

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF CHATHAM COUNTY, GEORGIA, HELD ON FRIDAY, JANUARY 17, 2014, IN THE COMMISSION MEETING ROOM ON THE SECOND FLOOR OF THE CHATHAM COUNTY COURTHOUSE, LEGISLATIVE AND ADMINISTRATIVE BUILDING, 124 BULL STREET, SAVANNAH, GEORGIA.

I. CALL TO ORDER

Chairman Albert J. Scott called the meeting to order at 9:50 a.m. on Friday, January 17, 2014.

=====

II. INVOCATION

Chairman Scott said, good morning and welcome. I -- I will apologize if it's a little airish in here. I was just informed that they were working on the heat and should have it restored shortly. I'm also going to ask at this time if you would please be seated, and we're going to have an introduction of our chaplain of the day, and once he come forth, he's going to bring us a short message, and then when it's time to pray, the pastor, Pastor Brown, will indicate it's time to stand, and at such time remain standing through the Pledge of Allegiance. At this point I rec -- recognize the Commissioner from the 3rd District, Commissioner Center, for the purpose of introducing our Chaplain of the day.

Commissioner Center said, thank you Mr. Chairman. When I first moved home after 30 years in Atlanta, one of the first persons I was lucky enough to meet was Pastor Matthew Southall Brown, Sr. He had formed a friendship with my father, even went to Israel with my father, and I'm pretty sure he befriended me because I was my father's offspring, but during my 15 years back home in Chatham County, he has mentored me both personally and politically. I attended so many of his sermons at St. John's that he announced to the membership that when guests are invited to stand as they are every Sunday that I shouldn't stand anymore. He had made me a member of St. John's. Even though I'm Jewish, Pastor Brown, is my pastor in Savannah.

Commissioner Center said, his background is something that should be remembered, and even though I'm certain all of us on this Commission know his background, I wanted to take the time to make his history part of the permanent record of our minutes. Pastor Matthew Southall Brown, Sr., was born in Savannah, July 16, 1922, to the late Christopher Frederick and Helen Robinson Brown. He attended East Broad Street Elementary School and Cuyler-Beach High School. After graduation he attended the Georgia State Industrial College for colored youth, now Savannah State University for three years and then served our country in the military during World War II. In 1961 he graduated from the American Baptist School of Theology in Nashville, Tennessee with a Bachelor of Divinity. From 1975 to '81 he attended summer seminars and workshops at the Princeton School of Theology in Princeton, New Jersey. His first pastorate was Smyrna Baptist Church in Savannah. He became pastor of the First Royal Missionary Baptist Church in Charleston, South Carolina, and I think it was 1969 he accepted the pastorate of St. John's Baptist Church back home in Savannah becoming their fourth pastor.

Commissioner Center said, the following year federal District Court Judge Alexander Lawrence, appointed Pastor Brown the Chairman of a 12-member bi-racial schools advisory committee to follow the Supreme Court ruling in desegregating our schools. This committee was charged with making such recommendations as it deemed appropriate looking to a successful implementation of the plan of desegregation approved by the Court. Under his leadership, St. John's bought property on Hartridge and Price Street that had been the location in 1906 of the first black library in Savannah. In 1986 Pastor Brown dedicated St. John Villa, the former East Broad Street school as a housing complex for elderly and handicapped. St. John dedicated it's newly built addition to the church as the Matthew Southall Brown Resources and Learning Center in August 1988. St. John's was engulfed by fire, and under Pastor Brown's leadership, it took three years to rebuild. When they re-entered it's facility, the first hymn of the first service in a new church was A Mighty Fortress is our God, and that name stuck. Pastor Emeritus Matthew Southall Brown, Sr. Retired from St. John Baptist Church, the Mighty Fortress, in 2005. For more than 20 years he has been a regular daily voice with meditative thoughts on WSOK radio's Joy in the Morning program. He has now compiled -- compiled those thoughts in a book, The Best of Pastor Matthew Southall Brown, Sr.'s 6:30 a.m. on Meditative Thoughts.

Commissioner Center said, he has chaired the Emancipation Day celebration, served as chief chaplain of the Savannah Police Department, and last September, the National Baptist Convention, USA, recognized him for more than 50 years of ministry work. I'm certain Pastor Brown would be the first to say he could not have accomplished all he has without the support and assistance of his wife of 66 years, Sister Lottie Williams Brown. They were married in August 1948, have four children, 19 grand and great grandchildren. Pastor Brown is a gifted lecturer, a veteran, a member of America's greatest generation, a pastor and author, a community leader, bet -- but, and of this title I'm most proud of all, he is my friend. The citizens of Chatham County are fortunate that Pastor Brown came home. Thank you Chairman Scott for allowing me to introduce Pastor Matthew Southall Brown, a giant, a pillar of our community.

Chairman Scott said, Pastor Brown, a member of the greatest generation.

Commissioner Shabazz said, yes.

Reverend Matthew Southall Brown, Sr., said, let -- let me first thank Tony. You have been snooping. You've been snooping, and, you know, every time I -- I hear that introduction, and I do want a copy of that one, it sounds like my obituary. I am delighted to be here. I have done this on -- on several occasions, but this is the first County Commission meeting of the new year for 2014. Let me say good morning to each of you and happy new year to all of you. I want to express to Chairman Scott and the entire Commission for this invitation to open the first meeting for this new year, 2014, with words of inspiration, information, and prayer. I have taken a page out of my current book, my recent book published by Arthur House, Book of Meditative Thoughts, that Commissioner Center indicated to inspire you this morning and hopefully throughout this entire year. On day before yesterday, January 15th, we celebrated the birthday of a great African American, the Reverend Doctor Martin Luther King, Jr., who was indeed a drum major. A drum major for justice, and a drum major for peace and love. In his book, Say it Plain, Dr. King wrote it's always the right time to do right.

Commissioner Thomas said, mm-hmm.

Reverend Brown said, it's always the right time to do right. I met Dr. King when he came to our City and spoke. I also met him at the National Baptist Convention USA, Incorporated, and each time I heard him I wondered where did he always get the strength, the stamina, the courage, and the fearlessness to speak with boldness. Then it dawned upon my that Martin Luther King, Jr., met God each and every morning before meeting those with whom he would interface during the day. In my book of meditative thoughts on page 3, you will read about meeting God in the morning. The best time of day to meet God is in the morning. In the morning when the dew is still on the roses. In the morning when the birds begin their singing. In the morning when God walks with you and talks with you and tells you that you are His own. The secret of having a good and productive Commission year is for you to meet God first in the morning. Meet him each and every day in the morning. Psalm 5, and I'm taking this out of my book, Psalm 5, verses 1 through 3 says, give air to my prayer, O Lord. Consider my meditation. Listen unto the voice of my cry, my King and my God. For unto you will I pray. My voice shall you hear in the morning, oh Lord. In the morning will I direct my prayer unto you.

Reverend Brown said, and so members of the County Commission of Chatham County, I urge you with all of the problems and with all of the situations facing you. I have been reading the local papers, and I have been talking with different people. Many of you know that I have been on the cutting edge of a lot of things in this town, this county for a long time. You have your work cut out for you for this year. Many decisions you are going to make for the members and the citizens of this county, and so I urge you to start your day, each and every day with prayer. So let us pray.

Reverend Brown gave the invocation as follows:

Eternal God our Father we come now. We come into this first meeting of the new year 2014 and Lord as we come we ask that you be with us. We invoke your presence upon this Commission because my Father, your prayer and your presence makes the difference in every situation. Oh Lord our Lord, how excellent is your name in all the earth. Your name is worthy to be praised. And so we praise you, oh Lord, for this Board of County Commissioners. We pray, oh God, that they will continue to be men and women after your own heart. We pray my Heavenly Father for this Chairman in a special way. I pray oh God, that yes, he will meet you each and every morning, and Lord, my prayer is that each County Commissioner will do the same. I pray for this City. I pray for this County. I pray oh Lord for this State, indeed this nation and the world. Bless us now as we shall go forth in this very first meeting, and Lord, let your presence be felt because your presence makes the difference in all occasions. This we ask in the name of Him who once said, if I be lifted up from the earth, I will draw all men unto me. It is in his name do we pray. Let us all say together. Amen. Amen and praise the Lord.

Board of Commissioners and Audience collectively said, amen. Amen.

Commissioner Thomas said, amen.

=====

III. PLEDGE OF ALLEGIANCE

Chairman Scott said, we'll be led in the Pledge of Allegiance by the 5th District Commissioner, Commissioner Shabazz.

Commissioner Shabazz led all in the Pledge of Allegiance to Flag of the United States of America.

=====

IV. ROLL CALL (Introduction of Youth Commission members present)

Chairman Scott said, the Clerk will call the roll.

The Clerk called the roll.

Present: Albert J. Scott, Chairman
 Dr. Priscilla D. Thomas, Vice Chairman, District Eight
 Helen L. Stone, Chairman Pro Tem, District One
 James J. Holmes, District Two
 Tony Center, District Three
 Patrick K. Farrell, District Four
 Yusuf K. Shabazz, District Five
 Lori L. Brady, District Six
 Dean Kicklighter, District Seven

Also present: R. E. Abolt, County Manager
 R. Jonathan Hart, County Attorney
 Janice Bocoock, County Clerk

=====

CHATHAM COUNTY YOUTH COMMISSION

Chairman Scott said, our Vice Chair, Commissioner Thomas, will introduce the Youth Commission who's present today.

Commissioner Thomas said, are you ready?

Chairman Scott said, yes.

Commissioner Thomas said, thank you, Mr. Chairman. Our Youth Commissioners serving today are JeQuan Hatcher from Benedictine Military School, Jamil -- Jamilah Hilliard, Savannah Christian Preparatory School, and Chris Howard, from Jenkins High School. We're delighted to have them with us today.

Chairman Scott said, on behalf of the Commission we thank the members of the Youth Commission who's here today.

=====

CERTIFICATE OF APPRECIATION

Chairman Scott said, today I want to do something a little different. We always present the clergy of the day with a Certificate of Appreciation. We will do so at this time, but today I want to do something that's a little different. We are going to present Pastor Brown Chatham County Citizen's medal.

Commissioner Thomas said, all right.

Chairman Scott said, there is no one that is more deserving of this honor than Pastor Brown. You heard from his introduction that he's a member of the greatest generation. He served in World War II, and I kid him. I purchased a signed copy of his book to my wife, and I presented it to her for Christmas, and at the book signing, I said to Pastor Brown, I said, Pastor, may you live a long time, and I hereby declare that you will preside over my going away service. So Pastor Brown is --

Commissioner Center said, something to live for.

Chairman Scott said, -- he'll have to -- he have to hang around --

Reverend Brown said, oh, I'll be here.

Chairman Scott said, -- or somehow take me with him or something.

Reverend Brown said, I'll be here.

Chairman Scott said, but anyway, there's -- there's not many of us who are still in the vineyard, and who are still serving the Lord who was born in 1922. He was born the year my mother was born, and -- and when you think about the contributions he made to this community over the years. He worked very closely with W.W. Law. He used to head the religious affairs committee for the NAACP. He's been a participant in every bi-racial panel that

this community has ever assembled to try to foster a better understanding and relationship between the races, and for all the things he's done, today I want to present him with the Chatham County Citizen's Award.
[Applause.]

Chairman Scott said, and you don't know this, and he probably don't want you to know it, but his wife is ill, and she's in rehab, but that did not stop him from coming here, and I invited him here last year, and I said to him, that as long as I'm Chairman, I expect him to start the year by coming to this Commission and providing us with the devotional service.

Commissioner Center said, also, Certificate of Appreciation presented to Reverend Matthew Southall Brown, Sr., for providing devotional service and invocation at the January 17, 2014 Chatham County Commission meeting, which established a perfect beginning to a successful session. Presented this 17th of January, 2014. Signed Albert J. Scott, Chairman, Chatham County Commissioners.

Reverend Brown said, let -- let me --

Chairman Scott said, Pastor, you can have the last word.

Reverend Brown said, all right. Let me just -- just thank you for this and -- for this citation, and it means more to me than the one I received in the United States House of Representative when I opened that august body with words of inspiration and prayer. I'll always cherish this. Always. I have a picture hanging in my home where I am -- I am shaking hands with your Chairman, Al Scott, because I was with him when he went to the Senate. I worked in his campaign, and he was the first African American to be elected to the United States -- to the Georgia House Senate, and Mr. Chairman, I want you to know that I don't take this lightly, that I appreciate it, and I know that you had to get the sanction of the entire Commission, so I want to thank all of you. My friend on the end there, Ms. Helen Stone. I told her some years ago, I met her, and I don't know what we were serving on, I don't know what it was, but I said to her because I -- I saw her spirit of love for this city and this county, and I -- I -- I saw her dogmatic, what is it, posture, in getting things done, and I told her, I said if you ever run for public office, you let me know. I'm going to help you. It's not for me to run for public office, but it's for me to seek out good people to run for public office, and then support them. God bless you. God keep you, and may his continents shine upon you.

Commissioner Shabazz said, thank you.

Chairman Scott said, thank you so much, Pastor. [Applause.]

=====

V. PROCLAMATIONS AND SPECIAL PRESENTATIONS

1. RESOLUTION RECOGNIZING CENTENNIAL ANNIVERSARY OF ASSOCIATION OF COUNTY COMMISSIONERS OF GEORGIA (ACCG).

Chairman Scott said, at this time I recognize the Commission Pro Tem, Commissioner Stone, from the 1st District for the purpose of presenting a Resolution.

Commissioner Stone said, thank you Mr. Chairman and fellow Commissioners. It is a great privilege to present this Resolution on behalf of the Association of County Commissioners. As you all may have read, they're celebrating their 100th Anniversary this year, and we are so fortunate they're -- they're going to do it -- a lot of it at our annual conference here in Savannah, and so I think it's a great privilege for us to host them, and for us to be a part of their organization because they work tirelessly on the behalf of the counties. I know many of you have been through their training. I think Priscilla [Thomas], you and I have done the CCAP, but just when we thought we had done all the training, they added more. So there are plenty of opportunities to learn through the Carl Vinson Institute, and I hope that you all will take advantage of those as we go forward and certainly be there to support them as they speak on our behalf at the Capitol on legislation that has affects on all of the 159 counties. So, Mr. Chairman, it's with great pleasure that you allow me to read this Resolution, and it will be sent on to Ross King and Mike Berg with the Association of County Commissioners.

Commissioner Stone read the Resolution as follows:



WHEREAS, Georgia's counties, as the level of government closest to the people, partner with the State of Georgia to ensure a high quality of life for all the citizens of the State; and

WHEREAS, counties serve as the administrative arm of state government, provide numerous services that protect the health, safety and well-being of the people, and foster the growth of business opportunities throughout Georgia; and

WHEREAS, ACCG was founded in 1914 when county commissioners came together to support "the good roads movement" by committing county funds to improve state roads and by backing the creation of the state's first highway department; and

WHEREAS, for the past 100 years, ACCG has served with integrity and distinction as the respected legislative advocate for and voice of Georgia's 159 counties; and, in that role has provided credible leadership on numerous public policy issues facing the state and its citizens; and

WHEREAS, during its 100-year history, ACCG has broadened its purpose beyond legislative advocacy to include leadership development, civic and community engagement, and member services such as insurance and retirement programs, facility and equipment financing, and volume pricing programs designed to meet specialized local government needs and save taxpayer dollars; and

WHEREAS, Chatham County as a member of ACCG receives grant funds for the County's Wellness Program; and

WHEREAS, 2014 marks the centennial anniversary of the founding of ACCG, it is fitting and proper that Chatham County recognizes the accomplishments and rich history of this distinguished organization.

NOW, THEREFORE, BE IT RESOLVED, by the Chatham County Board of Commissioners that we commend ACCG, Georgia's county association, for 100 years of dedicated service on behalf of the citizens of Chatham County and offer best wishes for continued success.

BE IT FURTHER RESOLVED, that the county clerk is authorized and directed to transmit an appropriate copy of this resolution to Mike Berg, Chairman of the Dawson County Board of Commissioners and President of ACCG and Ross King, Executive Director of ACCG.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Chatham County, Georgia to be affixed this the 17th day of January 2014.

Albert J. Scott, Chairman
Chatham County Commission

ATTEST:

Janice Bocook, County Clerk

Commissioner Stone said, I'm going to pass out some events that are going to be going on and some involvement that we can participate in during this celebration, and if you all have any questions, I'll be happy to assist, and I believe that the City is going to get involved in this as well. So it's a -- it's a good opportunity to bring this community together to celebrate 100 years of service for county government. Thank you.

Chairman Scott said, thank you. I -- I also want to point out that the Association of County Commissions that meet in Savannah is one of the largest gathering in this city on an annual basis, and for that we really appreciate the Association continued support and selection of Chatham County as their meeting place, and this year for the first time they will hold their meeting not at the Savannah Civic Center, but at the Trade Center on Hutchinson Island. Any -- any further comments or anything concerning the Resolution? If not, we'll move on on the agenda.

=====

VI. CHAIRMAN'S ITEMS

1. SET BOARD BUDGET GOAL SESSION.

Chairman Scott said, and on page three under Chairman Item, the first thing on there is to set the Board budget goal session, and as stated earlier, we've reached out to -- to all the members and the date for the budget goal session will be February 6th, which is Thursday, and it will be held at the Trade Center.

Commissioner Brady said, what time? What time?

Chairman Scott said, the time on that --

County Manager Abolt said, convenient to y'all. 9:30; 10:00; 9:00. What -- whatever you wish to do as far as making your morning clear.

Chairman Scott said, what -- what's -- what's the consensus.

Commissioner Brady said, 9:00, 10:00.

Commissioner Center said, 9:00.

Commissioner Holmes said, 9:00.

Commissioner Farrell said, 9:00.

Commissioner Stone said, 10:00.

Chairman Scott said, I heard 10:00. I heard 9:00.

Commissioner Kicklighter said, 9:00.

Commissioner Shabazz said, 9:00.

Chairman Scott said, 9:00. 9:00 a.m. at the Trade Center on February 6th, which is a Thursday. First Thursday in February. Okay. Anything further on that?

Commissioner Holmes said, is there a census on 9:00 or -- or -- what's the possibility of 10:00?

Chairman Scott said, it's whatever the -- the Board wish. Do we want to split the difference and say 9:30?

Commissioner Brady said, it's fine with me. Whatever time.

Chairman Scott said, let's -- let's say 9:30. Will that help you?

Commissioner Holmes said, yeah, 9:30.

Chairman Scott said, 9:30.

Commissioner Shabazz said, how -- how long will that last? All day?

Chairman Scott said, all day, but I -- I suspect we will be out of there between 2:00 and 3:00.

Commissioner Shabazz said, all right.

Commissioner Holmes said, depending on who coming.

Chairman Scott said, yeah, and it -- it will probably be a little -- a little more livelier than last -- last year. Okay.

=====

2. ANNOUNCE DEDICATION CEREMONY OF THE DETENTION CENTER EXPANSION SET FOR TUESDAY, JANUARY 21, 2014 AT 11:00 A.M.

Chairman Scott said, at the -- the other thing that I wanted to make certain that -- that you get on your calendar. I don't think the Sheriff's here, but he has set the -- the Detention Center Expansion dedication service for Tuesday, January 21st at 11:00 a.m., and I hope that all the members of the Commission will be able to attend. That's Tuesday, January 21st at 11:00 a.m.

=====

3. ANNOUNCE HARRY S. TRUMAN PARKWAY, PHASE V RIBBON CUTTING CEREMONY SET FOR FEBRUARY 28, 2014 AT 3:30 P.M.

Chairman Scott said, and we were also informed yesterday that the final phase of the Harry S. Truman Parkway Ribbon Cutting ceremony is set for February 28th at 3:30 p.m., and the entire Commission is invited to participate. Any questions about those?

Commissioner Holmes said, Mr. Chairman, what part of Truman Parkway is this going to take place at?

Chairman Scott said, we -- we will send out some more information, but it's my understanding it will be between -- Mr. Chairman [sic], you want --

County Manager Abolt said, Mr. Chairman, I do not know the exact location. The GDOT folks are handling it. The -- the safe answer is it's a place where people will not get hurt because once the ribbon's cut, motorists will be going through there. So there -- there -- there -- there is a protocol to it. GDOT's in charge, and once we have that information as the Chairman eluded to, we will get it to you. Former Representative Ann Purcell is now the local representative on GDOT Board. I guess has been charged with all the protocol. So this is the first time in memory where GDOT has totally controlled the program.

Chairman Scott said, yeah. GDOT is totally in control, but not totally financially.

County Manager Abolt said, absolutely.

Chairman Scott said, but -- but I -- I was told from the email that it would be between what is it, the Vernon River -- is it the --

Commissioner Brady said, and White Bluff.

Commissioner Holmes said, and White Bluff.

Chairman Scott said, and White Bluff. That section there between the River and White Bluff. It's a -- if -- if you all have looked at the lay out out there, and -- and so it will be before the White Bluff exit, and right after the river. So, let's -- and I'm sure there will be better information on it, and I'm -- I'm sure that there will be parking along and on the Truman Parkway once you cross the river. Any further discussion on that?

Commissioner Farrell asked, Mr. Chairman?

Chairman Scott said, yes?

Commissioner Farrell asked, do you think that would be an appropriate time for MPC to roll out their future plan to deal with the congestion on Abercorn that may result from a very heavily used Truman Phase V?

Chairman Scott said, I -- you know, I'm -- I'm really anxious to see the impact. You -- you couldn't imagine that there wouldn't be some impact on -- on Abercorn, and then we'll have to look at the next phase of what we can do to address it.

Commissioner Shabazz said, yeah.

=====

VII. COMMISSIONER'S ITEMS

1. REQUEST BOARD ELECT A CHAIRMAN PRO TEM FOR 2014.

Chairman Scott said, the next item on the agenda, and this is to elect a Chairman Pro Tem for 2014. There was discussion in the Green Room. There were no candidates, and so it will be necessary that we vote to -- to re-elect Commissioner Stone for the 2014 term.

Commissioner Holmes said, Mr. Chairman, I motion that we would recommend that this good representative, Ms. Helen Stone, be our Pro Tem for the following year.

Commissioner Thomas said, second.

Commissioner Farrell said, second.

Chairman Scott said, properly moved and second. Any discussion? Any additional nomination? Hearing none, all in favor indicate by voting yes, opposed no. Commissioner Stone you have new life, another year.

