Inc.)
7. Consider requests of Carol Rogers, Interim 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) **Cancellation of Contract for Convenience of County: RFB #14-48 Clayton County Tree Services as requested by the Interim Director of Parks and Recreation.** (Computerbuzz Inc., located in Atlanta, Georgia). As requested by the Department of Parks and Recreation.
 - 2) **Recommendation for the Design and Build of the Flat Shoals Park Concession Building utilizing a Georgia Statewide Contract: SWC# 90818-01 (SWC 2016-25).** (\$470,000.00 / Centennial Contractors Enterprises Inc., located in Atlanta, Georgia. Funding is available through the FYE 2009 SPLOST and HUD CDBG Grant). As requested by the SPLOST PM. 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

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county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

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

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

A. **RFB #14-04 Clayton County, Georgia for the Department of Transportation & Development Landfill Earthen Material Services – Annual Contract Renewal with: Stephens Industries, LP**, located in College Park, Georgia. The renewal period is from August 25, 2016 through August 24, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on July 15, 2014.

B. **RFB #14-06 Tools and Hardware Supplies for Clayton County – Annual Contract Renewal (Multi-Award) with: (1) Swint's Feed and Garden Supply, Inc.**, located in Jonesboro, Georgia with a renewal period from August 1, 2016 through July 31, 2017 and **(2) W.W. Grainger, Inc.**, located in Alpharetta, Georgia. The renewal period is from August 1, 2016 through July 31, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on July 15, 2014.

C. **RFB #14-36 Liquid Asphalt Supply Services for Clayton County for the Department of Transportation & Development - Annual Contract Renewal (Multiple Award) with: (1) Blacklidge Emulsions, Inc.**, located in College Park, Georgia with a renewal period from September 22, 2016 through September 21, 2017; and **(2) Ergon Asphalt & Emulsion, Inc.**, located in Pelzer, South Carolina with a renewal period from September 1, 2016 through August 31, 2017. There is one (1) remaining renewal on this contract. The Board

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of Commissioners approved this award on August 5, 2014.

D. 2014-Y Electronic Monitoring Services and Equipment for the Clayton County Juvenile Court – Annual Contract Renewal with B. I. Incorporated, located in Boulder, Colorado. The renewal period is from August 5, 2016 through August 4, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on July 15, 2014.

4) **Recommendation for Extension of Contract, Second Amendment: RFB #13-09 Public Safety Uniforms.** (30 day extension / T&T Uniforms South, Inc., located in Jonesboro, Georgia). As requested by the Fire & Emergency Services Department, Sheriff Department and Police Department. Pursuant to Section 2-136 (1) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. 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. 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 goods and services directly from the awarded suppliers through the use of an annual contract document.

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

1) Budget Amendment #4-1/2009 SPLOST/FYE 6-30-17 - To appropriate funds from fund balance to provide additional funding for improvements at Bonanza Mini Park, in the amount of \$6,500.

2) Budget Amendment #4-3/2004 SPLOST/FYE 6-30-17 - To appropriate funds from fund balance to provide additional funding for the District 4 Recreation Center, in the amount of \$1,721,000.

3) Request for Refund to Sherina Kimbro for fees paid for the purpose of a business license, in the amount of \$50.

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- 4) Request for Refund to Amin Punjani for fees paid due to the denial of an alcohol license, in the amount of \$2,000.
- 5) Request for Refund to MPTC, LLC for fees paid due to the denial of a business license, in the amount of \$1,800.
9. Resolution 2016-143 - A Resolution authorizing Clayton County to accept forfeited real property pursuant to O.C.G.A. 16-13-49 and Superior Court Order 2016-CV-04127-9 for County use without restriction.

Synopsis: This Resolution will allow the County to accept real property known as 7356 Merlin Way, Riverdale, Georgia for use without restriction by Clayton County Superior Court.
10. Resolution 2016-144 - A Resolution authorizing Clayton County to accept a forfeited Toyota Rav4 from a Clayton County Police Department Drug Investigation.

Synopsis: This Resolution allows the County to sell at auction a 1998 Toyota Rav4, VIN JT3GP10V2W7028589.
11. DISCUSSION ITEM: Commissioner's Block Grant.
12. Announcement of the finalists to be interviewed for the Zoning Administrator position at the August 2, 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.
13. Appointment to the Board of Appeals (Zoning) to fill the expiring term of Don McMillian, Jr. The term is three years expiring on August 19, 2019. (Full Board Appointment)
14. Appointment to the Board of Elections and Registration to serve in a seat currently held by George Sligh. The term is four years expiring on December 31, 2016. (*Commissioner Gail Hambrick's Appointment*)

