

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF CHATHAM COUNTY, GEORGIA, HELD ON FRIDAY, FEBRUARY 13, 2015, 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 9:30 a.m. on Friday, February 13, 2015.

Chairman Scott said, good morning and welcome. Please be seated. I ask that you be seated at this time and once we've had our invocation and devotional service and the pastor indicate it's time for prayer, if you re-stand and remain standing through Pledge of Allegiance, and I'm going to ask the Commissioner from the 5th District, Commissioner Shabazz will lead us this morning.

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II. INVOCATION

Chairman Scott said, for members of the Commission who may not know the history of -- of the church in which the pastor who's here today to lead us in devotion represent, I want to just call to your attention, this is Bethlehem Baptist Church. Reverend L. Scott Stell came to Savannah in 1952 from a small town outside of Griffin, Georgia. He came to answer the call as the pastor of Bethlehem Baptist Church. In 1970, Reverend L. Scott Stell became the first African American elected to the Chatham County Commission. He served on this Commission until 1983. There's a park that this Commission honored him in -- with, bears his name. And then Reverend Stell went on to pastor that church, if my recollection is correct till 1985. And after stepping down from pastoring that church, Reverend Stell died within months, and I just wanted to bring that to your attention in this month of black history, and I thought it would be befitting to have the pastor of that historic church with us today to lead us in devotion. Now he's pastor Wilson Scott, Jr. He's the current senior pastor of Bethlehem Missionary Baptist Church. I've known Pastor Wilson for a number of years. In fact, we go back, he was, of course, a couple of years ahead of me in high school, but I went to high school with his sister, and I knew his family. He lived back then in the 5th District, Commissioner. I don't know where he lives now, but he lived in the 5th District back when we were in high school. He went to Beach High School. So it is with a great deal of pleasure that I bring to you today Pastor Wilson Scott, Jr., who is senior pastor of the historic Bethlehem Missionary Baptist Church.

Pastor Wilson Scott, Jr., said, thank you Mr. Chairman. Thank God for this Commission. I see a lot of faces, of course, that I know, most of you, and -- have been around during the time that I played basketball for Beach High School, and I would like to say because we have some athletes here that over at Beach we won the state championship in 1967, and we were the last ones to do that at Beach High School. So that -- that's pretty good. We are here to -- to do a devotion, to encourage you, to let you know that prayer is essential for this meeting and for all meetings that you have. We must always invoke the Lord presence because with his presence you can work out situations better. You are more effective. Your problems will not be as tough as they would normally be, and this is a good thing that you have devotion. The Bible says in Luke 18 and 1 that men ought to always pray -- always pray, and not faint, simply meaning, don't give up. Don't lose hope because of what happens, because things didn't go your way, but just continue to pray. Continue to pray and ask God to -- to work it out for you because he will work it out because he is a working it out God.

Pastor Scott said, the Bible says in Timothy the second chapter, therefore, I exalt first of all that supplications, prayers, intercessions, and giving all thanks be made of all men. For the kings, goes as the government, and all who are in authority, that we may lead a quiet and peaceful life in all goodness and reverence. Simply to say that you guys, whether you believe it or not, many, many people are praying for you. We have a prayer line that we do once a month that lasts a week, and we take one night to pray for government officials, civil -- people in civil authorities so that we can make their life better so that whatever they're confronted with will not be a -- a problem that cannot be worked out. You need prayer, and -- and we do that. We pray for our president. We pray for all those who are in high authority. We must understand we must do this. The Bible says in Proverbs, we must trust in the Lord. We must trust God. The Bible says we must trust the Lord with all thine heart and lean not to thy own understanding but in all matters acknowledge him, and He will direct your path. He will direct your path if you acknowledge him. If you put him first, because the Bible says, seek ye first the kingdom of God and all of his righteousness, and all of these things that we need, that we're trying to accomplish in a group, will be added unto you, and we must believe that because the Bible say he that cometh to God must believe and believe that He is and that He is a rewarder of them who diligently seek Him. So he will reward you. He'll reward -- how will he reward you? He'll reward you in a good meeting today. That -- that all of the foolishness will not be in this meeting. It will be because God is here. At this time we're going to pray.