Commissioner Stone said, thank you, Mr. Chairman. Thank you Commissioners.

Chairman Scott said, any comments?

Commissioner Stone said, thank you for -- all for your support, and it's been a pleasure to serve as the Commission Pro Tem, and I intend to be wherever I'm supposed to be when I'm supposed to be there, and thank you.

Chairman Scott said, okay.

ACTION OF THE BOARD:

Commissioner Holmes moved to re-elect Commissioner Stone as Chairman Pro Tem for 2014. Commissioners Thomas and Farrell seconded the motion and it carried unanimously.

AGENDA ITEM: **VII-1**
 AGENDA DATE: January 17, 2014

TO: Board of Commissioners
 FROM: R. E. Abolt, County Manager

ISSUE:

To elect a Chairman Pro Tem for 2014.

BACKGROUND:

The County's Enabling Act requires the action to be taken during the first meeting of the Board in each new year.

FACTS AND FINDINGS:

Concerning the election of the Chairman Pro Tem, the Enabling Act states: *At the first regular meeting in January of each year, the Board of Commissioners shall elect from its members a Chairman pro tem. In the event of the absence of both the Chairman and the Vice-Chairman, the Chairman pro tem shall preside at meetings of the Board of Commissioners. Such a Chairman pro tem shall not have or exercise any of the duties or authority of the Chairman except to preside at meetings of the Board of Commissioners.*

ALTERNATIVES:

1. Elect A Chairman Pro Tem.
2. Postpone election of a Chairman Pro Tem.

POLICY ANALYSIS:

Compliance with the Enabling Act.

FUNDING:

Not applicable.

RECOMMENDATION:

Alternative #1.

=====

VIII. TABLED/RECONSIDERED ITEMS

<p>Unless action is contemplated at today's meeting, staff report and file material has not been duplicated in your agenda packet. The files are available from the Clerk. Those on which staff is requesting action are indicated by asterisk (*).</p>

1. **REQUEST BOARD APPROVAL OF CONTRACT FOR SERVICES WITH STEP UP SAVANNAH FOR PARENT UNIVERSITY AND TO REQUEST BOARD APPROVAL OF A NEW POSITION FOR THE PROGRAM'S ADMINISTRATION, CONTINGENT UPON OTHER COMMUNITY FUNDING. *ITEM WAS TABLED AT MEETING OF NOVEMBER 22, 2013.***

Chairman Scott said, the next item on page 5, it's a Tabled Item. This is the last time it will appear on your agenda. Unless there's some move from the Commission, we will leave it on the table, and it will die for the lack of a motion.

=====

IX. ITEMS FOR INDIVIDUAL ACTION

(Unless the Board directs otherwise, adoption of an Action Item will mean approval of the respective County staff report and its recommended action.)

1. **TO REQUEST APPROVAL OF THE FOLLOWING BUDGET AMENDMENTS AND TRANSFERS: 1) IN THE GENERAL FUND M&O: a) TRANSFER \$37,000 FROM CONTRACTUAL SERVICES TO SALARIES AND WAGES IN THE DISTRICT ATTORNEY'S BUDGET, b) APPROPRIATE \$200,000 UNASSIGNED FUND BALANCE TO MOSQUITO CONTROL, 2) IN THE E911 SPECIAL REVENUE FUND APPROPRIATE \$60,000 FUND BALANCE FOR TRANSFER TO THE CAPITAL IMPROVEMENT PROGRAM (CIP) FUND, 3) IN THE CIP FUND INCREASE REVENUE AND EXPENDITURES \$60,000 TRANSFER IN FROM**

E911 FOR A 911 CALL CENTER PROJECT, AND 4) IN THE CONFISCATED REVENUE FUND APPROPRIATE \$4,661 TO THE SCMPD TO REPAIR THE SECURE ACCESS SYSTEM AT THE POLICE ANNEX BUILDING.

Chairman Scott said, okay. We're on page five, and this is Items for Individual Action, and the first item is to request approval of the following budget amendments and transfers: in the General Fund M&O: an internal transfer of \$37,000 from Contractual Service line item to Salaries and Wages within the District Attorney's budget, appropriate \$200,000 Unassigned Fund Balance to the Mosquito Control; in the E911 Special Revenue Fund appropriate \$60,000 Fund Balance for transfer to the Capital Improvement Program, the CIP Fund; in the CIP Fund increase Revenue and Expenditures by \$60,000 transferred in from the E911 for a 911 call center project; and in the Confiscated Revenue Fund appropriate \$4,661 to the Savannah Chatham Metro Police Department to repair Secure Access System at the Police Annex Building.

Commissioner Center said, Mr. Chairman, is this -- a motion would be to do all the items in this paragraph one?

Chairman Scott said, yes.

Commissioner Center said, all right. I would move that we adopt Item 1 with the proviso that the \$200,000 unassigned fund balance goes into the restricted fund as explained in the annotations.

Commissioner Holmes said, is that your motion?

Commissioner Center said, yes.

Commissioner Holmes said, second.

Commissioner Stone said, I thought he was asking a question.

Chairman Scott said, it's been moved and second. We have a motion on the floor. Is there any discussion? Any questions? Hearing none, all in favor of the motion indicate by voting yes, opposed no. Motion carries.

ACTION OF THE BOARD:

Commissioner Center moved for approval of the following budget amendments and transfers: in the General Fund M&O: transfer \$37,000 from Contractual Services to Salaries and Wages in the District Attorney's budget, transfer \$200,000 Unassigned Fund Balance to the restricted fund as explained in staff report; in the E911 Special Revenue Fund appropriate \$60,000 Fund Balance for transfer to the Capital Improvement Program (CIP) Fund; in the CIP Fund increase Revenue and Expenditures \$60,000 transfer in from E911 for a 911 call center project; and in the Confiscated Revenue Fund appropriate \$4,661 to the SCMPD to repair the Secure Access System at the Police Annex Building. Commissioner Holmes seconded the motion and it carried in an 8-1 vote with Commissioner Kicklighter voting no.

AGENDA ITEM: IX-2

AGENDA DATE: January 17, 2014

TO: Board of Commissioners

THRU: R. E. Abolt, County Manager

FROM: Amy Davis, Finance Director

ISSUE:

To request approval of the following budget amendments and transfers: 1) in the General Fund M&O: a) transfer \$37,000 from Contractual Services to Salaries and Wages in the District Attorney's budget, b) appropriate \$200,000 Unassigned Fund Balance to Mosquito Control, 2) in the E911 Special Revenue Fund appropriate \$60,000 Fund Balance for transfer to the Capital Improvement Program (CIP) Fund, 3) in the CIP Fund increase Revenue and Expenditures \$60,000 transfer in from E911 for a 911 call center project, and 4) in the Confiscated Revenue Fund appropriate \$4,661 to the SCMPD to repair the Secure Access System at the Police Annex Building.

FACTS AND FINDINGS:

1. At their meeting held December 20, 2013, the Board of Commissioners approved an additional Assistant District Attorney I position and instructed staff to identify a funding source. The annual cost of the position is \$74,000. The amount needed for the current fiscal year is \$37,000. Funds have been identified within the District Attorney's budget. A transfer within the District Attorney's budget from management consulting services line item to salaries and benefits will provide funding for the remainder of the current year.
2. The HVAC system located in the 911 Call Center is over fifteen years old and in need of

replacement. A CIP project detail sheet was submitted in the recent CIP process. The project scored a Service Level Priority of Critical and a rank of 109. Funds are available in the Emergency 911 Special Revenue Fund restricted fund balance for transfer to the CIP fund for the project. A CIP project detail sheet and resolutions are attached (to the original staff report in the Clerk of Commission's meeting file).

3. The Mosquito Control Director is requesting an additional \$200,000 for the purchase of pesticides. Funding will come from the General Fund M&O unassigned fund balance. The funds will be placed in a restricted contingency account and used on an as needed basis. A staff report and a resolution are attached.
4. The Chief of Police has requested an appropriation of confiscated funds towards a repair to the Secure Access System at the Police Annex. The Confiscated Revenue Fund has \$4,661 available for appropriation to the police department. The County Attorney has reviewed this request. Correspondence is attached (to the original staff report in the Clerk of Commission's meeting file).

FUNDING:

Funds are available in the District Attorney's General Fund budget and the Confiscated Revenue Fund for the transfers. The budget amendments will establish funding in General Fund M&O, the E911 Special Revenue, the Capital Improvement Program Funds, and the Confiscated Assets Funds.

ALTERNATIVES:

1. That the Board approve the following:

GENERAL FUND M&O

- a) Transfer \$37,000 from contractual services to salaries and wages within the District Attorney's budget.
- b) Appropriate \$200,000 unassigned fund balance to a restricted contingency account for Mosquito Control pesticides.

E911 SPECIAL REVENUE FUND

Appropriate \$60,000 restricted fund balance for transfer out to the Capital Improvement Program Fund.

CAPITAL IMPROVEMENT PROGRAM FUND

Increase revenue and expenditures \$60,000 transfer in from E911 for a 911 Call Center project to replace the HVAC system.

CONFISCATED REVENUE FUND

Appropriate \$4,661 to the Police Department for a repair to the Secure Access System at the Police Annex.

2. Amend or deny the request.

POLICY ANALYSIS:

State law grants the Board authority to amend the budget during the year as it deems necessary.

RECOMMENDATION:

That the Board approve Alternative 1.

Prepared by: Estelle Brown

=====

2. **TRANSMITTAL OF THE 2013 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND RELATED DOCUMENTS INCLUDING THE AUDITOR'S COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE, SINGLE AUDIT REPORT, MANAGEMENT LETTER, AND RESPONSES TO THE SINGLE AUDIT FINDINGS & QUESTIONED COSTS AND THE MANAGEMENT LETTER. AUDITOR WILL BE PRESENT.**

Chairman Scott said, the next item on the -- on the agenda under Individual Action, transmittal of the 2013 Comprehensive Annual Financial Report and related documents including the auditor's communication with those charged with governance, single audit report, management letter, and response to the single audit findings and questioned costs, and the management letter. The auditor will present.

County Manager Abolt said, Mr. Chairman, Ladies and Gentlemen, this will be your first event of listening to your external auditor. Last year the presentation was made in December to the previous Board because the audit was prepared on -- on schedule, and you know there was a slight delay in this because of the CAT inclusion, but that's only history. The important thing I want to emphasize as your Manager is that you have a very special

relationship with your external auditor. There's nothing filtered between the external auditor and -- and -- and yourself. We have an internal audit capacity, but this is your check and balance. There has -- has to be and I've been insistent on it for 26 years, but there's been a very special way in which each County Commission has related to your external auditor, and it's been one of trust and confidence. We have an extremely good firm, in my opinion, in Karp, Ronning and Tindol, which has been with the county, even though it's bid periodically, on all 26 years of my time here. They're extremely professional, and I very much value what they can do with you going forward, and will do today to give you their evaluation of the County operation, and I'll introduce Derrick Cowart as Chairman -- as head of the firm.

Mr. Derrick Cowart said, good morning.

Members of the Board collectively said, good morning.

Mr. Cowart said, I just had a couple of comments.

Commissioner Scott said, would you just for the -- just for the purpose -- just introduce yourself and your firm.

Mr. Cowart said, oh, okay. I'm Derrick Cowart with Karp, Ronning and Tindol. We've done the external audit for the County this year. Just had a couple of comments, and then we'll open it up for any questions y'all may have for me. We were able to issue an unqualified, or a clean opinion on the financial statements for the county this year. Basically what that means is that based on our audit work, we feel that the County statements are materially correct for fiscal year 2013. Overall the -- the audit went smoothly. We didn't have any issues with staff, and it's always good -- it helps us a lot when staff's very cooperative. Then basically on the financial condition of the county, the county appears to be in good condition. One fund that I think I've mentioned the past couple of years has been the Service District. Even though it still has enough fund balance to have a two-year reserve -- or the two-month reserve according to the county's fund balance policy, that fund balance keeps going down every year, so I think that may be a challenge for y'all in the coming few years to address that.

Mr. Cowart said, but overall, everything went well, and I guess if y'all have any questions for me, I'll be happy to try and answer them, if not, I'll -- I'll find out what the answer is.

Chairman Scott said, any questions? We have a question from our Youth Commissioner Howard.

Youth Commissioner Chris Howard said, thank you. What exactly is the Comprehensive Annual Financial Report?

County Manager Abolt said, it's the audit.

Youth Commissioner Howard asked, so --

County Manager Abolt said, on steroids.

Youth Commissioner Howard asked, what exactly is an audit?

Mr. Cowart said, it -- it --

Chairman Scott said, it's -- it's a review of all the expenditures to make certain that funds were expended for items and issues that's been passed and adopted by this Commission, and for no other purpose, and to also make certain that there've been no mismanagement of funds. And also to confirm or -- or determine whether or not we are maintaining an adequate fund balance, and also to make recommendations for improvements in areas of concern.

Youth Commissioner Howard said, thank you.

Commissioner Shabazz said, it a -- it's also an investigation. Okay? All right.

Chairman Scott said, Commissioner Stone.

Commissioner Stone said, thank you, Mr. Chairman. Mr. County Manager, I see on page two, under Item 9, with CAT's line of credit, have we seen any payment on that whatsoever?

County Manager Abolt said, that -- that's what's -- that's what that item is.

Chairman Scott said, that's -- that's what it is. They've paid --

County Manager Abolt said, 200.

Chairman Scott said, -- \$200,000, and there's also a note in there where they're supposed to pay another million and a half --

Commissioner Stone said, that's -- that's my concern. I mean are we on a --

Chairman Scott said, yeah.

Commissioner Stone said, -- are we on a schedule here or are they just willy nilly paying --

Chairman Scott said, no, it's a two-year -- it's a two-year line of credit, and we didn't have a specific schedule for them to pay it back.

Commissioner Stone said, I just want to make sure that that's --

Commissioner Farrell asked, just pay it back in two years?

Chairman Scott said, yes.

Commissioner Stone said, I just want to make sure that they are putting aside the money to handle their financial obligation to Chatham County. So. Thank you.

Chairman Scott said, any further -- any further discussion? Is there anything that you wanted to recommend to the Commission that we do different?

Mr. Cowart said, no, sir. I mean we've got some -- we do have some issues with internal controls, but we've made suggestions, and staff has responded to all of those.

Chairman Scott said, okay. We've got Commissioner Brady and then Commissioner Farrell.

Commissioner Brady asked, could you make -- could you expand on your remarks about fund balance and the county in reference to where we are with fund balance?

Mr. Cowart said, okay. I don't know it right off the top of my head, but maybe Amy [Davis] could help me out with that, but I think y'all have a percentage in y'all's financial policies that the -- I guess the -- probably the prior Commission approved. Y'all -- your -- your intent is to maintain I believe it's almost a two-month reserve, and so -- so we always look at that to see that y'all are hitting your policy because if you start dropping below that, then you're eating up the fund balance that you expend.

Chairman Scott said, and -- and it's -- and I think I'm correct in saying this, this is also something that's required by the State, as well, and -- and -- and they also when you send the report, they also look at your fund balance. They are concerned about counties going bankrupt --

County Manager Abolt said, they also, and -- the -- the -- Chairman, y'all remember that recently we got another great report card from Wall Street, and one of the first places they look at any CAFR audit is fund balance.

Chairman Scott said, and they --

County Manager Abolt said, that's why we've got this great credit rating.

Chairman Scott said, and they -- they look at your policy as far as fund balance, and they look at whether or not you are maintaining your fund balance in order to maintain your credit rating. That's also another requirement.

Mr. Cowart said, now --

Commissioner Brady said, I thought I heard you make a remark in reference to fund balance.

Chairman Scott said, yeah, he was saying in the Special Service District.

Mr. Cowart said, Service District.

Commissioner Brady said, okay. Okay.

Mr. Cowart said, also, there's an unassigned category within the General Fund. That's basically what y'all have -- what's left over after that two-month reserve that's available to spend -- or to appropriate.

Chairman Scott said, and -- and what we -- what we've talked about using that money for is to sure up the fund balance where there is -- where it is border line in the Special Service District and other areas, and -- and fund unfunded liabilities, which is retirement programs and etcetera.

Mr. Cowart said, yes, and probably in the next couple of years I think the County will be required, 'cause there's new accounting standards for the pension, y'all will have to start booking the unfunded liability for your pension fund in the -- on the government-wide statements only. It wouldn't affect your fund statements, but your entity-wide. Y'all will be taking a hit on that.

Chairman Scott said, and -- and also, Wall Street -- not Wall Street, but the rating agencies are also saying that they're going to start taking into consideration unfunded liabilities in their rating process. Anything else?

Commissioner Brady said, no, sir. Thank you, Mr. Chairman.

Chairman Scott said, Commissioner Farrell from the 4th District.

Commissioner Farrell said, do you audit other counties in Georgia?

Mr. Cowart said, yes, sir.

Commissioner Farrell said, about how many?

Mr. Cowart said, I personally do one other one right -- currently and do some municipalities.

Commissioner Farrell said, okay. It's -- it's my understanding that a number of years ago this -- a past Commission created a Special Service District. Is -- and that in the State of Georgia is somewhat unusual to have multiple budgets with --

Mr. Cowart said, well when you -- well especially when you have a particular millage rate for a District. Some other counties -- well Glynn County for example, they do have like a fire district, and they have a particular tax millage rate for it, and they do segregate that out, very similar to your Service District. So you can have different districts.

Commissioner Farrell said, that's more like paying for a particular service --

Mr. Cowart said, yeah.

Commissioner Farrell said, rather than --

Mr. Cowart said, yeah. In their case, yes, that's correct.

Commissioner Farrell said, yeah. Well, it just seems like you could probably take care of some of this fund balance if -- if we just had one M&O rather -- like a hundred and fifty something other counties in this state does, rather than try to segregate out a portion of the population and operate as a -- as a municipality in many respects. Just -- just an observation. Thank you.

Chairman Scott said, any further questions? If not, I'm -- I'm sure that you may come up with some as you continue to digest the hard copy that you have, and if so, we'll -- we'll certainly try to get answers for you from the auditor. Thank you so much.

Mr. Cowart said, thank you very much.

Chairman Scott said, and while we're on the subject of audit, many of you can remember that we are in the process of auditing our Sheriff's Department, and Mr. Manager, when will we expect that?

County Manager Abolt said, it -- the last report was I was able to send to you said there was -- had been a delay but sometime this month we'll receive the results of that. Of course that will be very timely and hopefully it will be in your hands before your budget workshop.

Chairman Scott said, okay. Thank you.

Commissioner Shabazz said, that -- that audit of the Sheriff Department, is that an internal or an external audit like this one?

County Manager Abolt said, if I may Mr. Chairman. This -- this is something y'all commissioned, and the leadership of the Chairman as you adopted your current year's budget, and you wanted this -- this objective evaluation of both the jail -- detention center and the -- the courtroom operations and field operations of the Sheriff, and that's what you're doing, and that's the same firm which was on the purchasing report that Commissioner Center brought to your attention during pre-meeting is doing that, and that -- that will give you your third party evaluation to procedures.

Chairman Scott said, yeah.

County Manager Abolt said, and I know the intent is to make sure the money spent there is spent wisely.

Chairman Scott said, but it is -- it is an external firm -- external firm that's doing the audit.

County Manager Abolt said, that's correct.

Chairman Scott said, it's not -- it's being supervised by our --

County Manager Abolt said, internal.

Chairman Scott said, -- internal audit -- auditor, but it's being performed by an outside audit firm.

County Manager Abolt said, correct.

Commissioner Shabazz said, okay.

Chairman Scott said, okay. If there is no further discussion, we'll move on on the agenda.

ACTION OF THE BOARD:

For information only.

AGENDA ITEM: IX-2

AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R. E. Abolt, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

Transmittal of the 2013 Comprehensive Annual Financial Report (CAFR) and related documents including the Auditor's Communication with Those Charged with Governance, Single Audit Report, Management Letter, and responses to the Single Audit Findings & Questioned Costs and the Management Letter.

BACKGROUND:

The 2013 CAFR reports the County's financial position as of June 30, 2013. It has been submitted to the State of Georgia and the Government Finance Officers' Association's award program by the deadline of December 31, 2013.

FACTS AND FINDINGS:

- The CAFR represents the audited financial report of Chatham County prepared in accordance with generally accepted accounting principles. The CAFR presents the recorded financial transactions and activities of Chatham County for the period July 1, 2012 to June 30, 2013. It includes the activities of three component units: Chatham Area Transit, Live Oak Public Libraries and the Chatham County Health Department.
- At June 30, 2013 the main operating funds of the County were the General Fund and the Special District. Fund balance decreased in both funds during 2013. Components of the fund balance for these funds at year end were:

**General Fund and Special Service District
As of June 30, 2013**

<u>Fund Balance</u>	<u>General Fund</u>	<u>SSD</u>
Components:		
Nonspendable	\$ 393,391	\$ 18,968
Restricted	\$ 819,621	-
Unrestricted	<u>32,821,947</u>	<u>5,259,012</u>
Total Fund Balance	<u>\$34,034,959</u>	<u>\$ 5,227,881</u>
Prior Year Fund Balance	<u>35,306,713</u>	<u>6,580,672</u>
Net Change in Fund Balance	<u>\$ (1,271,754)</u>	<u>\$ (1,302,791)</u>

- Unrestricted fund balance includes three categories: committed, assigned and unassigned. Amounts shown within the Unrestricted category include:

**General Fund and Special Service District
Unrestricted Fund Balance Categories
As of June 30, 2013**

<u>Categories</u>	<u>General Fund</u>	<u>SSD</u>
Committed:		
CEMA	\$ 63,799	\$ --
Financial Policy Reserve	\$ 27,212,120	4,883,873
Assigned:		
For Purposes of the Fund		375,139
Unassigned	<u>5,546,028</u>	<u>--</u>

Total Fund Balance \$32,821,947 \$ 5,259,012

4. The amount shown in the General Fund as Fund Balance -- Committed for financial policy reserve levels of \$27.2 million equals approximately two months of operating expenditures in compliance with the fund balance policies.
5. The amount shown in the Special Service District as Fund Balance -- Committed for financial policy reserve levels of \$4.8 million equals approximately two months of operating expenditures in compliance with the fund balance policies.
6. The CAFR includes the County's government-wide financial statements which present all activities of Chatham County on the accrual basis of accounting, including capital assets and long-term debt. Overall, the County's net position as shown on the government-wide statements totaled \$1,168,250,458, which reflects an increase over the prior year of \$5.1 million. Most of this increase is due to capital grants received for Chatham Area Transit.
7. The Management's Discussion and Analysis reviews the changes in the County's overall financial position from 2012 to 2013. (Pages C-1 thru C-13), and includes a discussion of changes at both the entity-wide and major fund level. For the County as a whole, revenues decreased \$750,610 while expenditures increased \$6,781,963. Tax revenues increased \$1,346,383 over the prior year.
8. Budget comparison schedules for County funds are shown on pages E-1 thru E-6 and F-5 thru F-15.
9. Of the \$7.7 million available on the Chatham Area Transit credit line, \$7.5 million was outstanding as of December 31, 2013. CAT staff has indicated a principal payment of \$1.5 million was made January 10, 2014 to reduce the outstanding balance to \$6 million. CAT uses the line of credit to manage cash flow and cover ongoing operating costs during the months when transit tax deposits are smaller, July to October and January to April, so there could be small increases over the next few months with any permanent reduction made towards the end of the fiscal year.
10. The independent auditor prepares a Single Audit Report as required by Government Auditing Standards and OMB Circular A-133. This report includes a Schedule of Findings and Questioned Costs pertaining to fiscal year 2013 activities. Responses to the findings are attached (to the original staff report in the Clerk of Commission's meeting file). A status report on the findings and the questioned costs for fiscal year 2012 is also included in the report.
11. The Management Letter with departmental responses and the Independent Auditor's Communication with Those Charged with Governance are also attached (to the original staff report in the Clerk of Commission's meeting file).