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15. Appointment to the Zoning Advisory Group to fill the expiring term of Frenda Norwood. The term is three years expiring on August 19, 2019. (Full Board Appointment)
16. Appointment to the Zoning Advisory Group to fill the expiring term of Addie Whittaker. The term is three years expiring on August 19, 2019. (Full Board Appointment)
17. Appointment to the Veterans' Advisory Board to serve in a new seat. The term is four years expiring on June 6, 2020. (*Commissioner Edmondson's Appointment- District Four*)

EXECUTIVE SESSION –

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

FINANCE SUPPORTING DOCUMENTATION

BEGINS ON NEXT PAGE

**CLAYTON COUNTY
INTER - OFFICE MEMO**

DATE: July 6, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 307 - 2009 SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-17:

INCREASE REVENUE:

Appropriations From SPLOST Fund Balance	307-5120-7000	\$	250,000
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INCREASE EXPENSES:

Buildings & Improvements	307-5120-6010-PR045-7Y170	\$	250,000
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Reason: To appropriate funds from fund balance to provide funding for the Concession Building project at Flat Shoals Park.

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

Date

Sandra Davis, Clerk of Commission

CLAYTON COUNTY
INTER - OFFICE MEMO

DATE: July 6, 2016
TO: Board of Commissioners
FROM: Ramona Thurman Bivins, Chief Financial Officer
SUBJECT: Request for Budget Amendment - Fund 306 - 2004 SPLOST

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-17:

INCREASE REVENUE:

Appropriations From SPLOST Fund Balance 306-5330-7000 \$ 1,721,000

INCREASE EXPENSES:

Buildings & Improvements 306-5330-6010-8C013 \$ 1,721,000

Reason: To appropriate funds from fund balance to provide additional funding for the District 4 Recreation Center.

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

Date

Sandra Davis, Clerk of Commission

REY E. TURNER
CHAIRMAN
SONNA S. SUTTON-GREGORY
DISTRICT 1
GAIL B. HAMBRICK
DISTRICT 2
SHANA M. ROOKS
DISTRICT 3
MICHAEL L. EDMONDSON
DISTRICT 4

Community Development Department
121 South McDonough Street, Jonesboro, Georgia 30236
Office: (770) 477-3569 Fax: (770) 473-5467
www.claytoncountypa.gov/departments/community-development



Inter-Office Memorandum

Date: Friday, July 01, 2016
To: Ramona Thurman, Chief Financial Officer
From: Patrick Ejike, Director, Community Development
Subject: Check Request for Business License Refund

Please issue a check in the amount of \$50.00 made payable to:

Name: Sherina Kimbro

Address: PO Box 962336

City, State, Zip: Riverdale, GA 30296

For the purpose of: Business License Fee Refund

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

Attachments:

Receipt

2016 JUN 31 3:45

JEFFREY E. TURNER
CHAIRMAN
SONNA SINGLETON-GREGORY
DISTRICT 1
GAIL B. HAMBRICK
DISTRICT 2
SHANA M. ROOKS
DISTRICT 3
MICHAEL L. EDMONDSON
DISTRICT 4

Community Development Department
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Inter-Office Memorandum

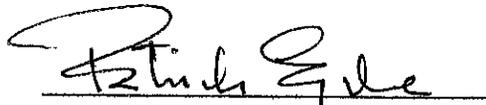
Date: Wednesday, June 14, 2016
To: Ramona Thurman, Chief Financial Officer
From: Patrick Ejike, Director, Community Development
Subject: Check Request for Refund

Please issue a check in the amount of **\$2,000.00**

Name:	Amin Punjani		
Send Check to Address:	106 Dustin Drive		
City, State:	Stockbridge, GA	Zip:	30281

For the purpose of: Alcohol License Denial

This check should be charged to account # 101-3401-3110



Patrick Ejike, Director

Community Development

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.

2016 JUN 14 P 3:57

JEFFREY E. TURNER
CHAIRMAN
SONNA SINGLETON-GREGORY
DISTRICT 1
GAIL B. HAMBRICK
DISTRICT 2
SHANA M. ROOKS
DISTRICT 3
MICHAEL L. EDMONDSON
DISTRICT 4

Community Development Department
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Office: (770) 477-3569 Fax: (770) 473-5467
www.claytoncountyga.gov/departments/community-development



PATRICK EJIKE
DIRECTOR

Inter-Office Memorandum

Date: Wednesday, June 14, 2016
To: Ramona Thurman, Chief Financial Officer
From: Patrick Ejike, Director, Community Development
Subject: Check Request for Refund

new

Please issue a check in the amount of \$1,800.00

Name:	MPTC, LLC.		
Send Check to Address:	1708 Howell Mill Rd.		
City, State:	Atlanta, GA	Zip:	30318

For the purpose of: Business License Denial

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

Handwritten signature of Patrick Ejike in cursive script.

Patrick Ejike, Director

Community Development

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.