Pastor Scott gave the invocation as follows:

Heavenly Father, we -- we come, oh God, to tell you thank you. Lord, you said in all things that we should give thanks because it is the will of God concerning you. God, we thank you for being concerned about everybody. We thank you for being concerned about those that are up and those that are down. We thank you for being concerned about this Commission. Oh God, we pray for our Chairman, Chairman Scott. We pray for all of the Commissioners. We pray for them individually, as well as collectively. Father we invoke your presence here today because we know that you're omnipresent, that you're everywhere at the same time, and Father we need you today. We need you throughout this day because we cannot make it without you. Because God, we know that. If we tried to make it without you, things would not be the way they should be. So we invoke you, Lord. But Father, we just pray for this city. We pray, oh God, that you will have us to be a progressive city. More progressive, oh God, that we pray, oh God, that this city will -- will represent you and honor you, oh God. In the name of Jesus we bless you now and we love you, and we pray for families everywhere, that you will strengthen them and keep them, guide them and protect them. We pray for everyone here today, that you would give them what they needs, because you said that my God will supply all our need according to his riches in glory, and we believe you, Lord. We believe you and we love you and we magnify you and we honor you and forgive us of our sins. In the precious name of Jesus the Christ. Amen.

Members of the Commission and Members of the audience collectively said, Amen.

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III. PLEDGE OF ALLEGIANCE

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

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POINT OF PERSONAL PRIVILEGE

Commissioner Center said, may I make a comment?

Chairman Scott said, yes.

Commissioner Center said, all right. Good morning, Pastor Scott. Members of the audience and fellow Commissioners, Pastor Scott has probably heard me tell this story a number of times, but I have to repeat it, especially now, since I get to do so as a County Commissioner, and I'd especially like the high school state champions to hear this because I was a senior in high school in 1967 when Savannah for the first time played white schools against black schools in integration, and no one would know how it would work, and none of us believed, and we were 18 and Pastor Scott was 17, a year younger than I was, that we'd ever grow to this age and look back. And I've got to tell you, watching him play and his team play basketball, it's amazing what sports did in bringing this community together. That was 48 years ago, and I still remember Andrew Knowles and Eugene Brown playing the front two and along the baseline you had Wilson Scott, Roger Moore, and David Hall, and once the ball went up, one of those -- they -- they had three up front and two in the back, either Roger Hall -- Roger Moore or David Hall would get the rebound and Wilson Scott, Eugene Brown and Andrew Knowles just took off the minute the other team shot and automatically had a three on whatever. They played against Johnson High School, and four times they played and I think the total score difference may have been 10 points, but all four games, both teams scored more than 100 points in a 32-minute game. This was the best -- I'm telling you I don't even care that they a kid at Power Memorial in -- in -- in Lew Alcindor now Kareem Abdul Jabbar, this was the best high school basketball team ever. The Atlanta papers never appreciated Savannah, and they said Beach High is fast, and they're strong and they're big, and they had seven guys who could dunk it back then, and dunking it back then was something you didn't hear of. Warm ups, they'd go ah whoomp, and you'd hear seven in a row. Still had the best high school cheer I ever heard or learned, everywhere they go, people want to know who we are. It was a great cheer. This was an incredible basketball team, and the Atlanta paper said there's no way they could stay on the court with South Fulton. They won that state championship game, and I still remember, 94 to 44, by 50 points. I think they went 29 and 1 that year, and Coach Holmes, they lost only to one team --

Commissioner Holmes said, Savannah High.

Commissioner Center said, -- in the 1967 Christmas tournament, and do you know what team that was?

Commissioner Holmes said, Savannah High.

Commissioner Center said, my school, Savannah High School. But I've loved them ever since and -- and they were so good, their sixth man, Larry Gator Rivers, went on to become a Harlem Globetrotter, and their coach, the legendary Russell Ellington, who they brought back to coach also coached the Harlem Globetrotters. What

a great memory in my life, and I've felt close, and I know Wilson Scott's heard it. Every time we're together in public I'll bring it up. But it stays with you, and you guys, what you all have done will stay with you, but I really commend you. Pastor Scott, it's nice to know you. I really feel like I'm one of your friends. It's just always great to be in your audience. Thank you for your prayer today.

Pastor Scott said, thank you, and you are my friend.