FUNDING:

No funding required.

POLICY ANALYSIS:

The Finance Department remains committed to the timely preparation of the financial reports and to the elimination of findings related to the processes and internal controls.

ALTERNATIVES:

N/A

RECOMMENDATION:

N/A

=====

- ~~3. TO AMEND FISCAL 2014 BUDGET RESOLUTIONS TO: 1) RECOGNIZE AUDITED FISCAL 2013 FUND BALANCES FOR FUNDS THAT USE FUND BALANCE AS AN OPERATING RESOURCE, 2) REFLECT FISCAL 2013 RESERVES FOR ENCUMBRANCES AND CAPITAL PROJECT BALANCES FOR THE NON-MAJOR CAPITAL IMPROVEMENT AND ENTERPRISE FUNDS AND 3) APPROVE REVISED PROJECT BUDGET SCHEDULES FOR SPLOST FUNDS.~~

Chairman Scott said, as -- as you re -- recall from our discussion in the Green Room, Item 3 has been pulled from the agenda.

=====

4. TRANSMITTAL OF CHATHAM COUNTY 2014 CAPITAL IMPROVEMENT PROJECTS WORKBOOK FOR INFORMATION AND REFERENCE DURING FORTHCOMING BUDGET GOALS SESSION.

Chairman Scott said, and the next is the transmittal of Chatham County 2014 Capital Improvement Project Workbook for information and reference during the forthcoming budget goals. You all have a hard copy in your packet, and I just want to remind you to please bring that with you on -- on the 6th of February. Any questions about that? Do we -- we don't need any votes or anything on that.

ACTION OF THE BOARD:

For information only.

AGENDA ITEM: IX-4
AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R. E. Abolt, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

To transmit the Chatham County 2014 Capital Improvement Projects Workbook to the Board for Consideration.

BACKGROUND:

In October 2013, capital budget packages were distributed to all departments. Submitted projects were rated by the CIP Committee in late October. The 2014 Capital Improvement Projects Workbook provides summary detail on submitted projects with priority ratings.

FACTS AND FINDINGS:

1. The Capital Improvement Projects Workbook represents a listing of capital requests and cost estimates provided by County Department Heads. Funded or partially funded capital projects are identified as such. The cost threshold for projects is \$25,000.
2. The 2014 Capital Improvement Projects Workbook lists 175 projects for consideration totaling over \$192 million. Summary lists are provided that sort the projects three ways within fund sources: i) by Rating Score, ii) by Service Level Priority, and iii) by Department/Agency. Further detail on each project is provided on a separate project detail sheet.
3. The CIP Committee scored each project and assigned a rating. Projects were scored based on six categories: Service Level Priority, Policy Priority, Expected Useful Life, Number of Board Goals Met, Effect on Revenues, and Grant Availability. The maximum available score is 160 points. A sample rating sheet is attached.
4. Subsequent to the CIP Committee's review and ranking of each project, several projects were funded as a result of the passing of the most recent SPLOST. Projects funded through SPLOST have been identified in the Capital Improvement Projects Workbook as funded or partially funded where applicable.
5. The Chatham County FY 2014 Capital Improvement Projects Workbook will be disseminated on Friday, January 17, 2014.

FUNDING:

Limited funding for capital improvement projects is available in the CIP Fund M&O and SSD Contingency Accounts. The Board may also consider transfers of designated fund balance to provide additional resources.

POLICY ANALYSIS:

In their October 2005 bond ratings, the rating agencies encouraged the County to provide consistent funding for its capital project needs. Adopted financial policies encourage funding to maintain asset quality and service levels.

ALTERNATIVES:

N/A

RECOMMENDATION:

For Board consideration during budget goal session.

=====

5. BOARD CONSIDERATION OF THE DISTRICT ATTORNEY'S REQUEST FOR SALARY ADJUSTMENT FOR COUNTY-PAID ASSISTANT DISTRICT ATTORNEYS AND AUTHORIZATION OF RELATED BUDGET TRANSFERS.

Chairman Scott said, and next is the Board consideration of the District Attorney's request for salary adjustment for county-paid assistant district attorney and the authorization of related budget transfers, and at this point --

Commissioner Stone said, I make a motion to approve.

Commissioner Kicklighter said, second.

Chairman Scott said, no -- no, I'm going to recognize Commissioner Center for the purpose of a motion because as we discussed in the Green Room, it's not a straight forward motion.

Commissioner Stone said, okay. I'm sorry.

Commissioner Center said, yes. In -- in reading the materials annotated, I -- I would like -- there's two parts, let me explain the two parts before I make my motion. I want us to approve the salary they're -- let me back up, there are county-paid and state-paid assistant district attorneys, and they have a disparity in payment, which hopefully is not causing but could cause a problem within the office, and it's just not fair, and I was going to ask that we approve the salary adjustment for the five county-paid ADAs, which is about a \$31,000 outlay of our capital, and then as the Chairman and the District Attorney discussed in the pre-meeting, I was going to ask that we postpone until our next meeting a discussion or a vote on the 2.5% COLA increase. So my motion is to -- at this moment, to approve salary adjustment --

Commissioner Kicklighter said, I'll -- I'll remove my second from the previous motion.

Commissioner Stone said, and I'll remove my motion.

Commissioner Kicklighter said, do we need to do that legally?

Chairman Scott said, yeah, with the exception that I didn't recognize anybody prior for a motion, so, it's not necessary to withdraw.

Commissioner Kicklighter said, that's fine. That's the way it used to work here.

Commissioner Center said, but -- but, thank you, Commissioner Kicklighter and Commissioner Stone. So I move that we approve salary adjustments for the five county-paid assistant district attorneys and authorize -- and authorize the necessary budget transfers of \$31,000 to accommodate that.

Commissioner Kicklighter said, second.

Chairman Scott said, it's properly moved and second. Any discussion? And I will --

County Attorney Hart said, is that retroactive back to January 1?

Chairman Scott said, yes. Any discussion? And I at this time, if the DA would like to make some comments, I will invite her at this point before we vote on the motion.

District Attorney Heap said, yes, sir. Good morning.

Commissioner Thomas said, good morning.

District Attorney Heap said, first I'd like to actually thank Carolyn Smalls who sat down with me, and we went over the budget and worked, and -- and she really helped to identify the disparity, and I appreciate y'all taking the time, and -- and sitting down and discussing this with me. Ultimately what I want is attorneys there to get in and do their job, and I -- the disparity, I think really causes problems and morale problems in the office, and I hope this will rectify it, and I also thank Chairman Scott for -- willing to meet with me again, and I welcome any discussions you may have.

Chairman Scott said, anybody have any questions of District Attorney Heap? Thank you so much.

District Attorney Heap said, yes, sir.

Chairman Scott said, any further discussion? If not, all in favor of the motion indicate by voting yes, opposed no. Motion carries.

Commissioner Center said, and Mr. Chairman do I need to make a formal motion to postpone the second portion or is it automatically postponed?

County Attorney Hart said, well it hadn't -- it -- since there's no motion being made, you know --

Commissioner Center said, okay.

County Attorney Hart said, -- then I don't think you need to take any action.

Chairman Scott said, okay. Okay.

ACTION OF THE BOARD:

Commissioner Center moved the Board approve salary adjustments for the five county-paid assistant district attorneys and authorize the necessary budget transfers of \$31,000 to accommodate that. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: IX-5

AGENDA DATE: January 17, 2014

TO: Board of Commissioners

THRU: R. E. Abolt, County Manager

FROM: Carolyn A. Smalls, Human Resources Director

ISSUE:

Board consideration of the District Attorney's request for salary adjustments for county-paid assistant district attorneys and to tie future pay increases to the county's pay plan.

BACKGROUND:

The District Attorney's Office includes assistant district attorneys (ADA) that are paid by the county and ones that are paid by the State of Georgia. Previously, the District Attorney's Office adopted a step pay plan similar to the pay plan adopted by the State of Georgia for granting increases to assistant district attorneys. At that time, a decision was made that county-paid ADAs would receive pay increases when the State awarded pay increases to state-paid ADAs, and that county-paid ADAs would not receive pay increases granted to County employees.

FACTS AND FINDINGS:

1. The District Attorney is requesting that the Board approve the following:
 - a. A 2.5% cost-of-living adjustment (COLA) to county-paid ADAs.
 - b. Salary adjustments for county-paid ADAs whose salaries have been identified as internally inequitable.
 - c. Tie future pay increases for county-paid ADAS to the county's pay plan.
2. The salaries of state-paid ADAs are generally higher than those of county-paid ADAs because they receive a county supplement in addition to their base pay.
3. From 2008 to 2012, neither state-paid nor county-paid ADAs received a general pay increase. In July 2013, the State adopted a new pay table for state-paid ADAs that retained the same number of steps but added half-steps between them. State-paid ADAs received a step increase, but county-paid ADAs did not receive one because the increases were not included in the District Attorney's budget.
4. At the December 20, 2013 Commission Meeting, the District Attorney requested that the Board approve a revised pay plan and grant salary adjustments that would effectively place ADAs on the step of the pay plan they would have attained had they been receiving annual increases. The Board referred the agenda item to staff for review and recommendation.
5. Human Resources staff subsequently reviewed the proposed salary adjustments, and recommends that the Board consider the District Attorney's request to grant county-paid ADAs a 2.5% COLA effective January 1, 2014 and to approve salary adjustments to identified positions whose salaries have become internally inequitable over time.
6. The annual cost of the pay adjustments is \$99,555. The cost for the remainder of FY 2014 is \$47,778.
7. The District Attorney elects that future pay increases for county-paid ADAS will coincide with increases for county employees instead of increases for state employees. However,

she will need to decide whether to retain a separate step pay plan for ADAs as is currently in place or to include ADAs in the proposed county merit pay plan, as ADAs would not be eligible to receive both increases. The District Attorney understands that any salary increases awarded will be contingent upon the Commission approve salary increases for general county employees.

8. If the District Attorney elects to retain a separate pay plan, she plans to consult with Human Resources staff regarding revising the pay plan in conjunction with the FY 2015 budget process.
9. Employees who work under the direction of the District Attorney are not covered by the County's Personnel Ordinance and Procedure Manual. The District Attorney would like to continue this practice. It is the recommendation of the Human Resources Director that employees of the District Attorney's Office be covered under the Personnel Ordinance and Procedures Manual.

FUNDING:

Funds are available in the adopted FY2014 budget. Recurring funds are budgeted for COLA adjustments in Department 1009996. These funds would be transferred to the District Attorney's budget if the Board approves the District Attorney's request.

POLICY ANALYSIS:

The Board's approval is required to amend departmental budgets and salary line items. The requested salary adjustments will reward ADAs for their service to the county and restore internal equity among staff.

ALTERNATIVES:

1. Approve the salary adjustments for County-paid ADAs and authorize the necessary budget transfers, and approve the District Attorney's request to tie future pay increases to the county's pay plan contingent upon the District Attorney's Office being governed by the county's Personnel Ordinance and Procedures Manual.
2. Approve the salary adjustments for county-paid ADAs and authorize the necessary budget transfers, and approve the District Attorney's request to tie future pay increases to the county's pay plan.
3. Provide staff with other direction.

RECOMMENDATION:

Board consideration.

=====

6. REQUEST CONCEPTUAL APPROVAL FROM BOARD OF INTERGOVERNMENTAL AGREEMENT WITH THE CITY OF SAVANNAH FOR THE OPERATION OF RECORDER'S COURT. AFTER CONCEPTUAL APPROVAL, STAFF WILL MEET WITH CITY OF SAVANNAH STAFF TO DISCUSS COUNTY'S POSITION.

Chairman Scott said, item 6, and this is the request to obtain the Board's conceptual approval of an Intergovernmental Agreement with the City of Savannah to fairly allocate the operating costs of the Recorder's Court of Chatham County. After the conceptual agreement that y'all have been presented is approved, staff will then meet with the City of Savannah for further discussion to clarify the County's position on this matter, and will report back to us once this is completed.

County Manager Abolt said, Mr. -- Mr. Chairman, by way of introduction as you have said so correctly in -- in the title, this is a negotiation process. Staff did not feel as if it would be appropriate for us to present anything to, in this case, our partner in Recorder's Court absent some conceptual confirmation of the direction you were looking at going. So it's important, realize you're not approving the final agreement, but you're saying that what's in the agreement, either in this form, or the way in which you wish to modify would be suitable, and Ms. Cramer, Assistant County Manager has led this and can answer questions as to what's before you today, and answer -- and in effect deal with any conceptual changes you may wish to make.

Chairman Scott said, Assistant Manager Cramer you?

Assistant County Manager Linda Cramer said, good morning. Yes, we've been working on this revised agreement since -- I believe we got the agreement from the City in July, August this past year. The agreement that the City sent over basically took the prior practices and wrote them down and as staff worked on this agreement, we felt like we needed to revise the allocation methodology to more accurately reflect the caseload

volume of the court and felt like the county's cost should be attributed to that caseload volume. So you do see a little bit of a difference in what we've done before and in what we're proposing now. Previously the costs had been allocated based on the revenues that were collected. Staff felt like revenue collections could possibly not be very accurate because, you know, as you know, in the past year, the court has engaged a collection agency. So, you know, you're not always collecting the revenues or the fines that you're imposing, so we felt like we would look at caseload volume, and then there was -- in the agreement we've -- we've moved into a cost center methodology to allocate the costs of the court.

Chairman Scott said, have any questions?

Commissioner Kicklighter said, no, a comment. Just a comment.

Chairman Scott said, go ahead.

Commissioner Kicklighter said, I just --

Chairman Scott said, recognize the Commissioner from the 7th District, Commissioner Kicklighter.

Commissioner Kicklighter said, I just want to commend the staff, as well as the Chairman for bringing this forward and putting it on the agenda. This is something I've kind of clamored for for quite a while. It will put our expenses in line with the amount of work performed for the unincorporated area residents. Up to this point the residents of the unincorporated area has been subsidizing the cost to operate this Court for the citizens of Savannah, and this is just simply the right thing to do, so I commend y'all for bringing it forward and actually putting it on the agenda.

Chairman Scott said, okay. Commissioner Center and Commissioner Farrell in that order.

Commissioner Center said, thank you, Mr. Chairman. I too look forward to this new contract. I have a couple of questions, maybe the County Attorney or -- or the County Manager. When we approve a conceptual approval, that just means --

Chairman Scott said, the Assistant County Manager come back to the well, please.

Commissioner Center said, we're -- we're putting the -- the impact of the Commission with your work when -- but if we don't like the details later then --

County Manager Abolt said, yes, sir. Conceptually means you're not committed to the verbiage, but if we're going in the wrong direction we want to hear this now, so when we come back with any additional specificity, it will be generally suitable to you, but as you do so well in private practice, this is a negotiation.

Commissioner Center said, all right. Because I -- I was very much encouraged, you know, the -- in my year -- let me back up, in my year on the Commission, there's been a lot of talk among the Commissioners about our agreements, not just with the City of Savannah but all municipalities, but particularly the City of Savannah. Commissioner Kicklighter has always talked about the police agreement, and -- and I, because I'm in the legal system, have -- have looked at the Recorder's Court agreement, and I have all the agreements with the City of Savannah with us. I've read through them. I would encourage that staff meet with the Commissioners who are interested and get our input also on -- on details of this before anything's agreed to because we have ideas we would like to put into this contract.

County Manager Abolt said, may I suggest that that would come forward either at this time or as a group -- individual Commissioners thoughts would be aired with your fellow Commissioners. We don't -- we don't want to in effect be dealing with a bifurcated conceptual thoughts, and again, in your private practice, you understand the consequence of this, that the substantive issue is of great consequence, and we -- we want to be able to go forward knowing at least conceptually this Board agrees to it. That's what today's all about. I -- I would not want to create a -- a situation where there was uncertainty conceptually on the direction that we're taking, and that that would be expressed on a one on one basis versus among y'all.

Commissioner Center said, okay. So you would prefer me ask my questions now or --

County Manager Abolt said, yes, sir.

Commissioner Center said, -- poll my Commissioners --

County Manager Abolt said, I would prefer this Board again using that term conceptually would say you like it or you don't like it, but I do not want to go forward to the City folks and then find that -- that our bosses don't like it.

Chairman Scott said, that's really the purpose of putting it on the agenda, for the Commissioners to question it and to have input and to -- if they don't like it, then to make further suggestions.

Commissioner Center said, all right. Well, let me say, 'cause I -- I haven't read the actual agreement that's proposed, but -- and I'm sure that it's taken in -- into concept, but as I looked at our relationship with the City, visa vis the Recorder's Court only, I notice that the County pays for the sheriffs that are there --

County Attorney Hart said, correct.

Commissioner Center said, -- to protect the courtroom and the citizens, and the County pays for the District Attorney, which is required to be there to prosecute the cases. The County pays for the Public Defender, and since, and I'm sure it's in there already, we -- we have rent; we have utilities, and all I know is that the City is paying the Judges. So I just want to make sure that all these costs are in there and --

County Manager Abolt said, I can assure they will be.

Commissioner Center said, -- and figured.

County Manager Abolt said, and plus give credit to the Sheriff, as the -- the Chairman eluded on -- on the jail situation, he fully participated as recently as this week to bring to our attention, Ms. Cramer and myself, the inequity. So when we go forward, I'm confident that on our side of it, all of those that have some cost commitment will be a part of it, but it's real important like the Chairman said. If we're not taking the right approach conceptually, tell us now.

County Attorney Hart said, in -- in fairness to the City, they -- they do pay rent, and they do pay a lot of other associated costs. The problem is the -- the agreement has -- is so old, and the court has muffed -- morphed into so many different things, that there are expenses that have occurred since that last agreement that need to be allocated, and certainly the Sheriff, the DA, and indigent defense. The last agreement indigent defense didn't even exist, so those are costs that are absorbed, and they -- they got to be reflected in the use of the court.

Commissioner Center said, correct. As I read it, the last agreement, which is our only written agreement was 1961, and basically the County would rent property from the City. I think it was on Oglethorpe Street, 323 East Oglethorpe Street.

County Attorney Hart said, they rent from us now.

Commissioner Center said, we -- we have all agreements, but we haven't had a written agreement since then.

County Manager Abolt said, no, a one -- one page agreement.

Commissioner Center said, yeah. Y'all produced that for me. Yeah, well, I -- I -- I --

Chairman Scott said, much of the things that you've outlined is in this conceptual agreement.

Commissioner Center said, well then I -- I too, with Commissioner Kicklighter, commend the Chairman on actually taking a step towards this. Do you need -- are we still having discussions or you need a motion?

Chairman Scott said, no, we -- we still have discussions.

Commissioner Center said, okay.

Chairman Scott said, Commissioner Farrell.

Commissioner Farrell said, thank you. I just wanted to voice my support for this effort to modernize the cost share agreement with our municipality, a major municipality in this community that we share this courtroom with. Having documents dating back to 1961 and -- leads one to believe that it's time to do this, and I'm -- and I understand that I have indications that the City of Savannah feels that way also. So I'm very optimistic that we will have a -- a good, fair agreement towards all parties that -- that come out of this process.

Chairman Scott said, okay. Any further dis -- discussion? Commissioner Brady and then Commissioner Shabazz.

Commissioner Shabazz said, no, I'm saying --

Chairman Scott said, oh, I'm sorry.

Commissioner Brady said, I absolutely agree --

Chairman Scott said, Commissioner -- Commissioner Brady and then Commissioner Stone.

Commissioner Brady said, thank you, Mr. Chairman. I absolutely agree with Commissioner Farrell and -- and Commissioner Kicklighter in reference to the need for this conceptual agreement to equal out if you will the cost as far as, you know, what we're doing on behalf of the citizens of -- of Chatham County versus the City of Savannah. My question though is -- is what happens if we cannot come up to an agreed conceptual agreement?

County Manager Abolt said, well, you're using the term conceptual, conceptual comes from y'all.

Commissioner Brady said, or agreement.

County Manager Abolt said, you're saying you like it or you don't like it. If there's impasse, that has been a challenge in the past, and hopefully we'll not get there now. We have a change of administration in -- in the City Hall, and they are -- as referenced, they are interested in this. Some of it's prompted by LOST, other reasons, but we're equals on this, and that -- that sometimes is problematic because equals hopefully can agree. If they don't then I'll refer to the County Attorney to decide how we handle it, but I'm optimistic as y'all are and given the fact that a newly -- County Commission, and we are probably best poised since 1961 to renegotiate this.

Commissioner Brady said, so the bottom line is -- is that we'll present this to them, if -- if -- once we agree here on this conceptual agreement, and then we'll cross that bridge when we have to.

County Manager Abolt said, that's correct.

Commissioner Brady said, okay. Thank you, Mr. Chairman.

Chairman Scott said, Commissioner Stone from the 1st District.

Commissioner Stone said, thank you, Mr. Chairman.

Chairman Scott said, and then our Youth Commissioner, Hilliard.

Commissioner Stone said, thank you, Mr. --

Youth Commissioner Jamilah Hilliard said, what is --

Chairman Scott said, no, it's Commissioner Stone first and then you.

Youth Commissioner Hilliard said, oh. Okay.

Commissioner Stone said, thank you Mr. Chairman, and thank you for bringing this forward. I'm sure there are other agreements that probably are outdated and need to be addressed, and -- and your leadership has been -- has been very pivotal in that regard. In looking and reading through this agreement, also that something that because of the age of this with some of the laws that have changed, some of the mandates from the State, indigent defense, some of the changes that we're required by law to enforce, and to implement has put -- has participated -- I mean has -- has caused some of these changes to be necessary, and I really hope that the City of Savannah will take this very seriously and embrace this, because in going through it, the -- the formulas that you all have put in place seem very fair and I'm hoping that there will be an agreement on this, and Mr. Chairman, thank you.

Youth Commissioner Hilliard said, what is a Recorder's Court?

Chairman Scott said, I'm going to let the County Attorney practice over there.

County Attorney Hart said, okay. The Recorder's Court is -- is -- is a combination of a municipal court and a county court. Our Recorder's Court is unique, like a lot of things in Chatham County in that it combines both the city's court -- the old city court, and the county court, and it handles primarily traffic violations, misdemeanor cases, such as shoplifting or say somebody had marijuana on them or something like that, and it also does code enforcement, which, you know, if somebody violates the building code, and you ask them to repair something to get it within code and they don't, then a citation will be issued, and they're asked to come into court and explain to the Judge why they haven't complied with it. If they don't have a good reason, they'll probably be made to comply with it and then get to pay a fine on top of that. So it really handles lots of smaller cases. It also is a very valuable tool in keeping cases that do not merit the consideration in the State Court or Superior Court because they're -- they're matters that are simple enough they ought to be able to be resolved in a matter of minutes.

Chairman Scott said, I always refer to it as the entry level court. Of course most civil litigation take place in State Court and criminal litigation and divorces take place in Superior Court.

Youth Commissioner Howard said, thank you.

Commissioner Kicklighter said, Chairman?

Chairman Scott said, I got Commissioner Shabazz and then Commissioner Kicklighter.

Commissioner Shabazz said, good morning. I think this is good to have the meaningful discussion on the intergovernmental agreement with the City and the County. One of the reasons why I think so is because I don't want us to go into this agreement and then a year, two years down the road, we decide, we don't think this agreement is fair and we complain about it. When you say to fairly allocate operating costs, the bottom line is the amount of money that's input into this agreement by both County and the City. So in your estimation, is that on an equitable basis?

County Manager Abolt said, what we've -- permit me, what -- what you have here, sir, is a way to measure fairness. Fair -- fairness to us may be different than fairness for people further north on Bull Street, but in this case -- particular case, the use of cost centers --

Commissioner Shabazz said, okay.

County Manager Abolt said, -- and the quantification of costs each years, it -- it is pretty -- pretty -- it is pretty certain and exact as to fairness.

County Attorney Hart said, and -- and what we've tried to do is tie it to the actual cases in court so that you know how many on a docket are county cases, how many of them are city cases, how many city misdemeanors, county misdemeanors, right on down the line, and that way it's on a formula basis so that it can be recalculated every year. So if there's a huge shift, say, where the county all of the sudden started doing 500 more cases of misdemeanor cases, then that percentage would change so that the county would then pick up a greater percentage of the cost. On the other hand, if the opposite of that happened, there -- and it was a significant number, there would be a -- a modification the other direction. So the idea is that if we can put something in that can just self re-adjust every year by a calculation, hopefully, we won't have to come back for another 50 years.

Commissioner Shabazz said, right, but it's -- you're saying it's conceptual. It's conceptual. Is the City in agreement with this?

County Manager Abolt said, no -- no, sir. The -- the reason we use the term conceptual is we need to know from y'all do you in concept agree with the direction? If you say yes, which I think you're about ready to do, then we'll meet with our partners.

Commissioner Shabazz said, all right.

County Manager Abolt said, we did not want to go to them absent this conceptual approval.

County Attorney Hart said, I have met with the City Attorney, and to be quite frank, the City is -- is very interested in having a more modern agreement. Matter of fact, the original draft came from the City and then after we looked at it, you know, it's sort of a restatement of how we're doing business now that doesn't take into account a lot of other different things, plus there was no mechanism to change it every year, so what we've done is -- is try to put in an agreement that we think will, if -- if adopted, will reflect actual cost and can be modified as actual costs change.

Commissioner Shabazz said, okay.

Chairman Scott said, Commissioner Kicklighter.

Commissioner Kicklighter said, thank you, Mr. Chairman. To hopefully better explain it to people that might be watching at home and the Youth Commission sitting here. Right now when -- when we're talking the county, that's a big misconception. Even people that's lived here their whole lives, 70 years old or whatever, most people don't realize when we're talking splitting costs with the County and the City of Savannah that in most cases we're talking about the unincorporated area. Right now, and -- and for people at home that might not know, unincorporated area is any area in the County that is not in one of our cities. Okay, those folks pay a separate tax, and in a sense, we're their city government. What we did 50 however many years ago when this agreement took place was we said, those folks that does not live in a city, they're going to spend their money and combine this courtroom together with the City of Savannah. All these other cities, they have their own municipal courtrooms like this, but what they said back then was we're going to share the cost 50/50. And that happened for many years, and then they started actually for a brief while there paying based off of jail bookings, fine collections and things like that, but Savannah stopped doing that in 2009, I believe, is what the staff report said. An example of this is you have those unincorporated area people paying pretty much half for this service, but the City of Savannah books 68 percent of the people in the jail, while the unincorporated area residents book 8 percent of the people in the jail. City of Savannah booked -- collects 70.5 percent fines. They collect that much in Recorder's Court compared to the unincorporated area receiving 29.5 percent. So there's a huge discrepancy, and -- in the services that these unincorporated area residents are receiving for the amount that they're actually paying, so that's what this is a step in the right direction to fixing that. And with your permission, I will make a motion.

Chairman Scott said, you're so recognized.

Commissioner Kicklighter said, I will make a motion to approve this.

Commissioner Farrell said, second.

Commissioner Brady said, second.

Chairman Scott said, properly moved and second. Any further discussion? Let me just also point out if you -- if you were to go back and check the 1960 census, the City of Savannah had somewhere in the neighborhood of 90,000 people and the unincorporated area of the county was properly larger than the City of Savannah at that time, and -- and since then, if you look at the most recent estimate, we have 276,433 citizens in Chatham County, and of that, about 142,000 lives within the City of Savannah, and we have a roughly 90,000 who lives in the unincorporated area, and -- and that's pretty much the breakdown, and -- and the difference between the 140 that lives in the City and the 90,000, they're in the other seven municipalities, be it Garden City, Pooler,

etcetera, and -- and so that's just sort of information for the members of the Youth Commission. Is there any further discussion? Hearing none, all in favor of the motion indicate by voting yes, opposed no. Motion carries.

ACTION OF THE BOARD:

Commissioner Kicklighter moved to conceptually approve the Intergovernmental Agreement with the City of Savannah for the operation of Recorder's Court. Commissioners Farrell and Brady seconded the motion and it carried unanimously.

AGENDA ITEM: IX-6

AGENDA DATE: January 17, 2014

TO: Board of Commissioners

THRU: R. E. Abolt, County Manager

FROM: R. Jonathan Hart, County Attorney
Linda B. Cramer, Assistant County Attorney

ISSUE:

To obtain the Board's conceptual approval of an Intergovernmental Agreement with the City of Savannah to fairly allocate the operating costs of the Recorder's Court of Chatham County.

BACKGROUND:

In January 1961 the City of Savannah and Chatham County agreed to jointly operate and share the costs of the Recorder's Court of Chatham County. After fifty years the agreement expired. In August 2013 the City of Savannah sent the County a proposed memorandum of understanding that outlined a future cost sharing arrangement based on prior practices. The County has revised this agreement to more fairly allocate the operating costs of the Court, and a copy of the proposed Intergovernmental Agreement is attached (to the Clerk of Commission's original meeting file) for the Board's conceptual approval.

FACTS AND FINDINGS:

1. Since January 1961 the City of Savannah and Chatham County have been jointly operating and sharing the cost of the Recorder's Court of Chatham County. Costs were allocated among both parties annually based on amount of revenues collected within each jurisdiction, as monitored and recorded in the court's records.
2. Prior to 2009 the City provided the County with an annual reconciliation of calendar year costs for the court. The reconciliation would total up the annual costs paid by both parties during the calendar year, and then apply the revenue collection share percentage to determine the cost of the Court of each entity. Either the City or the County would then pay additional amounts based on the outcome of the reconciliation.
3. Historically the City of Savannah has borne a higher cost share for the court because the City has received more revenues from the court's operations. Recent data suggests that this trend continues. For example, in 2012 city fines were 70.5% of total court fine collections while the County's share was 29.5%. The City's higher revenue share indicates that the municipal caseload volume in the Court is higher than the unincorporated area's volume. Jail bookings statistics substantiate this assumption. The Sheriff's office reported in 2011 that City jail bookings represented 68% of total bookings at the Detention Center while unincorporated area bookings represented 8%.
4. Since 2009 the City has not reconciled the court's costs nor allocated costs based on the revenue share percentage. It is staff's belief that the County is paying a disproportionate share of the court's costs due to direct payments by the County for legally required indigent defense and for Sheriff deputies assigned for the court's safety and supervision. Internal calculations indicate that since 2009 the County's cost share has been between 45% to 48% per year. The County's fiscal year 2015 budget for Recorder's Court is \$2,041,082.
5. County staff has redrafted the proposed agreement to correct these perceived inequities. The Intergovernmental Agreement henceforth shares court costs based on three defined cost centers and each jurisdiction's caseload volume, not on revenue collections. The three cost centers established under the agreement are Felony, Misdemeanor, and Code Enforcement. Allowable court costs are defined and allocated to each cost center. The City and County would split the expense of each cost enter based on actual caseload volume as identified in court dockets. The annual reconciliation process would be reinstated.
6. During the year the City and County each directly pay for certain costs of the court, and this would continue. Most of the City's expenses (75%) are for staff salaries and benefits. All of the court's staff are City of Savannah employees. Over 37% of the County's payments during the year are for indigent defense services provided by 2 public defenders and by the

panel of attorneys. Other services provided by the County constitute another 36% of its costs and include courtroom security provided by the Sheriff, prisoner transport, and pre-trial services from the Public Defender's office.

7. Following the Board's conceptual approval of the Intergovernmental Agreement, County staff will forward the document to the City Manager's office so that the City can review and provide revisions to the agreement.
8. The County Attorney's office did inquire of the Recorder's Court Administrator for the purpose of determining accessibility of the data elements outlined within the agreement, but no feedback was received.

POLICY ANALYSIS:

The Recorder's Court of Chatham County was established by a Recorder's Court of the City of Savannah was expanded to include the County's unincorporated area and then renamed the Recorder's Court of Chatham County. Other area municipalities do not utilize this Court but instead operate their own municipal court. The County could reinstate its own "municipal" court by diverting related Court activities for the unincorporated area to Magistrate Court or a newly created court.

FUNDING:

The County's cost share for the Recorder's Court is budgeted in the Special Service District Fund.

ALTERNATIVES:

1. Provide conceptual approval of the Intergovernmental Agreement with the City of Savannah to fairly allocate the operating costs of the Recorder's Court of Chatham County, or
2. Provide staff with other direction.

RECOMMENDATION:

Staff recommends that Alternative 1 be adopted.

=====

X. ACTION CALENDAR

The Board can entertain one motion to adopt the below-listed calendar. Such motion would mean adoption of staff's recommendation. Any Board Member may choose to pull an item from the calendar and it would be considered separately.

Chairman Scott said, there's no other item for Individual Action, so we're now moving to the Action Calendar. Commissioner Center do you -- are you still desirous of pulling items off or are you --

Commissioner Center said, no, I -- I will not pull the items off.

Commissioner Kicklighter said, I would like to pull one.

Commissioner Shabazz said, I would like to discuss one.

Chairman Scott said, okay.

Commissioner Kicklighter said, 14 -- or I believe it's 14. The last one actually, N.

Commissioner Center said, next to the last one?

County Attorney Hart said, you say N?

Commissioner Kicklighter said, N as in Nancy, and discuss that separately if possible. 14-N.

Commissioner Shabazz said, N or M?

Commissioner Kicklighter said, N as in Nancy.

Commissioner Brady said, N as in Nancy.

Commissioner Shabazz said, okay.

Commissioner Thomas said, so you're saying 14-N.

Commissioner Kicklighter said, N. Yes, ma'am.

Chairman Scott said, okay. Any other comments on the Action Calendar before we entertain a motion?

Commissioner Stone said, I would --

Commissioner Shabazz said, I would like to pull this off, 14-M and discuss that. M not N.

Commissioner Stone said, Mr. Chairman, I have one. I would also like to make a couple of statements on number 5, please.

Chairman Scott said, well, we can -- we can make comments on all of them once we have a motion.

Commissioner Center said, which -- which one is 5?

Commissioner Stone said, it's about the agreement for the Chatham Water.

Commissioner Center said, may I make a motion on the rest of them?

Chairman Scott said, you may.

Commissioner Center said, okay.

Chairman Scott said, now you do understand that --

Commissioner Center said, yes.

Chairman Scott said, -- Commissioner Kicklighter --

Commissioner Center said, wanted to pull something.

Chairman Scott said, Commissioner Shabazz.

Commissioner Center said, well what I was going -- my motion was that we pass the Action Calendar except for Items 5 and Items 14-M and N and hold those for discussion.

Commissioner Shabazz said, I'm saying M.

Commissioner Center said, okay. Yeah. He said N, you said M, and she said 5, so I move that we pass the others except for those three items and then we discuss those.

Commissioner Kicklighter said, second.

Chairman Scott said, properly moved and second. Any further discussion on all Items on the Action Calendar with the exception of N, M and 5? Hearing none, all in favor indicate by voting yes, opposed no.

Chairman Scott said, okay. Let's start with the discussion on Item 5.

Commissioner Stone said, thank you --

Chairman Scott said, Commissioner Stone.

Commissioner Stone said, thank you, Mr. Chairman. This refers to the water service for the Parkersburg area in Isle of Hope, and in reading through the report, the first question I have is some of the residents out there have paid a water deposit, some of them have not, and I'm not sure whether that's going to stay the same or why some people had to pay as much as \$125, some people \$57. I wasn't sure what that was in reference to, and then also, it is recommending going from a flat fee which they're currently paying to an assessed fee based on consumption, and I -- I -- I want to make sure that that's not what we're voting on today, but if that's something for the future, I'm -- I'm certain that the residents need a heads up that this will change from a flat fee to a consumption-based fee. And I -- I want to -- I want to make sure that I'm very clear on what we're voting on today.

County Manager Abolt said, Ms. Cramer can answer. The focus here is, you know, we -- we have two utilities providing the services that traditionally in other parts of the county and most parts of the country your water and sewer provider are one, and the biggest problem y'all remember and particularly in years passed is when -- when people are provided -- when a utility is providing both service, and a person elects not to pay for sewer, they cut the water off. We provide the sewer, and we can't cut the water off. So that's -- that's really the base reason I got into it from the standpoint of wanting to correct it, and Ms. Cramer's done a super job of dealing with the current provider of water service, looking at improving overall customer service. Ms. Cramer.

Chairman Scott said, Mr. Manager, though, but, the other thing for clarification, the County does not treat sewer.

County Manager Abolt said, no, sir.

Chairman Scott said, and -- and so when we say we provide sewer, we provide it through a contract with the

City of Savannah.

Commissioner Stone said, right.

County Manager Abolt said, we collect it.

Chairman Scott said, and transfer it to the City of Savannah.

County Attorney Hart said, they pay for it.

Commissioner Stone said, I -- I understand, I just -- those were my two concerns, the -- the difference in the deposit and some people paying none, and is that going to change? Number two, that what we're not voting on, I just want to make sure, we're not voting on any other changes and how they're assessed at this time so that the residents will be aware that there will be future changes, but it's not being voted on today.

Chairman Scott said, and -- and also you must understand that when the City of Savannah goes up on their sewer costs, it's nothing that we can do but pass it through.

Commissioner Stone said, I -- I understand that, but it's going to be an -- a different way of assessing the residents out there. It's going to change from a flat fee to a consumption-based fee, and that hasn't been done before.

County Attorney Hart said, I don't know anywhere else that does it by a flat fee anymore.

Commissioner Stone said, I -- I'm -- I'm not -- I'm not arguing that point. What I want to make certain of is what we're voting on today so that, you know, as we go forward that I can let the residents know that there will be some changes.

Chairman Scott said, okay. Commissioner Center did you have something?

Commissioner Center said, I -- I think my question was incorporated in -- in Helen's comments.

Chairman Scott said, Assistant County Manager Cramer.

Assistant County Manager Cramer said, yes, just to clarify. We are not asking you to change the county's sewer fees today or the deposit amounts. The county water system has been pieced together over a number of years, and there were different deposit amounts charged as we go through those years, so, you know, probably 20 years ago we might have had a -- a sewer fee deposit in this area of maybe \$50, and that's increased as we've gone through the years, and we've experienced cost increases in the sewer rates. So what we would do is we would increase the deposit amount as those costs go up. So you may see differentials between one person's deposit or not having a deposit or having a deposit because, you know, they've been long-time customers.

Commissioner Stone said, right.

Assistant County Manager Cramer said, so that would be the reason for the -- the deposits. Now we're not -- we're not changing any -- any of our -- any of our rates, any of our procedures in -- in regards to holding the deposits. We're just changing who's going to do the billing and collection for the system. The county provides the infrastructure in the Parkersburg area for sewer collection, and that's what our sewer fees charge for. In most water systems where there is water and sewer, you would charge for sewer treatment based on the amount of water that you -- that -- that, you know, is pumped into the house. It's an incremental rate, and we do that with our other water customers here in the county. We have not been able to do that in the Parkersburg area because we don't bill the water. The water system there is handled by Chatham Water Company, and so what we're recommending here is to piggy back on their billing process. We'll look within the next year at whether we should charge the sewer rates based on consumption, but we're not asking that today.

Commissioner Stone said, I just wanted to make sure that --

Chairman Scott said, in other words, we're -- we're just doing the contract with the private sector to do our billing.

Assistant County Manager Cramer said, that's correct.

Commissioner Stone said, thank you, Mr. Chairman.

Commissioner Center said, may I make a motion?

Chairman Scott said, any further discussion? I recognize Commissioner Stone for the purpose of a motion since she held this item.

Commissioner Stone said, okay. Thank you, Mr. Chairman, then I'm going to move for approval.

Commissioner Center said, I second.

Commissioner Shabazz said, second.

Commissioner Thomas said, second.

Chairman Scott said, properly moved and second. All in favor of the motion indicate by voting yes, opposed no. Five is approved. The next item that we asked to pull off is M, and Commissioner Shabazz, since you asked that this be voted on separately --

Commissioner Shabazz said, yes.

Chairman Scott said, -- I recognize you to explain your objections.

Commissioner Shabazz said, yes. The Corizon Health Company, Incorporated. They're going to be providing the health -- health care for the inmates at the Chatham County Detention Center.

County Attorney Hart said, correct.

Chairman Scott said, they're currently.

Commissioner Shabazz said, currently.

Chairman Scott said, they're the current contractor.

Commissioner Shabazz said, right, and also I -- I recognized you said there was a savings in -- in -- in choosing going with this particular vendor, but I wanted to know, is there anyone here to represent this company here today.

Chairman Scott said, there wouldn't -- wouldn't be any reason --

Commissioner Shabazz said, okay.

Chairman Scott said, to -- they -- they were here because what purchasing -- how this came about is that I guess almost a year ago, I asked to look at various contracts that were big ticket type contracts.

Commissioner Shabazz said, mm-hmm.

Chairman Scott said, and this was one of them, and with a discussion with County Manager and the Assistant County Manager, we decided that since this contract had expired, rather than extending it with -- which we could have, and the contract would have allowed us to continue to extend it on a yearly basis, we decided to rebid it. Because of costs, we were just spending too much money on health care costs in everybody's opinion, and so we actually had purchasing to rebid this, and they put this proposal out and received a number of proposals. I don't remember how many, but I -- it was at least -- at least five or six proposals from different companies, and this was the low bidder. And then we decided that the low bidder was too high, and we instructed staff to negotiate with the low bidder to see if we could further reduce costs and the staff did, and they did a -- a tremendous job, and it also, in the review process, the Sheriff department was represented --

Commissioner Shabazz said, mm-hmm.

Chairman Scott said, -- and participated and the County staff and purchasing participated, and this is their recommendation, and it's a cost savings of some \$700,000 to the tax payers of Chatham County.

County Manager Abolt said, good deal.

Commissioner Shabazz said, okay. What are the -- with this contract, will they have any subcontracts with this?

Chairman Scott said, oh, I -- I'm sure, but we don't control those. We don't bid the -- the subs. They -- they bring on the subs to -- whatever it takes to carry out and implement the contract as bid and as -- as negotiated.

County Attorney Hart said, typically what they'll do is they'll go out in the community and contract with -- with physicians or have physicians that specialize in -- in prison medicine that were -- are willing to move here and provide the service. Same with the RNs.

Commissioner Shabazz said, right, but in terms of local and minority participation with this particular contract, that's what -- that's what I'm --

Chairman Scott said, I'm -- I'm sure there will be local and minority participation based on the county's requirement in the contract.

Commissioner Shabazz said, okay.

County Attorney Hart said, always has been.

Chairman Scott said, yeah. There have to be.

Commissioner Shabazz said, all right.

Chairman Scott said, yeah.

Commissioner Shabazz said, thank you.

Chairman Scott said, Commissioner Stone, Commissioner Center.

Commissioner Stone said, thank you, Mr. Chairman. I'm going to ask this question, and I -- I -- I believe I know the answer, but I assume that this is a better program than what the Association of County Commissioners offers for -- for jail health care.

County Manager Abolt said, we -- we found in the passed that the ACCG program is not reflective of our needs. The Sheriff and his personnel have gone through that. This is a solicitation process equal to all, and -- and the firms that bid proposed are very reliable. And we just didn't -- in this particular area, and you'll remember over the years, we've never been able to find in whatever the ACCG may have offered at the time that their program and their level of service would meet the needs.