Commissioner Center said, thank you.

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CERTIFICATE OF APPRECIATION

Chairman Scott said, pastor, we're not allowed to compensate you, but I did want to present you with a certificate of appreciation for your willingness to come down here today and to give us the invocation. Thank you so much.

Commissioner Center said, that was just a portion of his greatness, but I remember that.

Pastor Scott said, thank you very much. I eulogized Andrew Knowles.

Commissioner Center said, that's right. He buried his teammate. You told me that, Andrew Knowles.

Pastor Scott said, and Charles Jordan, which is very close to my heart. I'm going to leave now. If that's okay? I can leave now?

Chairman Scott said, yes.

Commissioner Center said, thank you very much.

Pastor Scott said, thank you.

Commissioner Thomas said, thank you.

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IV. ROLL CALL

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

Also present: Lee Smith, County Manager
 R. Jonathan Hart, County Attorney
 Janice Bocook, County Clerk

Not present: Lori L. Brady, District Six
 Dean Kicklighter, District Seven

Chairman Scott said, I recognize the Commissioner from the 3rd District for the purpose of making a motion.

Commissioner Center said, Commissioner Brady is ill today, and I move that we excuse her.

Commissioner Holmes said, second.

Commissioner Thomas said, second.

Commissioner Farrell said, second.

Chairman Scott said, all in favor indicate by voting yes, opposed no.

Commissioner Farrell said, I'd like to make a motion.

Chairman Scott said, at this time I'll recognize the Commissioner from the 4th District for the purpose of making a motion.

Commissioner Farrell said, I would like to make a motion that we excuse Dean Kicklighter. He's under the weather today from this meeting.

Commissioner Holmes said, second.

Commissioner Center said, second.

Commissioner Shabazz said, second.

Commissioner Thomas said, second.

Chairman Scott said, heard the motion. Any discussion? Hearing none, all in favor of the motion indicate by voting yes, opposed no. They're excused.

ACTION OF THE BOARD:

- a. Commissioner Center moved to excuse Commissioner Brady from the Commission meeting. Commissioner Holmes seconded the motion and it carried unanimously. [NOTE: Commissioner Kicklighter was not present.]
- b. Commissioner Farrell moved to excuse Commissioner Kicklighter from the Commission meeting. Commissioner Holmes seconded the motion and it carried unanimously. [NOTE: Commissioner Brady was not present.]

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CHATHAM COUNTY YOUTH COMMISSION

Chairman Scott said, at this time I will recognize our vice Chair for the purpose of introducing the members of the Youth Commission who is present today.

Commissioner Thomas said, thank you, Mr. Chairman. I almost forgot that was part of my duty. Here with us this morning is JeQuan Hatcher. He is from Benedictine, and we're delighted to have him, and I can't see the name. Is that Nadia?

Youth Commissioner Nafia Hamilton said, Nafia.

Chairman Scott said, Hamilton.

Commissioner Thomas said, Hamilton, from Johnson High School. We're delighted to have you with us today.

Youth Commissioner Hamilton said, thank you.

Commissioner Thomas said, feel free to participate in the discussions. Okay?

Chairman Scott said, Ms. Hamilton.

Youth Commissioner Hamilton said, to celebrate Valentine's Day, the Chatham County Youth Commission with Safe Shelter is sponsoring Love Shouldn't Hurt to educate high school aged students on the dangers of teen dating violence, social media stalking, and various types of dating bullying. There are far too many deaths directly related to domestic violence in Georgia. Many of these victims were young and younger than us. Lives like ours that could have been attending high school, preparing for college, cut drastically short because of domestic violence. If you are in an abusive relationship, if you are being hit or emotionally abused, if you are being stalked on Facebook or Twitter by someone that you think you love, please call 911 or Safe Shelter at 912-629-8888. The Chatham County Youth Commission wants you to know that kisses are better than disses and that love should never hurt. Thank you.

Commissioner Thomas said, very good.

Commissioner Holmes said, thank you.

Chairman Scott said, thank you.

Commissioner Thomas said, well said.

Commissioner Center said, thank you. Thank you for our chocolates.

County Manager Smith said, Mr. Chairman, if we could ask our web master if we could add that to not only the television, but if we could add that to our website also, if that's appropriate, those numbers and information.

Chairman Scott said, okay. That's fine.

Commissioner Thomas said, thank you.

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V. PROCLAMATIONS AND SPECIAL PRESENTATIONS

1. RECOGNITION OF MEMORIAL DAY SCHOOL BLUE THUNDER FOOTBALL TEAM, WINNERS OF THE 2014 GEORGIA INDEPENDENT SCHOOL ASSOCIATION AA FOOTBALL CHAMPIONSHIP.

Chairman Scott said, okay. It's -- it's really an honor and a pleasure to have an opportunity to invite back the Memorial Day Care [sic] Blue Thunder football team. I earlier, I was kidding some of them, I said, are you guys baseball players? They said, no, we're football players. I says, well, you're too small to be football players, and he said, well, that's what everybody says, but we keep winning. But Memorial Day School was founded for those who may not know in 1971 and to seek to prepare each student for diverse challenges, opportunities of higher education, and responsible citizenship in a democratic society, rapidly changing world. And that was the principle in which that school was founded, and it -- it's such a great pleasure to have them here today and present them with resolution -- with a proclamation, and I'm just going to read a little of the proclamation, and then we're going to present these fine athletes, and then I'm going to call on Coach Thompson, along with the staff to come and -- and make remarks and introduce everybody who's here, or if the coach -- if the coach is not the appropriate person, whoever wants to be the spokesperson for the school. But, I mentioned that Memorial Day School was founded in 1971 --

Chairman Scott
read the
proclamation as
follows:



WHEREAS, Memorial Day School, founded in 1971, seeks to prepare each student for diverse challenges, opportunities of higher education, and responsible citizenship in a democratic society and rapidly changing world; and

WHEREAS, Chatham County is fortunate to have this educational facility that provides education in a family atmosphere with caring, loving, nurturing faculty and staff, and in that spirit, we salute with pride, Memorial Day School; and

WHEREAS, Coach Michael Thompson, who in just seven years of coaching, has won two state basketball and four state football championships and is the 11th ranked coach in the State of Georgia with 50 or more wins; and

WHEREAS, Coach Michael Thompson along with his staff, led the Blue Thunder football team to the Georgia Independent School Association 2014 AA State Championship which resulted in the Blue Thunder's receiving its unprecedented fourth State Championship in seven years.

NOW, THEREFORE, I, Albert J. Scott, Chairman, on behalf of the Chatham County Board of Commissioners, do hereby congratulate:

MEMORIAL DAY SCHOOL'S

BLUE THUNDER FOOTBALL TEAM

for winning the 2014 Georgia Independent School Association AA Football Championship and applaud its Head Coach, Michael Thompson; Assistant Coaches, Darien Thompson, Patrick Bolen, Bo Dudley, Tracy Miller, and Taylor Thompson; Athletic Director, Mark Sussman; Statistician, Tom Bolen; and Managers, Troy Thompson and Dwayne Ruff for their skills and leadership making it possible for the team to achieve this high honor.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of Chatham County, Georgia, to be affixed this the 13th day of February 2015.

Albert J. Scott, Chairman
Chatham County Commission

ATTEST:

Gail F. Gordon, Administrative
Assistant to the Chairman

Chairman Scott said, and Coach, please come up and introduce those who are here, and it's head coach, Michael Thompson, you have the assistant coach, Darien Thompson, Patrick Bolen, Bo Dudley, Tracy Miller, Taylor Thompson, athletic director, Mark Sussman, and so -- statistician, Tom Bolen, and manager Troy Thompson and Dwayne Ruff. Are all of you all here today?

Coach Michael Thompson said, no, I'm the only coach that's here today.

Chairman Scott said, okay. All right.

Coach Thompson said, I wanted -- before I get started introducing the team, I just take a few moments to thank you guys for having us back again this year, and I just want to say it's always great when you can bring these youth into something and -- and they represent something that's always positive. And just like I tell the team, that when you win something as a team, it's something that's going to stick with you forever, and as you've seen with Reverend Scott, you always remember what was placed and what took place when he was playing with his team. Actually, I got to meet him just now, and my dad was young on that team. My dad -- I think my dad was a sophomore, and he played on the Beach High School that year also with River Gator, so, you know, it's always, you know, a privilege to hear about, you know, something positive.