Commissioner Stone said, okay. I was just curious because I know that they offer a program that is widely used throughout the state, and I was wondering what --

County Attorney Hart said, it has great advantage to the smaller communities because they have buying power to -- to negotiate, but when you get to somebody our size or somebody the size of say Cobb County, we have the same buying power, so the question is do you want to pay a commission and give up part of your buying power to somebody else, so that's usually the reason we have opted out of that.

Chairman Scott said, and if you look at all the large counties, none of them -- or all of them are using one of the six contractors that bid on this -- this firm.

Commissioner Stone said, I was just curious.

Chairman Scott said, Cobb, Fulton --

County Attorney Hart said, they're --

Chairman Scott said, -- DeKalb.

Commissioner Stone said, I -- I --

County Attorney Hart said, for smaller counties they got a great system. ACCG does an excellent job on that.

Chairman Scott said, yeah.

Commissioner Stone said, I was just want to make sure we weren't missing out on something. Thank you.

Chairman Scott said, okay. Commissioner Center then Commissioner Farrell.

Commissioner Center said, thank you, Mr. Chairman. Let me commend the Sheriff and staff and the Chair on saving \$700,000. I -- I wanted to ask, and I guess the County Attorney -- this annual contract of \$5 million for health care for inmate health services, we are required by laws either on the state or federal level to provide this -- these health services?

County Attorney Hart said, yes, sir. The -- the contract is set up to meet all the requirements of federal law and to provide the services that we -- we need. It -- it has a couple advantages to it in that if there is a mistake made by the staff, physician malpractice for example, that is their expense not ours. So it limits our cost in that way, and then there's a catastrophic provision in it that if we have someone that is critically ill for the long term, you know, they -- it's not like your insurance policy that may have a cap on it of \$1 million.

Commissioner Center said, so once a person is arrested or booked into our detention center, we are beyond our authority mandated to care for them -- care for their health. Is that correct?

County Attorney Hart said, once the Sheriff --

Chairman Scott said, once -- once they are booked, we are responsible for their health care.

County Attorney Hart said, once the Sheriff accepts them.

Commissioner Center said, so it's better than the Affordable Care Act to be arrested on a health care basis.

County Attorney Hart said, oh yeah. It's 100 percent reimbursed.

Commissioner Center said, and -- and by contracting with -- with a -- with a contractor, we -- we have no liability for the civil end if something goes wrong is what you're saying.

County Attorney Hart said, correct. Unless -- you know, unless we are monumentally at fault for something that has never happened.

Commissioner Center said, right. And -- and I -- I would assume there are very few people who are booked who would -- who would be -- who would incur medical services have their own money, but do we in any way bill these people in case they do have money for their medical services?

County Attorney Hart said, yes, sir. We -- we -- we try to do that. The -- the fact of the matter is most of them are uninsured, most of them have poor health. A lot of them have chronic conditions, and, you know, you don't get to select the population of your prisoners that you wish to take care of. They select themselves.

Commissioner Center said, but -- but I mean it's something we have to do because higher authorities make us do it.

County Manager Abolt said, yes.

Commissioner Center said, thank you.

Chairman Scott said, I -- I will add one further thing that -- to -- to answer your question, we -- if -- if we book somebody and they're eligible for Medicare or Medicaid, we do make an attempt to bill the federal government for their Medicaid, Medicare payments at the level in which they pay for procedures.

Commissioner Kicklighter said, that's not a huge part of our population.

Chairman Scott said, it -- it -- it could be greater under the new health care act really. It could be. Commissioner Farrell.

Commissioner Farrell said, yeah. To -- to look at it another way, it -- it's the bargain basement price of \$13,902 a day, 365 days a year to take care of inmate health at the Chatham County Detention Center.

Chairman Scott said, and your bottom line is what drove me to ask that this be rebid because it was costing --

Commissioner Farrell said, per day.

Chairman Scott said, -- it was costing 14 something.

Commissioner Center asked, you ready for a motion?

Chairman Scott said, any further --

Commissioner Farrell said, staggering amount of money.

Chairman Scott said, Commissioner Kicklighter.

Commissioner Kicklighter said, thank you, Mr. Chairman. I'd like to commend you and staff for negotiating and getting this price lower. This is something that is mandated by the government that's above us, so thanks for doing what you did to get the price as low as possible. With that I will make a motion to approve.

Commissioner Thomas said, second, Mr. Chairman.

Commissioner Brady said, second.

Chairman Scott said, properly moved and second, and let me just say for discussion. It was really the Assistant Manager Kaigler and the County Manager who really spearheaded this negotiation. I was not involved in negotiation, although I -- was briefed on it frequently because I had set a target to try to achieve in savings, and they were able to -- to achieve that target, and --

County Manager Abolt said, if I may Mr. Chairman, though, I don't want to diminish your -- your role in the overall budgeting and control of our partnership with the Sheriff. It isn't just this. The budget that y'all adopted that came along through this leadership of the Chairman and Sheriff St. Lawrence, and Mr. Kaigler and I may have been part of it, but we were there because the folks wanted it to happen, and in this case the folks that wanted it to happen were Chairman Scott and Sheriff St. Lawrence.

Chairman Scott said, all in favor of the motion, if there's no further discussion, indicate by voting yes, opposed no. Motion carries. We've got M out of the way, and now we'll move to Item N, and I'd recognize Commissioner Kicklighter who asked that this be held.

Commissioner Kicklighter said, thank you, Mr. Chairman. Just wanted to mention that Judge Stone, when we sat down here today, there was a letter here for all of us from Judge Stone dated January 16th, and I wanted to

recognize that she stated that the Juvenile Court will cooperate fully with the County consultant, and went on to say if the county chooses to contract -- contract with the consultant, she would ask that all portions of the code be included in the study. She goes on to mention how in addition to the delinquency requirements the mandates of the new code increase the fiscal responsibility of Chatham County Juvenile -- Juvenile Court personnel, the court time, administrative needs and dependency. Anyway, I won't go through all of these 'cause we all have them, but under new dependency requirements, she has ten different sections that she would recommend be included in this audit to find out exactly what, you know, I guess the State of Georgia is mandating on -- on us with regards to expenses. Under the children in need of services, she has eleven different areas here cited that she would recommend we go ahead and kind of audit and find out, you know, exactly what mandates, unfunded mandates are being placed on us. So I don't know if we can somehow amend the motion to include --

County Manager Abolt said, I -- I would not.

Chairman Scott said, no, we do not.

County Manager Abolt said, I -- I'd go ahead with what you have. As you know, this is a -- a two department audit involving the District Attorney, and what -- we want to put you is in the best position when you look at budget requests for 2015 to know what's going on, and I would -- we have a copy of it. Mr. Hinely has a copy of it. We'll work with the consultant on it, and I know there's another audit going on in -- in Juvenile Court, but we'll be able to respond if it's possible to the auditors -- auditees.

Commissioner Kicklighter said, okay, well then -- then if that's the case on there, I just want for the record and for Judge Stone and the Juvenile Court system to know that we are open to the -- this consulting firm speaking with them and adding additional items in as -- as, you know, possible, so.

County Manager Abolt said, as -- as well as the DA.

Commissioner Kicklighter said, right.

Commissioner Stone said, Mr. Chairman?

Chairman Scott said, Commissioner Stone.

Commissioner Stone said, thank you. That brings up a concern of mine. I mean I've always found the Juvenile Court to be in compliance with whatever we ask them to do, but in her letter is -- are we only addressing, it sounds like one component, and if we are going to address all the components of the code, is that going to cost more than \$39,000?

County Manager Abolt said, that's why I'm very reluctant to just immediately embrace whatever she requested at the last minute. The issue is -- here is to give you information before you adopt the budget on what additional costs there might be as a result of legislation dated last year. That -- that's it pure and simple.

Commissioner Stone said, but -- but --

Chairman Scott said, let me --

County Manager Abolt said, go ahead. I'm sorry.

Commissioner Stone said, I mean my concern is are we going to get the big picture if we're only going to get one component --

County Manager Abolt said, well --

Commissioner Stone said, -- and is -- is this really the way that we should go about this audit if -- if we're only getting one portion of it, and I --

County Manager Abolt said, the genesis of the audit was driven by a request to fund an additional assistant district attorney.

Chairman Scott said, yeah.

Commissioner Stone said, I -- I understand --

Chairman Scott said, let me -- let me -- let me speak to that. Now, there was no request from Judge Stone to audit her department until the Manager sent the letter and asked if she could identify cost savings to fund an assistant DA who was now responsible for doing work that her department was currently doing. We got a letter back saying that we can find zero savings. Zero savings at the Juvenile Court to fund anything, and in fact, we may even need to request for a budget increase. Okay? Now she didn't ask -- in that letter she didn't say please come audit these items.

Commissioner Thomas said, right.

Chairman Scott said, she said, no, we're no longer doing the work, yes the work have been transferred to the DA, but no I can't find a red penny in this entire department to fund anything. Well, that led me to -- to say to the management that maybe we need to look for the pennies. If you've had a work shift and it's obvious your work load has been transferred to the DA, how were you funding that work load, and -- and what she said by additional mandates by the State I have taken on new responsibilities, therefore, there is no savings, and -- and that's fine, and chances are that's correct, but we are the ones who have to levy millage rates, and I always say there are only one tax payer, and that's the homeowners for the most part, with the exception of LOST, and so I -- I just suggested to staff, and staff recommended that we -- that we do an audit to really take a look at it, and we really need this because I can assure you that there will be requests for additional funds, and so that's how we got here.

Commissioner Stone said, but I guess my question is will this audit tell us the whole picture? That's my concern.

Chairman Scott said, well, it -- it may not tell us everything that she would like for us to look at, but I think it's going to answer our question that -- our original request that we made of the department.

County Manager Abolt said, yes, sir.

Commissioner Kicklighter said, and if -- if I may, it would be my hope after sitting here listening, if they're auditing to find out if monies are available, during a discussion with Judge Stone, all that should come into play.

Chairman Scott said, all --

Commissioner Kicklighter said, I mean it should -- it should --

Chairman Scott said, it -- it will come into play. It will come into play. You can't --

Commissioner Kicklighter said, -- come right into play and be taken into account when we're talking that, so.

Commissioner Farrell said, you know she's going to tell them.

Commissioner Kicklighter said, and I just want, you know, for the public to know also on that that I'll just say -- state what -- at the beginning of this says they will cooperate fully with this, and as the Chairman stated it very -- most probably will come up that the monies are needed because of the new state mandates, so this is going to be a good thing that will help the judges explain the monies that they're requesting from tax payers and us when we're ultimately held accountable. So, with that, with your permission, I would make a motion to approve.

Commissioner Brady said, second.

Chairman Scott said, properly moved and second. Any further discussion? Hearing none, all in favor of the motion indicate by voting I, opposed no. And -- the motion carries.

ACTION OF THE BOARD:

- a. Commissioner Center moved to approve the Action Calendar, Items 1 through 14 and under Item 14, Items A through N with the exception of Items 5, 14-M and 14-N. Commissioner Kicklighter seconded the motion and it carried unanimously.
- b. Commissioner Stone moved to approve Item 5, a services agreement with Chatham Water Company for collection of County sewer service fees in the Parkersburg area. Commissioners Center, Shabazz and Thomas seconded the motion and it carried unanimously.
- c. Commissioner Kicklighter moved to approve Item 14-M, award an annual contract with renewal options for four (4) additional one (1) year terms, to Corizon Health, Inc., of Brentwood, Tenn., to provide inmate health care services at a monthly cost of \$422,852 for a total year one (1) annual cost of \$5,074,224. Commissioners Thomas and Brady seconded the motion and it carried unanimously.
- d. Commissioner Kicklighter moved to approve Item 14-N, a \$39,500 professional services contract with TATC Consulting, Inc., to identify and perform an objective review of how the Georgia Juvenile Justice Reform Act (Georgia House Bill 242) will affect the responsibilities of the Chatham County Juvenile Court, the District Attorney's Office and any other part of the Chatham County Government. Commissioner Brady seconded the motion and it carried in an 8-1 vote with Commissioner Center voting no.

=====

[NOTE: ACTION OF THE BOARD IS SHOWN ON EACH ITEM AS THOUGH AN INDIVIDUAL MOTION WAS MADE THEREON.]

=====

1. APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF DECEMBER 20, 2013, AS MAILED.

ACTION OF THE BOARD:

Commissioner Center moved to approve the minutes of the regular meeting of December 20, 2013, as mailed. Commissioner Kicklighter seconded the motion and it carried unanimously.

=====

2. CLAIMS VS. CHATHAM COUNTY FOR THE PERIOD DECEMBER 12, 2013 THROUGH JANUARY 3, 2014.

ACTION OF THE BOARD:

Commissioner Center moved to authorize the Finance Director to pay the claims against the County for the period December 12, 2013 through January 3, 2014, in the amount of \$13,973,321. Commissioner Kicklighter seconded the motion and it carried unanimously.

=====

3. REQUEST BOARD CONFIRM THE DAYS AND TIMES FOR THE REGULAR COMMISSION MEETINGS FOR 2014. THE BOARD TENTATIVELY ADOPTED THE CALENDAR AT THE DECEMBER 20, 2013, MEETING.

ACTION OF THE BOARD:

Commissioner Center moved for approval to set the days and times for the regular Commission Meetings for 2014. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-3
AGENDA DATE: January 17, 2014

TO: Board of Commissioners
FROM: R.E. Abolt, County Manager

ISSUE:
 To set the days and time for regular Commission meetings for 2014. The Board will be asked to confirm adoption of the calendar at the first meeting of 2014.

BACKGROUND:

The County's Enabling Act requires the action be taken during the first meeting of the Board each year.

FACTS AND FINDINGS:

1. The Enabling Act states:
The Board of Commissioners shall hold two regular meetings each month except as may otherwise be determined by the Board of Commissioners, as the County seat for all matters requiring action of an administrative or policy nature, and for all matters advertised or scheduled for hearing in which the public will be asked to speak for or against the items under consideration, which meetings shall be open to the public. At the first meeting of the Board of Commissioners in January of each year, the Board of Commissioners shall set the days and the time when it will hold its regular meetings. Meeting hours for the public hearings may be changed by action of the Board of Commissioners and may be held at such hour as stated in the public notice of the date and time of such hearing. Special or additional meetings may be held as necessary upon call of the Chairman or any five members of the Board of Commissioners, provided all members of the Board of Commissioners have been notified at least 24 hours in advance of such special or additional meeting, and such notice shall specify the subject matter to be considered.
2. The Commission has met on the second and fourth Fridays of the month in the past except in January, November and December. When possible, the Board holds one meeting during the month of January. The meetings in November and December are held on the first and

third Fridays to allow for the holidays. Changing to the first and third Fridays in November and December will allow at least two weeks between meetings.

3. The Chamber will hold Savannah-Chatham Day in Atlanta on January 30, 2014. This will not conflict with the second and fourth Friday schedule.
4. The ACCG Capitol Connection Conference will be February 3-4, 2014. This will not be a conflict.
5. The NACo Legislative Conference will be March 1-5, 2014, in Washington, D.C. This will not conflict with the second and fourth Friday schedule.
6. The ACCG Annual Meeting will be April 12-14, 2014 in Chatham County. This will not be a conflict.
7. In 1998 the Board asked that in future years meetings not be scheduled on Good Friday. In 2014 Good Friday will be on April 18th. This will not conflict with the second and fourth Friday schedule.
8. The NACo Annual Conference will be July 11 - 14, 2014, in New Orleans, Louisiana. This will conflict with the second and fourth Friday schedule, but should not pose a quorum problem.
9. The ACCG Legislative Leadership Conference will be October 9-10, 2014, in Athens. This will be a conflict, but should not pose a quorum problem.
10. Currently the pre-meeting is scheduled for 9:00 a.m. to be followed immediately by the regular meeting, generally at 9:30 a.m.
11. A calendar showing County holidays for 2014 and tentative Commission meeting dates is attached to the original staff report in the Clerk of Commission's meeting file.

ALTERNATIVES:

1. Set meeting time to immediately follow 9:00 a.m. pre-meeting and set dates for January 17th, the second and fourth Fridays in February through October and first and third Fridays in November and December, schedule to be confirmed at first meeting of the year, January 17, 2014.
2. Set meeting time and dates as designated by Commissioners, schedule to be confirmed at first meeting of the year, January 17, 2014.

POLICY ANALYSIS:

Compliance with the Enabling Act.

FUNDING:

Not applicable.

RECOMMENDATION:

Alternative #1.

=====

4. REQUEST BOARD APPROVAL OF THE FISCAL YEAR 2014/2015 BUDGET ADOPTION AND MILLAGE LEVY CALENDAR, AND SET A DATE FOR THE BUDGET GOALS SESSION/RETREAT.

ACTION OF THE BOARD:

Commissioner Center moved for approval of the fiscal year 2014/2015 budget adoption and millage levy calendar. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-4

AGENDA DATE: January 17, 2014

TO: Board of Commissioners

THRU: R. E. Abolt, County Manager

FROM: Amy Davis, Finance Director

ISSUES:

To request Board approval of the Fiscal Year 2014/2015 Budget Adoption and Millage Levy Calendar, and set a date for the Budget Goals Session/Retreat.

BACKGROUND:

The Budget Adoption and Millage Levy Calendar are approved by the Board each fiscal year to facilitate timely adoption of the budget and the millage levy.

FACTS AND FINDINGS:

1. The FY 2014/2015 (July 1, 2014 thru June 30, 2015) Budget Adoption and Millage Levy calendar is shown in completion on page 3-4 herein and contains the following major target dates:

January 21, 2014	--	Distribution of budget packages
May 9, 2014	--	Presentation of proposed budget to the Board of Commissioners
May 23, 2014	--	Public hearing at regular Commission meeting
June 13, 2014	--	Year 2014 Tax Digest and 5-year history to Board as information
June 27, 2014	--	Adoption of the FY 2014/2015 Budget (including approval of fiscal 2015 CIP budget) Adoption of Year 2014 M&O, SSD, and CAT Millage Levy by Board of Commissioners
July 25, 2014	--	Tax Digest to Atlanta
2. The period from May 12, 2014 through May 30, 2014 is available if the Board wishes to meet with the County Manager, departments or staff to discuss the proposed budget.
3. The Board may elect to hold a Budget Goals Session/Retreat in late January or February 2014 where the Board's goals and priorities for the upcoming fiscal year can be developed. Stated goals and priorities will be utilized by the County Manager to develop the FY 2014/2015 proposed budget. The Board could also have a series of workshops on CIP needs concurrent with the goal session.
4. Approval of the calendar does not preclude the Board scheduling additional workshops prior to budget adoption or amending the target adoption date.
5. The State of Georgia may enforce penalties against counties who do not submit their digest by August 1st.

FUNDING:

N/A

ALTERNATIVES:

1. Approve the FY 2014/2015 Budget Adoption and Millage Levy Calendar, and set a date for the Budget Goals Session/Retreat.
2. Amend the calendar.

POLICY ANALYSIS:

State law requires that an annual budget be adopted by the Board for the General Fund and all Special Revenue and Debt Service Funds while a project-length budget should be adopted for construction-in-progress funds. The calendar also provides for levy of millage rates to allow for timely submission of the tax digest to the Department of Revenue.

RECOMMENDATION:

That the Board approve Alternative 1 and set a date for the Budget Goals Session/Retreat.

Prepared by: Read DeHaven

**CHATHAM COUNTY, GEORGIA BUDGET CALENDAR
FISCAL YEAR JULY 1, 2013 THRU JUNE 30, 2014**

ORIGINAL DATE	BUDGET ACTIVITY	TAX DIGEST PROCESS
September 16, 2013	FY 2014/2015 Capital budget Packages distributed	
October 7, 2013	FY 2015/2015 Capital budget Requests due	

	from departments	
October 28, 2013- November 1, 2013	CIP Committee convenes to rate projects	
November 4, 2013 – November 15, 2013	Finalize FY 2015/2019 CIP - Identify emergency projects/finalize priorities	
November 18, 2013 – December 31, 2013	Prepare FY 2015/2019 CIP Workbook	
January 17, 2014	Fiscal Year ending June 30, 2015 Budget Calendar to Board for approval. Five-year CIP Plan submitted to Board	Year 2014 Millage Levy Calendar to Board for approval. Once approved, notice sent to Board of Education on Millage Levy Calendar
January 21, 2014 January 31, 2013	Revenue/Expenditure Data Entry Training with Departments	
January 20, 2014 – February 1, 2014	Goal Setting: Board of County Commissioners/County Manager	
January 17, 2014	FY 2014/2015 Budget Request packages distributed	
February 3, 2014	Revenue estimates due from departments	
February 4, 2014 – March 8, 2014	Complete Fiscal Year Ending 6/30/15 revenue estimates. All Funds	
February 7, 2014	Budget Request Packages and updated Five Year Goals due from departments	
February 10, 2014 – March 21, 2014	Analyze departmental budget requests/hold conference with Department Heads/Budget Staff (to run concurrent w/staff analysis)	
March 3, 2014 – March 21, 2014	Budget reviews begin – County Manager/Department Heads/Budget Staff (to run concurrent w/staff analysis)	
March 24, 2014 – April 11, 2014	Prepare budget workbooks for County Manager and Board of Commissioners – Final Internal Review by Finance Director-Budget Staff	
April 14, 2014	Advertisement to Savannah News Press for availability of proposed budget/public hearing	
April 14, 2014 – April 25, 2014	Final proposed budget goes to Printer	
May 9, 2014	Advertise availability of proposed budget and May 24, 2014 public hearing (State Law). Proposed budget document and budget message are transmitted to the Board	
May 12, 2014 – May 30, 2014	Board Workshops	
May 15, 2014	Advertise adoption FY 2014/2015 Budget	
May 23, 2014	Board conducts public hearing at regular Commission meeting	
June 2, 2014		Year 2014 Digest provided to Finance for Millage Levy calculations
June 2, 2014 – June 6, 2014	Final review/revisions of Proposed Budget by the Board	
June 6, 2014		Advertisement of 5-year history to newspaper (June 11, 2014 publication as required by State Law).
June 11, 2014		Advertise 1 st and 2 nd Public Hearing on Millage Levy to be held on June 17th at 9:30 a.m. and 6:00 p.m. Advertise year 2014 Tax Digest and 5-year history (two weeks prior to millage levy as required by State Law - House Bill 66, Act. No. 478). Board of Education adopts 2014 millage rate.

June 13, 2014		Year 2014 Tax Digest and 5-year history to Board as information.
June 17, 2014		Hold 1 st and 2 nd Public Hearing on Millage Levy - 9:30 a.m. and 6:00 p.m. Advertise 3 rd Public Hearing on Millage Levy to be held on June 27 th at 9:30 a.m.
June 27, 2014	Adoption of FY 2014/2015 budget by County Commissioners	(1) Hold 3 rd Public Hearing on Millage Levy at 9:30 a.m. (2) Adoption of year 2014 Chatham County M&O, SSD, and Chatham Area Transit Millage Levy by the County Commissioners
June 30, 2014 – September 13, 2014	Prepare 2014/2015 budget book and complete FY 2014/2015 budget document	
July 1, 2014	Beginning of Fiscal Year 2014/2015 - budget goes into effect	
July 8, 2014		Resolutions and forms for digest package to Chairman for signature and forwarded to Board of Assessors.
July 27, 2014		Tax Digest to Atlanta
August 1, 2014		State Penalty assessed if digest not submitted to the State
September 13, 2014	Deadline for submission of adopted budget document for GFOA Award	

=====

5. REQUEST BOARD APPROVAL OF A SERVICES AGREEMENT WITH CHATHAM WATER COMPANY FOR COLLECTION OF COUNTY SEWER SERVICE FEES IN THE PARKERSBURG AREA.

ACTION OF THE BOARD:

Commissioner Stone moved for approval of a services agreement with Chatham Water Company for collection of county sewer service fees in the Parkersburg area. Commissioners Center, Shabazz and Thomas seconded the motion and it carried unanimously.

AGENDA ITEM: X-5
AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R. E. Abolt, County Manager
FROM: Linda B. Cramer, Assistant County Manager

ISSUE:

To recommend approval of a services agreement with Chatham Water Company for collection of County sewer service fees in the Parkersburg area.

BACKGROUND:

The County has 374 sewer-only customers in the Parkersburg area who purchase water from the Chatham Water Company (CWC). The County charges these sewer customers a flat bi-monthly rate of \$85 regardless of water consumption. When there is customer non-payment, the County has limited legal remedies since it cannot discontinue water services. In 2012, Georgia House Bill 1102 was authorized which would require private water companies to provide water consumption data to public sewer providers, and would require private water companies to suspend water service for non-payment of public sewer charges.

FACTS AND FINDINGS:

1. Chatham Water Company (CWC) provides water service to the Parkersburg area and has an established billing and collection system at its office on Stephenson Avenue. Customers are able to pay their water bill either in the office, by mail or on-line.

2. The County has identified 374 sewer-only customers who receive water service from CWC. County staff and CWC have developed a services agreement whereby CWC will bill and collect sewer service fees on the County's behalf, using their existing software system. CWC would retain 10% of the fees collected for its services.
3. At this time the County is charging a flat fee of \$85 for these accounts every two months. However, the County is paying the City of Savannah for sewage treatment based on flow volume. It is to the County's advantage to move away from the flat sewage rate and instead tie the rate to flow volume. The services agreement provide a year for the County to change from the flat rate to a consumption rate for these accounts, which is how the County's other water and sewer customers are charged.
4. Under the proposed services agreement, any change in billing rates will remain the responsibility of the Board of Commissioners. Historically the Board has changed the water and sewer rates concurrent with budget adoption.
5. In addition to the billing and collection functions identified in the services agreement, CWC will also be paid a fee if it finds that a customer in the Parkersburg area is using County sewer services but not paying for them.
6. The effective date of the agreement is February 1, 2014. Subsequent to Board approval, the County and CWC will work together to notify customers of the billing process change and manage where payments are made.
7. Existing County staff will be retained to service water and sewer infrastructure and other customer accounts. Under the services agreement the County will continue to maintain its sewer infrastructure in the Parkersburg area.
8. The County Finance Department has changed one of its full-time customer service representatives to part-time status in anticipation of reduced billing responsibilities related to this contract and the sale of SPA system to the City of Savannah, completed in May 2013. The decreased staffing cost should offset the fees charged by CWC under the agreement.

POLICY ANALYSIS:

The services agreement with CWC should provide the County enhanced capabilities for collection of outstanding sewer-only accounts. It will also allow the County to tie future sewer rates to water consumption which is how other County water and sewer customer accounts are charged.

FUNDING:

CWC will provide a monthly accounting of collections to the County. CWC will net its fee from monthly payments made to the County. All transactions will be recorded in the Water & Sewer Enterprise Fund.

ALTERNATIVES:

1. Approve the services agreement between Chatham County and Chatham Water Company and Chatham Water Company, or
2. Provide staff with other direction.

RECOMMENDATION:

Staff recommends that the Board adopt Alternative 1.

=====

6. **REQUEST BOARD APPROVAL TO SELL A VACANT PARCEL LOCATED WITHIN THE CITY OF SAVANNAH THAT WAS DECLARED AS SURPLUS BY THE BOARD DURING THEIR REGULARLY SCHEDULED MEETING OF JULY 7, 2006.
[DISTRICT 2.]**

ACTION OF THE BOARD:

Commissioner Center moved for Board approval to sell a vacant parcel located within the City of Savannah that was declared as surplus by the Board during their regularly scheduled meeting of July 7, 2006. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-6
AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R.E. Abolt, County Manager
FROM: Amy J. Davis, Finance Director

ISSUE:

To request permission from the Board to sell a vacant parcel located within the City of Savannah that was declared as surplus by the Board during their regularly scheduled meeting dated July 7, 2006.

BACKGROUND:

Chatham County has legal interest by tax deed (unpaid taxes) in 0 Grove Street. In order to sell this property, the County is obligated by statute to perform the following:

1. Properly advertise the property for sale in accordance with O.C.G.A. §36-9-3, which requires public bids after advertising the property once for at least 15 days in a local newspaper of general circulation (*The Savannah Morning News*).
2. Make the successful bidder responsible for paying all outstanding taxes, penalties and interest, if any, which represents Chatham County's interest in the property.
3. Make the successful bidder responsible for obtaining marketable title.

FACTS AND FINDINGS:

1. The property of interest is 0 Grove Street (1400 Block in the City of Savannah). It is a vacant lot unsuitable for development. The lot is approximately 11 feet wide by 100 feet, with a legal description as "North 11 Feet Lot 10, Schwarz Ward," Property Identification Number 2-0054-12-006. See attached map.
2. Chatham County acquired this property via a Sheriff's Deed because of default of the property owner of record to pay taxes or pursue any form of redemption. Chatham County has held interest in this location for a number of years resulting in no outstanding taxes or liens.
3. 0 Grove Street was previously offered for sale on the Courthouse steps but no bids were submitted. Recent inquiries indicate renewed interest in the property.
4. Since tax deed property involve interest acquired through default of taxes, staff explains, via letter, to any prospective buyers the problems that can arise with obtaining a marketable title. The owner assumes all liability to clear title, which may include paying off all outstanding taxes, or removing any liens or encumbrances.

FUNDING:

Not applicable.

ALTERNATIVES:

1. Authorize staff to proceed with the disposition of the property as provided by Georgia law, including issuance of a quit claim deed.
2. Do not authorize staff to proceed with disposition of the property.

POLICY ANALYSIS:

Under Georgia law (O.C.G.A. §36-9-3), Chatham County must follow certain procedures in the disposition of public property to assure the county maintains the public's interest. Private ownership of this property would achieve the county's goals of returning property to tax generating status and/or responsible maintenance.

RECOMMENDATION:

That the Board adopt Alternative 1.

District: All Districts

=====

- 7. REQUEST BOARD DESIGNATE THE COUNTY MANAGER AS THE AUTHORIZED AGENT TO SIGN AFFIDAVITS FOR THE GEORGIA DEPARTMENT OF NATURAL RESOURCES LAW ENFORCEMENT DIVISION TO ASSIST IN THE ENFORCEMENT OF UNAUTHORIZED HUNTING ON COUNTY PROPERTY.**

ACTION OF THE BOARD:

Commissioner Center moved for approval to designate the County Manager as the authorized agent to sign affidavits for the Georgia Department of Natural Resources law enforcement division to assist in the enforcement of the unauthorized hunting on county property. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-7**AGENDA DATE: January 17, 2014**

TO: Board of Commissioners

THRU: R.E. Abolt, County Manager

FROM: A. G. Bungard, P.E., County Engineer
R. Jonathan Hart, County Attorney

ISSUE:

To designate the County Manager as the authorized agent to sign affidavits for the Georgia Department of Natural Resources Law Enforcement Division to assist in the enforcement of unauthorized hunting on County property.

BACKGROUND:

There are County-owned properties within Unincorporated Chatham County that are attractive to poachers. Some are near waterways such as the Ogeechee River which are difficult to access for enforcement. Some of the properties have potential to be used for recreational purposes. The GA DNR reported that some properties that they are already checking are beginning actively hunted, particularly along the Ogeechee River.

FACTS AND FINDINGS:

1. The Law Enforcement Division has offered their assistance to enforce the Georgia Codes on County-owned properties. The affidavits facilitate the enforcement process by the DNR. The affidavits may be signed by owners, lessees or agents of the owner. The affidavits are property specific. A copy of the property deed and a map showing the location of each property will be attached to each affidavit.
2. Upon identifying the properties where the County would like increased enforcement, they will make a point of routinely checking the properties.

ALTERNATIVES:

1. To approve designating the County Manager as the authorized agent to sign the affidavits with the concurrence of the Chief of Police.
2. Do not approve the designation.

FUNDING:

No funding is required.

POLICY ANALYSIS:

As a matter of policy, the County has not allowed the general public to hunt or trap on County-owned properties. Persons found hunting or trapping on the specific properties without written permission may be cited by the DNR under GA Codes 27-3-1, 27-4-2 and 27-3-63.

RECOMMENDATION:

That the Board approve Alternative No. 1

=====

8. REQUEST BOARD APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR GARDEN CITY LIBRARY SITE.

ACTION OF THE BOARD:

Commissioner Center moved for approval of a Memorandum of Understanding for the Garden City library site. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-8**AGENDA DATE: January 17, 2014**

TO: Board of Commissioners

THRU: R.E. Abolt, County Manager

FROM: R. Jonathan Hart, County Attorney

ISSUE:

Approval of First Amendment to the Memorandum of Understanding between Chatham County and the City of Garden City regarding the Westside Library site to be located in the new Garden City Towne Center.

BACKGROUND:

The Board of Commissioners and City of Garden City agreed to build a new westside library in the Garden City Town Center. A Memorandum of Understanding was entered into by the previous Board of Commissioners and substantial work has begun at the location.

FACTS AND FINDINGS:

The Board of Commissioners and the City of Garden City continue to cooperate to construct a new westside library. The attached First Amendment to the Memorandum of Understanding reflects the latest agreements to complete the construction.

The First Amendment further delineates the responsibilities of the City of Garden City to complete utility and road infrastructure along Sunshine Avenue and Central Avenue. Also, after the appropriate survey, the property will be conveyed to the County who will hold title.

Pursuant to the first amendment, the City will be responsible for a portion of road improvements on Sunshine Avenue, including utilities for water and sanitary sewer and storm water system estimated to cost \$155,316.00. Further, the City will provide the linear utilities for water, sanitary sewers and storm water along Central Avenue and the future 52 foot unnamed right-of-way that serve and abut the subject property at an estimated cost of \$59,869.00. The County will provide construction to portions of Central Avenue which lay west of the property designated between Sunshine Avenue on the south of a right-of-way designated as a 52 foot right-of-way on the north at a cost of \$191,152.00.

The parties have elected to use a common contractor of the County to complete services with the price for work being billed separately and paid by the appropriate party. Should the County advance any funds, the City will reimburse County the costs of such advancement.

POLICY ANALYSIS:

The Board of Commissioner and the City of Garden City are harmoniously working to provide library services to the citizens of Chatham County. The adoption of this First Amendment to the Memorandum of Understanding is necessary for the continued harmony and construction.

FUNDING:

SPLOST.

ALTERNATIVES:

1. Approve First Amendment.
2. Disapprove First Amendment.

RECOMMENDATION:

Approve First Amendment.

=====

9. REQUEST BOARD FIX AND PUBLISH THE QUALIFYING FEES FOR ELECTED OFFICES TO BE FILED IN THE 2014 ELECTIONS.

ACTION OF THE BOARD:

Commissioner Center moved for Board approval to fix and publish the qualifying fees for elected offices to be filed in the 2014 elections. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-9

AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R.E. Abolt, County Manager
FROM: R. Jonathan Hart, County Attorney

ISSUE:

To fix and publish the qualifying fees for elected offices to be filled in the 2014 elections.

BACKGROUND:

O.C.G.A. § 21-2-131(a)(1) requires that the governing authority set the qualifying fees for elected county offices to be filled during an election year. The above Code section further states that the fee shall be 3% of the annual salary, if salaried. If not a salaried office, a reasonable fee not to exceed 3% of the income derived from holding of the office.

FACTS AND FINDINGS:

1. As mandated by O.C.G.A. § 21-2-131, attached is a resolution that sets the fee for each of the County offices to be filled in the 2014 election. The figures represent 3% of the salary used in this manner of each office in accordance with the provisions of O.C.G.A. § 21-2-131.
2. The current salary information, depending upon the office at issue, was obtained from the applicable state statute, by the County’s Human Resources and Services Department, The City of Savannah or the Chatham County Board of Education.

ALTERNATIVES:

1. Adopt the Resolution as presented.
2. Do not adopt the Resolution as presented.

POLICY ANALYSIS:

The Board should adopt the resolution to comply with State law.

RECOMMENDATION:

That the Board adopt Alternative 1.



SETTING QUALIFYING FEES FOR 2014 ELECTION

WHEREAS, Section 21-2-131(a)(1) of the Georgia Election Code, as amended, requires that the governing authority of Chatham County shall fix and publish the qualifying fees for candidates seeking office in any general primary or election; and

WHEREAS, for some positions, the qualifying fees are based on 3% of the minimum base salary and the qualifying fees for other positions are based on 3% of the total gross salary.

NOW THEREFORE, BE IT ORDAINED, that the Board of Commissioners of Chatham County, Georgia, as the governing authority of Chatham County, does hereby establish the schedule of qualifying fees for the 2014 election, as follows:

Qualifying Fees Based on Gross Salary:

Coroner.....	1,636.37
President, Board of Education.....	480.00
Member, Board of Education.....	360.00
Members, Board of Elections.....	144.00
Chief Judge, Recorder’s Court.....	5,335.10
Judge, Recorders Court.....	5,218.70

Adopted this ____ day of January, 2014.

BY: _____
Albert J. Scott, Chairman
Board of Commissioners

ATTEST: _____
Janice Bocook
Clerk of Commission

=====

10. **REQUEST FROM THOMAS & HUTTON, SURVEYOR, FOR THE DEVELOPER, SOUTHBRIDGEWOODLANDS LANDS, LLC, THAT THE COUNTY RECORD THE SUBDIVISION PLAT FOR PHASE 1 OF THE WOODLANDS VILLAS AT SOUTHBRIDGE AND WAIVE THE REQUIREMENT FOR A STREETLIGHT ASSESSMENT DISTRICT.
[DISTRICT 7.]**

ACTION OF THE BOARD:

Commissioner Center moved for Board approval to fix and publish the qualifying fees for elected offices to be filed in the 2014 elections. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-10

AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R.E. Abolt, County Manager
FROM: A. G. Bungard, P.E., County Engineer

ISSUE:

To record the subdivision plat for Phase 1 of The Woodlands Villas at Southbridge, and waive the requirement for a streetlight assessment district.

BACKGROUND:

The surveyor, Thomas & Hutton, requests for the developer, Southbridge Woodlands Lands, LLC, that the County approve the final plat for recording and waive the requirement for a streetlight assessment district.

FACTS AND FINDINGS:

1. The Woodlands Villas at Southbridge is a private townhome development located off Egret Point within Southbridge at Savannah Quarters Phase 18. Phase 1 of The Woodlands Villas consists of 9 lots on 2.168 acres. Paving and drainage improvements will be maintained by the Woodlands Villas at Southbridge Homeowners Association, Inc.
2. Staff approved construction plans and issue a permit. Construction of the improvements is now complete.
3. The developer requests that the Board waive the requirement for a streetlight assessment district, and have the Homeowners' Association maintain the streetlights.
4. An Environment Site Assessment was previously conducted on the subdivision in accordance with the Subdivision Ordinance. No environmentally unsafe conditions were found on the site.

ALTERNATIVES:

1. To record the subdivision plat for Phase 1 of The Woodland Villas at Southbridge and waive the requirement for a streetlight assessment district.
2. To not approve the request.

POLICY ANALYSIS:

This action is consistent with the subdivision regulation regarding the creation of lots through plat recording.

RECOMMENDATION:

That the Board adopt Alternative No. 1.
District 7

Prepared by: Chris Rains

=====

11. **REQUEST BOARD ACCEPT THE DEDICATED IMPROVEMENTS FOR MAINTENANCE FOR SUNNY ESTATES SUBDIVISION.
[DISTRICT 6.]**

ACTION OF THE BOARD:

Commissioner Center moved for Board acceptance of the dedicated improvements for maintenance for Sunny Estates subdivision. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-11

AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R.E. Abolt, County Manager
FROM: A. G. Bungard, P.E., County Engineer

ISSUE:

To accept the dedicated improvements for Sunny Estates Subdivision.

BACKGROUND:

The developer, Konter Quality Homes, for the Sunny Estates Homeowner's Association, requests that the County accept the dedicated improvements for maintenance.

FACTS AND FINDINGS:

1. Sunny Estates is a single-family residential subdivision located on Grove Point Road. This subdivision consists of 26 lots on 6.76 acres. Paving, street drainage and streetlight energy costs will be maintained by the County. Water and sewer are maintained by the City of Savannah.
2. This development was originally permitted June 25, 2007 for a different developer. The original developer never completed the development in compliance with County standards. In May 2010, a warranty period inspection determined that the infrastructure was unacceptable for dedication to the County. Corrective actions were not taken by the developer.
3. Eventually the developer could not retain ownership of the property. The County called the Irrevocable Letter of Credit from the bank to pay for the cost to complete the development before the warranty period expired. The FDIC sent a letter stating that the bank was closed and the Irrevocable Letter of Credit was disaffirmed.
4. The current developer, Konter Quality Homes, bought the subdivision in 2013 and completed construction of the subdivision. The development was re-inspected on April 11, 2013, resulting in a new punch list of items for correction. The subdivision infrastructure was inspected again and found to be acceptable.

ALTERNATIVES:

1. To accept the dedicated improvements for County maintenance of Sunny Estates.
2. To not approve the request.

POLICY ANALYSIS:

This action is consistent with the subdivision regulations.

RECOMMENDATION:

That the Board adopt Alternative No. 1.
 District 6

Prepared by: Chris Rains

=====

12. **REQUEST BOARD APPROVAL OF PERMIT TO DISPENSE ALCOHOLIC BEVERAGES (BEER ONLY) FOR A SPECIAL EVENT ON COUNTY-OWNED PROPERTY. PETITIONER: FIRST CITY NETWORK, A NON-PROFIT ORGANIZATION, FOR AN OYSTER ROAST AT LAKE MAYER ON MARCH 16, 2014. THE ORGANIZERS MUST PROVIDE POLICE PROTECTION. [DISTRICT 1.]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of permit to dispense alcoholic beverages (beer only) for a special event on county-owned property. Petitioner: First City Network, a non-profit organization, for an oyster roast

at Lake Mayer on March 16, 2014. The organizers must provide police protection. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-12

AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R.E. Abolt, County Manager
FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services

ISSUE:

Permit to dispense alcohol on county-owned property.

FACTS AND FINDINGS:

1. The First City Network, a local non-profit organization has filed a Special Event Permit Application for an oyster roast at Lake Mayer on March 16th. The organizers have an intent to dispense beer at the event.
2. Section 17-116 of the County Alcoholic Beverage Ordinance declares that it is permitted to sell or consume alcoholic beverages on any county-owned property with an approved special event permit and approval by the County Commission.
3. The public park at Lake Mayer will be open during the requested oyster roast. The park services staff is concerned about the proximity of the consumption of alcohol to children at play. The park services staff highly recommends that the event holders provide police presence during the duration of the event. The police department recommends a minimum of two officers.

FUNDING:

Not applicable.

ALTERNATIVES:

1. Grant permit to allow the consumption of alcoholic beverages in conjunction with a requested oyster roast at Lake Mayer.
2. Deny permit.
3. Provide direction to staff.

POLICY ANALYSIS:

The County Alcoholic Beverage Code Ordinance allows the sale and consumption of alcoholic beverages at county facilities with an approved special event permit and approval of the County Commission.

Due to the park at Lake Mayer being open to children at play during the requested event, the park services staff highly recommends that police presence of two officers minimum be provided by the event organizers through the duration of the event. The consumption of alcohol beverages in the proximity of children at play in a public park warrants a level of caution and protection that police presence would provide.

RECOMMENDATION:

Alternative #1, approval of permit to allow alcoholic beverage consumption at Lake Mayer in conjunction with a requested oyster roast, and that a minimum of two police officers be present.

=====

**13. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2014.
 PETITIONER: ROOPAL PAL, D/B/A PAL'S MINI MART LOCATED AT 2101
 LOUIS MILLS BOULEVARD, 31405.
 [DISTRICT 5.]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of transfer of beer and wine retail license for 2014. Petitioner: Roopal Pal, d/b/a Pal's Mini Mart located at 2101 Louis Mills Boulevard, 31404. Commissioner Kicklighter seconded the motion and it carried unanimously.

AGENDA ITEM: X-13
AGENDA DATE: January 17, 2014

TO: Board of Commissioners
THRU: R.E. Abolt, County Manager
FROM: Gregori S. Anderson, Director of Public Safety and Regulatory Services
 Julie Tolbert, Acting Chief of Police

ISSUE:
 Request for transfer of beer and wine retail license for 2014. Petitioner: Roopal Pal d/b/a Pal's Mini Mart located at 2101 Louis Mills Blvd, Savannah, GA 31405.

BACKGROUND:
 Roopal Pal requests approval of a transfer of beer and wine retail license in connection with an existing grocery store. The business at this location meets the requirements of the Chatham County Alcoholic Beverage Ordinance.

- FACTS AND FINDINGS:**
1. The application was reviewed by the Police Department for compliance of the applicant and site distance requirements and approved.
 2. The returned application was reviewed by Building Safety. The County Fire Inspector inspected the site for compliance and approved the facility.
 3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage.
 4. The applicant has been notified in writing of the date and time of the hearing.