Coach Thompson said, and I'm going to introduce the football team from Memorial Day school. First we have up front we have Mekhi Cooper. Stand up please. Myron Exley, Brian Miller, D'Quavis Douse, JaQuan Thomas, Jeremy Riggs, Kemuan Tillman, Rondall Newsome, Shavari Williams. You guys can have a seat. All right. In the back row we have Irvin Riley. We have Deiontre Cooper. We have Parker Lane, Zach Farrow, Malachi Stewart, Atha Stathopoulos, that's the second row. And then the further back we have -- have a -- be seated guys. We have Evan Lane and Bobby Cupstid, and also we have our head of school, Ms. Michalle Quarles and our athletic director, Mark Sussman. [Applause.]

Chairman Scott said, I'd like to ask -- I'd like ask any members of the Commission who wish to join me in presenting them with a framed copy of this proclamation. We also have an individual copy for all the members of the team, Coach, and I'll just pass that on to you in an envelope. And we did frame a copy for the school to put in whatever place they wish to. And again, we -- we look forward to hosting you next year. You know your challenge now. And we look forward to having you back. And just congratulations to all the young men. I will leave those copies with you and just want to congratulate you.

[NOTE: Members of the Commission congratulated the football team and school administrators.]

Chairman Scott asked, would anybody else like to make any remarks?

Commissioner Thomas said, while you're congratulating each other, I would like to say to the coach or coaches and to these very fine young men and to those who are watching this today, while we are celebrating a victory on the field of foot -- of football, I also would like to indicate having talked with the coach and others that these young men are academically well rounded. That's important because a lot of times they look at it from another point of view of just playing football, basketball, or whatever, but to entwine the academics with it, makes it even more special. So I just want to congratulate you and say to you keep up the good work and especially academically.

Ms. Michalle Quarles said, thank you again so much for including us in this wonderful day.

Chairman Scott said, feel -- feel free if you have any comments.

Ms. Quarles said, all I -- I really would just like to say one thing, and I'm glad you spoke on academics because that's really what Memorial Day School is about. I love winning, don't get me wrong. I'm more competitive probably than anybody in this room, but the competition is also in the classroom, and as I look at these young men again, we have the star student is on my football team. I know there was a joke made about the baseball

team being here, but, you know, probably half these boys that are leaving the room now also play basketball and baseball, so that they -- and they're still achieving in the classroom, taking AP classes, honors classes, and because really after high school, you don't know if you're going to go on to be an athlete later on, but your academics and college is what -- what's really going to get them where they need to go and will get them the recognition and the success in life. So thank you all again so much. [Applause.]

Chairman Scott said, thank you. I -- I'll recognize the Commissioner from the 4th District for comments, Memorial, before y'all leave.

Commissioner Center said, hold on.

Commissioner Farrell said, I just want to say that it -- it's quite a pleasure to have champion youth from Chatham County that we can recognize and hold up as an example throughout the community of what people can do when they focus on the right things for the right reasons, and I encourage you to continue on throughout your high school and further careers in whichever path that may take you to hold yourself up to high standards and high achievement in whatever you pursue, and this is a -- a great launching pad. You know that it's possible. You're a great example to all the youth throughout this county, and for that I -- I applaud you and -- and congratulate you and -- and just wanted -- want you to know, and the whole community to know that this is -- this is what we're really looking for to build a strong community. So thank you for what y'all have done and thanks for the leadership from the coaches and staff at Memorial, and all the people, the parents that play an important part in bringing this whole group of young men together to -- to make such high achievements and repeat them year after year is just incredible at that level. So my hat's off to you.

Ms. Quarles said, thank you.

Coach Thompson said, thank you.

Chairman Scott said, thank you all.

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2. PRESENTATION OF THE GOVERNMENT FINANCIAL OFFICERS' ASSOCIATION'S DISTINGUISHED BUDGET PRESENTATION AWARD FOR FISCAL YEAR 2014.

Chairman Scott said, the next item has also become a annual event, and that is the presentation of the Government Financial Officers' Association's Distinguished Budget Presentation Award. And at this time I'll recognize our Assistant Manager, Linda Cramer.