RECOMMENDATION:
 The Savannah-Chatham Metropolitan Police Department and Regulatory Services recommend approval.
 District 5

We verify that the attached report and attachments are complete and correct as to form.

 Gregori S. Anderson, CBO

 Acting Chief Juliette Tolbert

=====

14. REQUEST BOARD APPROVAL TO AWARD BIDS AS FOLLOWS: (Please note that new purchase thresholds of \$10,000 or more have been enacted; however, contracts and change orders of a lesser amount still will appear).

ACTION OF THE BOARD:

- a. Commissioner Center moved for approval to award bids with the exception of M and N as follows: (Please note that new purchase thresholds of \$10,000 or more have been enacted; however, contracts and change orders of a lesser amount still will appear.) Commissioner Kicklighter seconded the motion and it carried unanimously.
- b. ITEM M: Commissioner Kicklighter moved for Board approval of an award of an annual contract with renewal options for four (4) additional one (1) year terms, to Corizon Health, Inc., to provide inmate health care services at a monthly cost of \$422,852 for a total year one (1) annual cost of \$5,074,224. Commissioners Thomas and Brady seconded the motion and it carried unanimously.
- c. ITEM N: Commissioner Kicklighter moved for Board approval of the \$39,500 professional services contract with TATC Consulting, Inc. Commissioner Brady seconded the motion and it carried in an 8 to 1 vote with Commissioner Center voting no.

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
A. Roll-off truck for Public Works and Park Services	Fleet	Freightliner of Savannah, Inc.	\$144,214	Solid Waste Restricted

ITEM	DEPT.	SOURCE	AMOUNT	FUNDING
B. <i>Deductive</i> Summary Change Order No. 2 to the contract on the S.R. 307/Dean Forest Road Widening project	Engineering	McLendon Enterprises, Inc.	(\$8,248)	SPLOST (2008-2014) - SR 307 Widening
C. Contract for the construction of the Cloverdale Community Center	Building and Safety	Pioneer Construction, Inc. *MBE	\$878,200	SPLOST (2008-2014) - Cloverdale Community Center
D. Construction contract for the Runaway Point pump station upgrade	Public Works and Park Services	Lakeshore Engineering, LLC	\$289,000	Water and Sewer
E. Construction contract to construct the Walthour Road over Betz Creek Bridge project	Engineering	The Industrial Company (TIC)	\$1,047,075	SPLOST (2008-2014) - Walthour Bridge
F. Interactive Voice Recognition system (TaxSpeak) hardware and software upgrade for the Tax Commissioner's Office	I.C.S.	Call Processing Systems, Inc.	\$14,806	General Fund/M&O - Tax Commissioner
G. Tractor with attachments	Fleet	Reynolds-Warren Equipment Company	\$114,949	SPLOST (2003-2008) - Vehicle Replacement
H. Repair to a tractor with a side boom	Fleet	Flint Equipment Company	\$21,490	General Fund/M&O - Fleet Operations
I. Change Order No. 1 to the annual contract for elevator maintenance to add the elevator for the new Public Works building	Facilities Maintenance	Otis Elevator Company	\$1,500	SSD - Public Works
J. Three (3) on-call professional services contracts for survey related projects for two (2) years	Engineering	•Coleman Company, Inc. •Hussey, Gay, Bell & DeYoung, Inc. •James M. Anderson & Associates	Not to exceed \$250,000	Sales Tax I, II, III, IV, & V SPLOSTs, Capital Improvement Program (CIP) and Special Service District (SSD)
K. Amendment No. 4 to Construction Manager at Risk (CMR) agreement for the two (2) new libraries to include utility extension at the Garden City location	Special Projects	J.E. Dunn Construction Company/d/b/a R.J. Griffin and Company	\$59,869 (to be reimbursed by Garden City)	SPLOST (2003-2008) - Garden City and Island Libraries
L. Floor tiles for the modular buildings at the Sheriff's Department Complex Firing Range	Sheriff's Department	Culver Rug Company	\$19,273	SPLOST (2008-2014) - Building/Law Enforcement Training Facility
M. Annual contract with renewal options for four (4) additional one (1) year terms for inmate health services	Detention Center	Corizon Health, Inc.	\$5,074,224	General Fund/M&O - Detention Center
N. Consulting services for impact of Juvenile Justice Reform Act on Juvenile Court and District Attorney	Commissioners	TATC Consulting	\$39,500	General Fund/M&O - County Commissioners
O. One (1) year contract to provide consulting services for the I.C.S. Department	I.C.S.	Gartner, Inc.	\$33,800	ICS - Management Consulting Services

AGENDA ITEM: X-14 A thru N
AGENDA DATE: January 17, 2014

TO: BOARD OF COMMISSIONERS
THRU: R.E. ABOLT, COUNTY MANAGER
FROM: MICHAEL A. KAIGLER, ASSISTANT COUNTY MANAGER
SUBJECT: AWARD OF BIDS

ITEM A

ISSUE: Request Board approval of a \$144,214 purchase of a roll-off truck with an extended warranty from Freightliner of Savannah, Inc., for Public Works and Park Services.

BACKGROUND: The County currently has three (3) drop-off centers that provide a place where Chatham County citizens can dispose of waste generated at their personal residence. Roll-off trucks aid in transporting the disposed waste from the drop-off centers to the landfill for proper disposal.

FACTS AND FINDINGS:

1. Current fleet vehicles used in transporting disposed waste are old and continuously out of service for repairs which reduces efficiency and causes delays in removing waste from the drop-off centers.
2. The addition of the new roll-off truck to the Solid Waste Department of Public Works will increase efficiency of operations and help in maintaining optimal service to the various drop-off centers throughout Chatham County.
3. Bids were properly advertised, a pre-bid conducted and bids were opened on November 26, 2013. Bid results are as follows:

Savannah Freightliner of Savannah, Inc. Savannah, GA	\$140,639
Bunch Truck & Equipment LLC Garden City, GA	\$159,874
4. Bid documents also requested pricing for an extended warranty to cover powertrain and diesel after-treatment system/emissions up to five (5) years. Savannah Freightliner of Savannah, Inc., provided a price of \$3,575 for the extended warranty. The extended warranty price increases if not purchased upon delivery of the truck.
5. Staff checked references and believes the bid submitted by Freightliner of Savannah, Inc., to be fair and reasonable.

FUNDING: Solid Waste Restricted
(5404510 - 54.25001)

ALTERNATIVES:

1. Board approval of a \$144,214 purchase of a roll-off truck with an extended warranty from Freightliner of Savannah, Inc., for Public Works and Park Services.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award contracts to the low, responsive, responsible bidder.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM B

ISSUE: Request Board approval of an \$8,248 *Deductive* Summary Change Order No. 2 to the contract with McLendon Enterprises, Inc., on the S.R. 307/Dean Forest Road Widening project.

BACKGROUND: The S.R. 307/ Dean Forest Road Widening project included construction of 2.1 miles of widening from two (2) lanes to a four (4) lane highway on Dean Forest Road from 0.5 miles north of U.S. 17 to I-16. It included installation of a traffic signal at U.S. 17 and S.R. 307 and upgrades at two existing signals. The Board awarded the construction contract to McLendon Enterprises, Inc., on March 9, 2012. Work on the project is substantially complete. Correction of punch list items remains.

FACTS AND FINDINGS:

1. There are four (4) items of work that involved additional costs.
 - a. An interference manhole was required due to a conflict between an existing gravity sewer line and the proposed storm drain system at \$3,715.
 - b. Undercut of unsuitable material was required for proper construction in various areas due to poor existing soil encountered in the area of new roadway at a cost of \$27,945.
 - c. The installation of the traffic signal at US 17 and SR 307 was revised to include pedestrian signals as required by the Georgia Department of Transportation (GDOT). The grading complete item was revised to include demolition of a concrete island and installation of wheelchair ramps at the same intersection. The increased cost was \$16,207.
 - d. The striping in the taper section from two lanes to four lanes was changed from thermoplastic to paint to facilitate removal at a later date. This will be a benefit in the next phase of widening. The total cost for the paint items was \$5,459.
2. A GDOT Special Provision was included in the contract to adjust asphalt prices based on a monthly asphalt index. This enabled the asphalt subcontractor to base his bid prices on current supply costs to allow for long-term market fluctuations. The market trend since the project bid date was downward, resulting in a savings to the County of \$61,574.

3. Contract History:

Original Contract (3-9-12)	\$7,247,490
Change Order 1, Earthwork (2-8-13)	525,972
Change Order 2, Summary (pending)	(- 8,248)
Revised Contract Amount	\$ 7,765,214

FUNDING: SPLOST (2008-2014) - SR 307 Widening
(3244220 - 54.14001 - 32451147)

ALTERNATIVES:

1. Board approval of an \$8,248 *Deductive* Summary Change Order No. 2 to the contract with McLendon Enterprises, Inc., on the S.R. 307/Dean Forest Road Widening project.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve change orders necessary for the completion of construction projects.

RECOMMENDATIONS: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____

MARK BUCALO

ITEM C

ISSUE: Request Board approval to award an \$878,200 contract to Pioneer Construction, Inc., for the construction of the Cloverdale Community Center.

BACKGROUND: The Cloverdale Community Center will be developed as a free-standing, 5,300 square foot facility on the Butler Elementary School campus. The facility shall contain spacial allocations to accommodate programs directed by the City of Savannah, including a multi-purpose room, computer lab, office, wellness/fitness room, kitchen and restrooms.

FACTS AND FINDINGS:

1. The exterior architectural features and fenestration shall be visually compatible with the Butler Elementary School campus and existing buildings. The project also includes the installation of a new parking lot and access drive from Cynthia Street.
2. This project was properly advertised and five bids were received and opened on December 3, 2013. The bids are as follows:

*	Pioneer Construction, Inc. Savannah, GA	\$ 878,200
**	Paul S. Akins Company, Inc. Statesboro, GA	\$ 913,000
	Tippins-Polk Construction, Inc. Statesboro, GA	\$ 923,500
**	Collins Construction Services, Inc. Savannah, GA	\$ 949,000
*	JNL Construction Services, LLC Baltimore, MD	\$1,169,869

* MBE firm ** WBE firm

- Staff finds the bid from Pioneer Construction, Inc., to be fair and reasonable and within the construction estimate.

FUNDING: SPLOST (2008-2014) - Cloverdale Community Center
(3244980 - 54.13011 - 32470360)

ALTERNATIVES:

- Board approval to award an \$878,200 contract to Pioneer Construction, Inc., for the construction of the Cloverdale Community Center.
- Provide staff with other direction.

POLICY ANALYSIS: It is consistent with Board policy to award contracts to the low responsive, responsible bidder.

RECOMMENDATIONS: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____

MARK BUCALO

ITEM D

ISSUE: Request Board approval of a \$289,000 construction contract to Lakeshore Engineering, LLC, for the Runaway Point lift station upgrade for Public Works and Park Services.

BACKGROUND: The Runaway Point lift station is currently on by-pass because both original pumps shorted out almost a year ago. All piping associated with the lift station is completely corroded and needs to be replaced. Because of the extensive corrosion, staff is continually having to jet out the lift station in order to keep the system functioning.

FACTS AND FINDINGS:

- On July, 12, 2013, the Board approved a professional service contract to Integrated Science and Engineering, Inc. to design the upgrade of the lift station.
- Both pumps have failed and the lift station went off-line and has been running on by-pass pumps since that time.
- Upon completion of the design work, bids were properly advertised and opened on December 12, 2013. Bid results are as follows:

	Lakeshore Engineering, LLC Atlanta, GA	\$289,000
*	Potter Construction, LLC Guyton, GA	\$329,730
	BRW Construction Group Savannah, GA	\$358,770
*	E & D Contracting Services, Inc. Savannah, GA	\$628,747

*WBE

FUNDING: Water and Sewer
(5054400 - 54.12009)

ALTERNATIVES:

1. Board approval of a \$289,000 construction contract to Lakeshore Engineering, LLC, for the Runaway Point pump station upgrade for Public Works and Park Services.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award construction contracts to the low, responsive, responsible bidder.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM E

ISSUE: Request Board approval to award a \$1,047,075 construction contract to The Industrial Company (TIC) to construct the Walthour Road over Betz Creek Bridge project.

BACKGROUND: The project involves removal and replacement of the existing, deteriorated Walthour Road Bridge over Betz Creek on Wilmington Island. The Georgia Department of Transportation Biannual Bridge Inspections Report (2012) reported that the bridge is structurally deficient and requires posting. When a bridge is "posted", the weights of vehicles allowed to travel across the bridge must be reduced.

FACTS AND FINDINGS:

1. The project was properly advertised and three (3) bids were received and opened on December 12, 2013. The results are as follows:

TIC – The Industrial Company Savannah, GA	\$1,047,075
Rogers Bridge Company, Inc. Atlanta, GA	\$1,153,068
Scott Bridge Company, Inc. Opelika, AL	\$1,942,717

2. Staff believes the bid from TIC is fair and reasonable and is within the cost estimate.
3. It is estimated construction will begin within 60 days after award of the contract. The contractor will have 270 days to complete construction of the bridge and associated work.
4. Walthour Road will be closed during replacement of the bridge. The detour route is 3.9 miles in length. Advance public notice will be provided.

FUNDING: SPLOST (2008-2014) - Walthour Bridge
(3244220 - 54.14001 - 32457067)

ALTERNATIVES:

1. Board approval to award a \$1,047,075 construction contract to The Industrial Company (TIC) to construct the Walthour Road over Betz Creek Bridge project.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award construction contracts to the low, responsive, responsible bidder.

RECOMMENDATION: Staff recommends the approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM F

ISSUE: Request Board approval of a \$14,806 sole source purchase for an Interactive Voice Recognition

system (TaxSpeak) hardware and software upgrade from Call Processing Systems, Inc., for Tax Commissioner's Office.

BACKGROUND: The Tax Commissioner's office has been using this automated system to process customer inquiries, renew their vehicle tag and pay tax bills over the phone.

FACTS AND FINDINGS:

1. Call Processing Systems, Inc., is the only company permitted to make changes or updates to their proprietary software, thereby qualifying these agreements to fall under a sole-source procurement.
2. With an upgrade of software to the IVR system, ICS recommended that a new server be purchased and install for the migration of all current data and will allow for more data storage.
3. Staff believes the total cost of \$14,806 to be fair and reasonable.

FUNDING: General Fund/M&O - Tax Commissioner
(1001545 - 52.11001)

ALTERNATIVES:

1. Board approval of a \$14,806 sole source purchase for an Interactive Voice Recognition system (TaxSpeak) hardware and software upgrade from Call Processing Systems, Inc., for Tax Commissioner's Office.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve purchases for system upgrades.

RECOMMENDATION: Staff recommends approval of Alternative 1.

I.C.S. APPROVAL _____
NICK BATEY

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM G

ISSUE: Request Board approval of a \$114,949 purchase of a New Holland Tractor with attachments from Reynolds-Warren Equipment Company for Public Works and Park Services.

BACKGROUND: Park Services has the responsibility of maintaining lake banks, ditches and trimming of right-of-ways on trails.

FACTS AND FINDINGS:

1. Park Services has added the maintenance of more parks to their responsibilities.
2. At the present time, Park Services has only one (1) tractor tasked to maintain parks and trails and that unit is not equipped with a tree limb cutter.
3. Bids were properly advertised and opened on December 3, 2013. Bid results are as follows:

Reynolds-Warren Equipment Company Lake City, GA	\$98,750
Flint Equipment Company Savannah, GA	\$115,609
4. Local preference was not extended to Flint Equipment Company since the boom feature included in their bid they did not meet specifications.
5. Bid documents also requested pricing for pull behind rotary cutter and tree limb cutter. Reynolds-Warren Equipment Company provided a price of \$4,884 for the pull behind rotary cutter and \$11,315 for the tree limb cutter. The tractor, pull behind rotary cutter and tree limb cutter total \$114,949.

FUNDING: SPLOST (2003-2008) - Vehicle Replacement
(3234985 - 54.22001 - 32360630)

ALTERNATIVES:

1. Board approval of a \$114,949 purchase of a New Holland Tractor with attachments from Reynolds-Warren Equipment Company for Public Works and Park Services.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award contracts to the low, responsive, responsible bidder.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARC BUCALO

ITEM H

ISSUE: Request Board approval of a \$21,490 repair to unit 93, a John Deere tractor with a side boom, from Flint Equipment Company, for Public Works and Park Services.

BACKGROUND: The tractor is used by Public Works and Park Services for cutting ditches and canals on the side of the roadways.

FACTS AND FINDINGS:

1. The repair to this unit is required due to an accident. Staff has been in contact with the Risk Manager. The accident occurred when the employee was cutting ditches and became distracted and the tractor and the boom attachment were damaged when it struck a tree.
2. The local service dealer for the John Deere tractor is Flint Equipment Company. Staff believed it to be in the best interest of the County to have Flint Equipment Company make the necessary repairs. The total cost for the repairs were unknown at the time.
3. Staff believes the repair cost of \$21,490 to be fair and reasonable.

FUNDING: General Fund/M&O - Fleet Operations
(1001567 - 52.22100)

ALTERNATIVES:

1. Board approval of a \$21,490 repair to unit 93, a John Deere tractor with a side boom, from Flint Equipment Company, for Public Works and Park Services.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approval repairs when it is economically in the best interest of the County.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MELVA SHARPE

ITEM I

ISSUE: Request Board approval of a \$1,500 Change Order No. 1 to the annual contract for elevator maintenance with Otis Elevator Company to add the elevator for the new Public Works building to the scope of services.

BACKGROUND: At their meeting of July 23, 2010, the Board approved an annual contract to provide elevator maintenance with Otis Elevator Company.

FACTS AND FINDINGS:

1. Elevators included in the original contract are located at the following six (6) facilities.

Judicial Courthouse
Courthouse Tunnel
Parking Garage
Temporary Records Depository
Admin/Legislative Courthouse
CNT

2. The elevator in the new Public Works building has been under warranty but that warranty has now expired. Public Works requires a maintenance contract for the elevator.

3. Contract History is as follows:

Original Contract Amount (07-23-10)	\$28,000
Change Order No. 1 (Pending)	\$ 1,500
Revised Contract	\$29,500

4. Staff obtained a quote from another elevator service company which was higher than the \$1,500 cost proposed by Otis. Therefore, staff believes the cost to be fair and reasonable.

FUNDING: SSD - Public Works
(2704100 - 52.22001)

ALTERNATIVES:

1. Board approval of a \$1,500 Change Order No. 1 to the annual contract for elevator maintenance with Otis Elevator Company to add the elevator for the new Public Works building to the scope of services.
2. Provide staff other directions.

POLICY ANALYSIS: It is consistent with Board policy to issue change orders to service contracts to recognize changes in scope of services.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MELVA SHARPE

ITEM J

ISSUE: Request Board approval to authorize professional services on-call contracts with a total amount not to exceed \$250,000 over a two-year term with various surveying companies for survey related projects.

BACKGROUND: There are small projects that can be done by a variety of professional surveying companies that have demonstrated their capability to accomplish quality and timely work for the County.

FACTS AND FINDINGS:

1. The contracts will be managed by task orders. Each task order will contain specific tasks with deliverables for either lump sum or not to exceed amounts (e.g. time and materials).
2. The companies listed in this report are not intended to be all inclusive of "qualified" companies. Their selection was evaluated through a quality based selection process. Seven (7) proposals were reviewed and scored. The following firms were the highest rated from the list of proposers and are recommended to receive contract awards in the amounts indicated. See attached matrix for detailed scoring on pages 17-19.

Coleman Company, Inc. Savannah, GA	(NTE \$250,000)
Hussey, Gay, Bell & DeYoung, Inc. Savannah, GA	(NTE \$250,000)
James M. Anderson & Associates Statesboro, GA	(NTE \$250,000)

FUNDING: The costs will be charged to appropriate projects budgeted in the Sales Tax I, II, III, IV, & V SPLOSTs, Capital Improvement Program (CIP) and Special Service District (SSD).

ALTERNATIVES:

1. Board approval to authorize professional services on-call contracts with a total amount not to exceed \$250,000 over a two-year term with various surveying companies for survey related projects.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award professional services contracts to the highest scoring firms for on call engineering services.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____

READ DEHAVEN

ITEM K

ISSUE: Request Board approval of a \$59,869 Amendment No. 4 to Construction Manager at Risk (CMR) agreement for the two (2) new libraries with J.E. Dunn Construction Company d/b/a R.J. Griffin and Company to include utility extension at the Garden City location.

BACKGROUND: On June 10, 2011, the Board of Commissioners approved a Construction Manager at Risk (CMR) agreement to R. J. Griffin and Company, for the new Garden City and Islands Branch Libraries. On August 9, 2013, the Board of Commissioners approved the guaranteed maximum price for the project. The utility extension was not included in the guaranteed maximum price.

On December 20, 2013, the Board approved the construction of Sunshine Avenue and Central Avenue as part of necessary infrastructure for the Garden City Library. At the time the item was presented to the Board it included that additional utility work would be needed and would be the responsibility of Garden City.

FACTS AND FINDINGS:

1. The utility extension consists of a water supply line, which is an additional loop that ties into the building's water supply. This is needed to increase the water pressure (PSI) at the building to what is required based on recommendations from Rosser International Savannah, Mechanical Engineer of Record.
2. Through the memorandum of understanding presented to the Board on January 17, 2014, Garden City will reimburse the County \$59,869 for the utility extension.
3. Agreement history:

Original Agreement (06-10-11)	
Amendment No. 1 (08-09-13)	\$8,600,000
Amendment No. 2 (11-22-13)	\$ 139,000
Amendment No. 3 (12-20-13)	\$ 346,468
Amendment No. 4 (pending)	<u>\$ 59,869</u>
Revised Agreement Amount	\$9,145,337

FUNDING: SPLOST (2003-2008) - Garden City and Island Libraries
(3234980 - 54.13011 - 32360217)
(To be reimbursed Garden City)

ALTERNATIVES:

1. Board approval of a \$59,869 Amendment No. 4 to Construction Manager at Risk (CMR) agreement for the two (2) new libraries with J.E. Dunn Construction Company d/b/a R.J. Griffin and Company to include utility extension at the Garden City location.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to issue amendments to reflect changes in the scope of work.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____

MARC BUCALO

ITEM L

ISSUE: Request Board approval of a \$19,273 purchase of floor tiles from Culver Rug Company of Savannah, GA, for the modular buildings at the Sheriff's Department Complex Firing Range.

BACKGROUND: The modular buildings were received from the United States Marine Corps, Beaufort, SC. They are being converted into offices at the firing range.

FACTS AND FINDINGS:

1. A Request for Bids was publicly advertised and two (2) bids were received.

Culver Rug Company Savannah, GA	\$ 19,273
* United Ground Maintenance Svcs, Inc. Glennville, GA	\$ 23,903

* WBE

2. Staff believes the total cost of \$ 19,273 for the floor tiles to be fair and reasonable.

FUNDING: SPLOST (2008-2014) - Building/Law Enforcement Training Facility
(3244980 - 54.13011 - 32460747)

ALTERNATIVES:

1. Board approval of a \$19,273 purchase of floor tiles from Culver Rug Company of Savannah, GA, for the modular buildings at the Sheriff's Department Complex Firing Range.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award to the low, responsive and responsible bidder.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM M

ISSUE: Request Board approval to award an annual contract with renewal options for four (4) additional one (1) year terms, to Corizon Health, Inc., of Brentwood, Tenn., to provide inmate health care services at a monthly cost of \$422,852 for a total year one (1) annual cost of \$5,074,224.

BACKGROUND: The Detention Center currently processes approximately 18,000 inmates per year. Contracted services are required to provide inmates with on site healthcare and dental services.

FACTS AND FINDINGS:

1. A Request for Proposals to provide inmate healthcare was issued, advertised and mailed to known providers of this service. A mandatory pre-proposal conference was conducted which was accompanied by a site visit. Eight (8) firms attended the mandatory pre-proposal conference. Five (5) firms submitted proposals: Corizon of Brentwood, Tenn., Armor Correctional Health Services of Miami, Fla., CorrectHealth of Atlanta, Ga., Correctional Healthcare Company of Greenwood Village, Colo., and Correct Care Solutions of Nashville, Tenn.
2. The written proposals received were scored by a committee consisting of two representatives from the Detention Center Administrative Staff, Assistant County Manager and the Vice President of Revenue Cycle from Memorial Hospital. The selection committee rated proposals based on experience, qualifications, capability, financial strength, and minority and woman owned business participation in accordance with the request for proposals.
3. Proponents were required to submit their fee proposals based on the firm accepting full catastrophic/full risk. In addition, all firms were required to include all pharmaceuticals and a per diem charge for inmates in excess of 1700 inmates.
4. Staff recommends contract award to the incumbent contractor, Corizon, based on the methodology for the recommendation of award as stated in the RFP. Corizon received the highest rating on the technical evaluation and also submitted the lowest fee proposal. See technical evaluation matrix page 20.
5. Fixed fee proposals were requested for the initial three years of the contract. The original three (3) year cost proposals were as follows:

Corizon Health, Inc. Brentwood, Tenn.	\$16,562,664
--	--------------

Correct Health Atlanta, Ga.	\$16,896,279
--------------------------------	--------------

Correctional Healthcare Greenwood Village, Colo.	\$17,280,220
---	--------------

- Correct Care Solutions \$17,404,157
Nashville, Tenn.
- Armor Correctional \$21,885,900
Miami, Fla.
6. Negotiations were conducted with the highest ranked and lowest cost proposer resulting in a reduced three year cost of \$15,736,428. Future year increases will be negotiated based on the medical CPI but not to exceed 4%.
 7. The negotiated fee of \$422,852 represents a reduced cost to the County of \$59,654 per month compared to the current rate of \$482,506. This represents an annual savings to the County of \$715,848 compared to the current contract.

FUNDING: General Fund/M&O - Detention Center
(1003326 - 52.12006)

ALTERNATIVES:

1. Board approval to award an annual contract with renewal options for four (4) additional one (1) year terms, to Corizon Health, Inc., of Brentwood, Tenn., to provide inmate health care services at a monthly cost of \$422,852 for a total year one (1) annual cost of \$5,074,224.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to award contracts to the overall highest ranked firm.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
RUSHEDA ADESHINA

ITEM N

ISSUE: Request Board approval of the \$39,500 professional services contract with TATC Consulting, Inc., to identify and perform an objective review of how the Georgia Juvenile Justice Reform Act (Georgia House Bill 242) will affect the responsibilities of the Chatham County Juvenile Court, the District Attorney's Office and any other part of the Chatham County Government.

BACKGROUND: On May 23, 2008, the Board approved an "as needed" contract with TATC Consulting, Inc., for Consulting Services to Evaluate Efficiency of Various County Departments (Management Efficiency). This contract has been renewed annually up to May 23, 2014. Funding for projects approved under this contract has been encumbered forward since the beginning of the contract and amounted to \$248,301 at the beginning of the 2013/2014 fiscal year. This amount was reduced by \$125,000 for the proposal to review the Sheriff's Department and Detention Center leaving funds available to complete this work.

FACTS AND FINDINGS:

1. The Commission has requested the services of Chatham County's retained management consultant to develop a plan and perform an objective review of how the Georgia Juvenile Justice Reform Act (Georgia House Bill 242) will affect the responsibilities of the Chatham County Juvenile Court, the District Attorney's Office and any other part of the Chatham County government.
2. Staff supplied a request for services and fee proposal to TATC regarding the request from the Commission. TATC has submitted their work plan to perform this review for a fixed fee of \$39,500.
3. The following are the task necessary to complete the project:
 1. Start and Manage Project
 2. Collect and Review Information Relating to House Bill 242
 3. Conduct Field Interviews
 4. Collect Relevant Work Volume Data
 5. Compare requirements of House Bill 242 to proposed Operational changes
 6. Assess business processes and work volume management
 7. Prepare Final Report

FUNDING: General Fund/M&O – County Commissioners
(1001110 - 52.11001)

ALTERNATIVES:

1. Board approval of the \$39,500 professional services contract with TATC Consulting, Inc., to identify and perform an objective review of how the Georgia Juvenile Justice Reform Act (Georgia House Bill 242) will affect the responsibilities of the Chatham County Juvenile Court, the District Attorney's Office and any other part of the Chatham County Government.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve additional work to "as needed" professional services contracts.

RECOMMENDATIONS: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM O

ISSUE: Request Board approval of \$33,800 for the purchase of a one (1) year contract with Gartner, Inc., to provide consulting services for the I.C.S. Department.

BACKGROUND: Chatham County has a need for research based comparison with other similar organizations on support agreements, contractual services, and complex systems. Chatham County needs more accurate methods of determining the performance of technology vendors and products as well as trend analysis for optimal decision making.

Gartner, Inc., is a research firm with access to company and government data for the purposes of research related to technology trending, practices, predictions, and pricing. They also provide to subscribers impartial information used for comparing technologies through packets, webinars, publications, and direct one-on-one consulting.

FACTS AND FINDINGS:

1. The Gartner services comprise an executive toolset used for insight into the dynamic changes throughout the Information Technology industry.
2. Gartner provides market analysis of hardware and software available along with performance measurements of companies and products.
3. Gartner provides enhanced contract review for technology purchases or support agreements. By comparing the contracts adopted by hundreds of other organizations, changes can be made to reduce pricing or add value. This information is otherwise unavailable unless obtained through salespersons associated with the purchase, which is then inherently biased.
4. Gartner provides analytical trending based on surveys and actions taken by clients.

FUNDING: I.C.S. - Management Consulting Services
(1001535 - 52.11001)

ALTERNATIVES:

1. Board approval of \$33,800 for the purchase of a one (1) year contract with Gartner, Inc., to provide consulting services for the I.C.S. Department.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve consultant services which will improve departmental decision making.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

I.C.S. APPROVAL _____
NICK BATEY

PREPARED BY _____
PURCHASING AGENT

=====

PERSONAL PRIVILEGE

Chairman Scott said, the only other thing I'll say about this is that one of the things that we're going to ask when we go up for Savannah Day is to ask our legislators to be aware of unfunded mandates and if it -- if they could, and -- and -- and they have the ability to request it. When you introduce legislation, and be it whatever kind of reform they're trying to put forth, you can actually get an impact study on that legislation and determine what will be the impact on local government if it passes. They seldom if ever ask for that impact study, and that's one of the things that we're going to ask the local legislative delegation to please do. When you're passing local legislation, or state-wide local legislation that impacts an operation in your county, that you ask for an impact study so that you will be aware of what the potential taxes, or increased taxes are you going to pay on your home. Commissioner Brady before we move on.

Commissioner Brady said, and I appreciate that comment, Mr. Chairman, and I surely hope they agree to it. I know I've been trying to get them to do it for years, but may I suggest that before our arrival, that possibly the county staff could come up with a list of what they know to be unfunded mandates? I mean a short list or something that we can go in there with, 'cause if we can't --

Chairman Scott said, I -- I don't know about coming up with an entire list, because we don't know what all they're going to intro -- introduce, but we can, you know, we know what we're currently funding --

Commissioner Brady said, that's what I mean.

Chairman Scott said, -- in unfunded mandates, but Attorney Hart has been instructed to come up with this list, and it's only -- only going to be four or five items, and soon as he perfects it, we're going to share it with everybody before that time so you can get familiar with it, and then -- so when we go up there, we're -- we're all talking from -- or singing from the same sheet of music, and we want to keep it pointed. We don't want a long list, and -- and we don't want to bring the legislators in for an opportunity to beat up on them because that's not our intent, and one of the things that we're going to ask them to look at is when local constitutional officers and stuff take the local supplement, and then they go back and lobby the legislators to give them longevity pay on top of it, that -- that ought to be taken into consideration that you can go for the local supplement or you can go for the longevity pay, whichever is greater. When you do both, and you give one court longevity, you don't give the other court longevity, and that's when you get a lower court judge making more money or as much money as a Superior Court Judge or you get a clerk who's making more money than the Sheriff or the Tax Commissioner, and so it gets out of kilt, and we want them to take that into consideration. And -- and so it isn't a long list of things that we want to do, but it's things that -- that's been impacting our budget and that we've discussed over the years, and there's only four or five of them, and -- and I don't know when Jon will be through with the list. Jon, can you give us some indication?

County Attorney Hart said, sure. The -- you know, we pretty well got most of the things that have been discussed pretty much ready to go, 'cause I figure we're going to have a fairly short legislative session this term, and -- and I think the Chairman's advice is excellent, coming up with a short list, a truly short list and asking for a few things is a lot better asking for a lot. You look a lot worse if you don't deliver on anything, and when you got a short session, they're not going to be looking to take up a bunch of controversial issues, they're going to be interested in getting the session done and out of there and back so they can campaign.

Chairman Scott said, the only financial issue that we're asking them for, if you recall, Governor Purdue, we had a \$10 increase in inmate reimbursement, and when the State had a shortfall in their budget, they took the \$10 away, and -- so the county could pick up the cost. All we're asking them -- not to pay what it actually costs to house an inmate, but the \$10 that they took back during hard times, now that their budget collection -- or revenue collection is up, give us the \$10 back that you took away.

Commissioner Thomas said, exactly.

Chairman Scott said, and -- and so that's -- that's all we're asking in terms of inmate housing allowance. We're not asking them to pay what it actually costs. All we're saying that you -- you -- you've taken \$10 away from what you were giving us, please give us the \$10 back now that revenues are up in the state. And -- and that's the only financial thing that's on the list.

Commissioner Brady said, aside from unfunded mandates. The four or five that --

Chairman Scott said, aside -- that's not -- that's not financial. Are -- we are asking them to do an impact study, and then -- before they consider it, so they'll know that they're voting for something that will ultimately increase taxes.

Commissioner Brady said, I understand. I -- I just wanted to make sure --

Chairman Scott said, yeah.

Commissioner Brady said, -- that we would have at least a list to talk about of what we are currently experiencing under unfunded mandates. Short list.

Chairman Scott said, and --

Commissioner Brady said, they need to hear examples.

Chairman Scott said, yeah, and I'm -- I'm sure the -- that the County Manger can get --

Commissioner Brady said, from my experience.

County Manager Abolt said, we -- we keep a running inventory with each budget. So, Ms. Cramer and now Ms. Davis can produce that quickly, sir.

Chairman Scott said, yeah, Ms. Cramer can certainly get us up a list.

County Manager Abolt said, quickly we can do that.

Chairman Scott said, yeah.

Commissioner Brady said, that would be great.

Chairman Scott said, and -- and the other thing we wanted to share with them is -- is all these local supplement that we're paying constitutional officers because I can tell you collectively the members of the legislators are not familiar with the entire list. Individual members of the legislature might be familiar with it, but they're not familiar with the total thing.

Commissioner Brady said, oh, I agree.

Chairman Scott said, and -- okay.

Commissioner Thomas said, I agree.

=====

XI. FIRST READINGS

Proposed changes to ordinances must be read or presented in written form at two meetings held not less than one week apart. A vote on the following listed matters will occur at the next regularly scheduled meeting. On first reading, presentation by MPC staff and discussion only by Commissioners will be heard. Comments, discussion and debate from members of the public will be received only at the meeting at which a vote is to be taken on one of the following listed items.

- 1. THE PETITIONER, SEAN MCCRAY, IS REQUESTING APPROVAL TO REZONE PROPERTY LOCATED AT 1491 AND 1499 GROVE POINT ROAD FROM THE EXISTING P-B-C (PLANNED COMMUNITY BUSINESS) ZONING CLASSIFICATIONS TO THE R-1 (ONE FAMILY RESIDENTIAL) ZONING CLASSIFICATION. THE MPC RECOMMENDS APPROVAL.
MPC FILE NO. Z-1311118-00102-1
[DISTRICT 6.]**

Chairman Scott said, all right. Now we have some First Readers that -- and one is the -- the Petitioner, Sean McCray is requesting approval to rezone property located at 1491 and 1499 Grove Point Road from the existing P-B-C, Planned Community Business zoning classification to R-1, one residential zoning classification. The MPC recommends approval.

=====

- 2 THE PETITIONER, SEAN MCCRAY, IS REQUESTING THAT THE FUTURE LAND USE CATEGORY FOR THE SUBJECT PROPERTIES 1491 AND 1499 GROVE POINT ROAD BE CHANGED FROM COMMERCIAL-REGIONAL TO RESIDENTIAL-SUBURBAN SINGLE FAMILY. THE MPC RECOMMENDS APPROVAL.
MPC FILE NO. Z-1311118-00102-FLUM
[DISTRICT 6.]**

Chairman Scott said, and then two, the Petitioner, Sean McCray is requesting that the future land use category for the subject property at 1491 and 99 on Grove Point Road be changed from Commercial Regional to Residential Suburban Single Family, and the MPC recommends approval, and we've got the MPC staff here.

This is a First Reader, but if you have any questions at this point or if the MPC wanted -- want to add anything.

Mr. Marcus Lotson said, good morning.

Chairman Scott said, Commissioner Brady has a question.

Commissioner Brady said, good morning. First question I have, did any resident show up at the hearing opposed to this rezoning petition request?

Mr. Lotson said, no, there were -- there was no opposition from the residents of the neighborhood.

Commissioner Brady said, okay. And then second question I have is tell me what the difference is between -- just a short, brief description between R-1 and R-6. Is --

Mr. Lotson said, essentially the -- the -- the difference is that an R-1 is a -- is a county zoning district for one family residential, and R-6 is a City of Savannah district.

Commissioner Brady said, so -- okay. Okay. That's good, 'cause that -- that -- that concerned me, the difference between those numbers. Thank you.

Chairman Scott said, Commissioner Shabazz from the 5th District.

Commissioner Shabazz said, is -- is -- currently it's commercial. It's zoned commercial, right now, right?

Mr. Lotson, yes, sir.

Commissioner Shabazz said, what -- is there a business -- is it just land or what -- what is it?

Mr. Lotson said, well there are two properties. One property is an existing residence. It's actually the parents of the petitioner, and the -- the other property is a vacant property, and the petitioner is requesting that the zoning be changed so that he can build a home on that vacant property.

Commissioner Shabazz said, okay. All right.

Mr. Lotson said, so there are no businesses. It's just been zoned commercial for many, many years.

Commissioner Shabazz said, okay.

Chairman Scott said, and -- there's no action to be taken today, but will be --

Mr. Lotson said, yes.

Chairman Scott said, -- at our February 14th meeting, but I wanted to make certain that you have any questions answered today. So if it was something that the MPC couldn't answer today that they would be prepared for you at the next meeting. So is there any further question?

Commissioner Brady said, yeah.

Chairman Scott said, go ahead.

Commissioner Brady said, something Commissioner Shabazz said. So all he really wants to do is build one home. He doesn't want to try to turn this into a subdivision.

County Attorney Hart said, he's down zoning.

Mr. Lotson said, yes.

Commissioner Brady said, well, I understand the down -- hey, I appreciate down zoning.

Mr. Lotson said, yes.

Commissioner Brady said, on the southside.

Mr. Lotson said, he's only going to build one home on the property.

Commissioner Brady said, okay. Thank you.

Chairman Scott said, thank you.

Mr. Lotson said, thank you.

Chairman Scott said, that's First Reader, and we'll -- we'll take action on those items and -- and -- February 14th.

=====

XII. SECOND READINGS

Chairman Scott said, there are no Second Readers for consideration.

=====

XIII. INFORMATION ITEMS

Chairman Scott said, and everything else on the agenda is informational items here.

1. PROGRESS REPORT ON GENERAL FUND CONTINGENCY ACCOUNT - M&O AND THE SPECIAL SERVICE DISTRICT (SEE ATTACHED).

ACTION OF THE BOARD:

A status report was attached as information.

=====

2. LIST OF PURCHASING ITEMS BETWEEN \$2,500 AND \$9,999 (See Attached.)

ACTION OF THE BOARD:

A status report was attached as information.

AGENDA ITEM: XIII-2

AGENDA DATE: January 14, 2014

List of Purchasing Items between \$2,500 and \$9,999
That Do Not Require Board Approval

ITEM	DEPT.	SOURCE	AMOUNT	FUNDING
Repair to 350kw generator	Mosquito Control	Cummins Power South LLC	\$2,676	General Fund/M&O - Mosquito Control
HVAC repair at Police Annex	Facilities Maintenance and Operations	Boaen Mechanical Contractors, Inc.	\$2,630	Reimbursable Expense
Concrete for drainage improvement at Chatsworth Cul-de-sac on Wilmington Island	Engineering	Argos Ready Mix	\$7,500	SPLOST (2008-2014) Chatsworth Cul-de-sac
Preparation of staking and easement plat for Shipyard-Lehigh drainage improvement project	Engineering	Hussey, Gay, Bell & DeYoung, Inc.	\$5,200	SPLOST (2003-2008) Shipyard/Beaulieu
Conference room furniture for Detention Center Expansion Project	Detention Center	VIP Printing & Office Supply	\$5,098	CIP-Jail Expansion Fund (SPLOST Funding)
160 tons of asphalt millings for roadway repair	Public Works and Park Services	ADRS Services, Inc.	\$2,880	SSD-Public Works
Demolish Central Avenue pump station	Public Works and Park Services	American Clearing & Hauling	\$4,800	Water and Sewer
One (1) carpet extractor	Facilities Maintenance and Operations	Paper Chemical Supply Company	\$3,356	General Fund/M&O - Facilities Maintenance and Operations

ITEM	DEPT.	SOURCE	AMOUNT	FUNDING
Removal/replace 10-ton HVAC unit at Port City Library	Facilities Maintenance and Operations	Air Services and Refrigeration Specialties, Inc.	\$9,725	Reimbursable Expenses

=====

EXECUTIVE SESSION

Chairman Scott said, there will be a need for an executive session.

County Manager Abolt said, personnel and litigation, sir.

Commissioner Center said, Mr. Chairman, I -- I move that we go into executive session for the purpose of discussing personnel and litigation.

Commissioner Shabazz said, second.

Commissioner Stone said, second.

Commissioner Thomas said, second.

Chairman Scott said, properly moved and second. Hearing the motion, any discussion? Hearing none, all in favor of the motion indicate by voting yes, opposed no. The motion carries.

ACTION OF THE BOARD:

Commissioner Center moved to recess to Executive Session for the purpose of litigation and personnel. Commissioners Shabazz, Stone and Thomas seconded the motion and it carried unanimously.

The Board recessed at approximately 11:40 a.m.

=====

ITEMS FROM EXECUTIVE SESSION

- 1. REQUEST BOARD APPROVE A MOTION TO AUTHORIZE THE CHAIRMAN TO EXECUTE AN AFFIDAVIT THAT THE EXECUTIVE SESSION WAS HELD IN COMPLIANCE WITH THE OPEN MEETINGS ACT.**

ACTION OF THE BOARD:

Commissioner Center moved to authorize the Chairman to execute an Affidavit that the Executive Session was held in compliance with the Open Meetings Act. Commissioner Brady seconded the motion and it carried unanimously. [NOTE: Commissioner Kicklighter was not present for the vote.]

=====

- 2. LAWSUIT SETTLEMENT**

ACTION OF THE BOARD:

Commissioner Center moved to authorize \$25,000 as settlement of the Linda Shavers civil action. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioner Kicklighter was not present for the vote.]

=====

- 3. LAWSUIT SETTLEMENT**

ACTION OF THE BOARD:

Commissioner Center moved to authorize \$2,500 as settlement of the Daryl Hilton workers' compensation claim. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioner Kicklighter was not present for the vote.]

=====

3. LAWSUIT SETTLEMENT

ACTION OF THE BOARD:

Commissioner Center moved to authorize \$13,250 as settlement of the Brittany Kobayashi (\$11,250) and Paul George (\$2,000) civil action. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioner Kicklighter was not present for the vote.]

=====

APPOINTMENTS

1. Chatham County Hospital Authority

ACTION OF THE BOARD:

Commissioner Brady moved to approve the reappointment of Don Waters to serve on the Chatham County Hospital Authority. His term is set expire October 24, 2019. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioner Kicklighter was not present for the vote.]

=====

ADJOURNMENT

There being no further business to be brought before the Commissioners, the Chairman declared the meeting adjourned at 12:40 p.m.

=====

APPROVED: THIS _____ DAY OF FEBRUARY, 2014.

**ALBERT J. SCOTT, CHAIRMAN, BOARD OF
COMMISSIONERS OF CHATHAM COUNTY,
GEORGIA**

JANICE E. BOCOOK, CLERK OF COMMISSION