Assistant County Manager Linda Cramer said, good morning. You know me as your Assistant County Manager but I'm also a member of the Government Financial Officer Association's Executive Board, and in that capacity, I'm here today to present the Distinguished Budget award to the Chatham County Finance Department, which is a great privilege for me. So I'd ask them all to come forward. This is the 27th year that the finance department has earned this award. What it means is that the Department, after you closed out your budget process in June, they turned around in 90 days a document and submitted it to GFOA that was judged proficient in several categories and outstanding in other categories. So they worked very hard to -- to prepare this document, submit it and -- and make it meet the standards that GFOA asked for.

Assistant County Manager Cramer said, the County has a long tradition as you know of receiving this award. You can see our CAFR awards on the wall and our previous budget awards. I -- and I think that's a tribute to the staff. You have six people in your budget department. I believe four of them have been with the county probably around 20 years or more, and then you have two kind of newbies, which, you know, they're still adding a lot of value. Also, we have Amy Davis, our new finance director, and Alissa Fish, our assistant finance director, who contribute to the process. And the budget award really -- the budget document tells the story of what you did as the Board when you adopted the budget, what the challenges were, how the county addressed them, and the intent of the document is to lay out for the Chatham County citizens and other interested folks, you know, what the story was and what the county does and -- and your goals and how you're responding to your fiscal responsibilities. So, I'd like to introduce the staff. Of course, Amy Davis. Read DeHaven, our budget officer who's been here 25 years?

Mr. Read DeHaven said 29.

Assistant County Manager Cramer said, 29. Okay. I've missed a few. All right. Estelle Brown, assistant budget officer, 22?

Ms. Estelle Brown said, 25 in April.

Assistant County Manager Cramer said, 25 in April.? Oh gosh.

Chairman Scott said, time sure fly when you're having fun, huh?

Assistant County Manager Cramer said, I know. I missed four years somewhere. Melva [Sharpe], I'm not even going to try.

Ms. Melva Sharpe said, 25 yesterday.

Assistant County Manager Cramer said, 25 yesterday? Congratulations. You -- you know, when you're a county employee, that means you can retire when you hit 25. So y'all should be worried. Mark Bucalo's our newbie and two?

Mr. Mark Bucalo said, one year.

Assistant County Manager Cramer said, one, okay. One year. Chris Morris, long time analyst. 20?

Mr. Chris Morris said, 20 in August.

Assistant County Manager Cramer said, 20 in August. I got that one. Amy I know, one and a half.

Ms. Amy Davis said, and also not present today is Rusheda Adeshina. She is also part of the team. She is not here today, but -- these guys have been tasked this year with the zero-based budgeting process, which, ultimately saved our county 1.7 million, which we were able to repurpose for other projects and purposes, and we are continuing that process this next year and hope for the same success. When I first started here a year and a half ago --

Chairman Scott said, greater success.

Ms. Davis said, greater success, yes, and I have to say that that zero-based budget process, was Al Scott's idea, and he -- he should be credited with that.

Chairman Scott said, that was the Commission's idea.

Ms. Davis said, okay.

Chairman Scott said, they -- they bought into it.

Ms. Davis said, it was very successful, and we're going to continue that. When I first started here a year and ago -- half a ago, the then County Manager Russ Abolt made me promise that I would continue expanding this wall of brass as he called it, and I did make that promise, and then, they changed the presentation. So instead of getting a new brass plate every year, they're just giving us little dime things. So I haven't --

County Manager Lee Smith said, well, it's brass. It's a brass dot.

Ms. Davis said, it's a brass dot.

County Manager Smith said, yeah.

Ms. Davis said, yeah. So I just wanted to make sure Russ is not disappointed. We're still getting the award, it's just not expanding quite as fast. Thank you.

Commissioner Thomas said, Mr. Chairman?

Chairman Scott said, our vice Chair has some comments.

Commissioner Thomas said, I just want to express my sincere congratulations to this team, because you are a team, and because you are a team we have been successful throughout the various years, and I know that Russ will continue to smile and be very happy because this was one of the things that he was most happiest about, and I'm glad to see that you're continuing in this direction. Again, we appreciate each and every one of you. Thank you.

Ms. Davis said, thank you.

Chairman Scott said, okay. Mr. Manager, you have any comments?

County Manager Smith said, well, the only comment would be is this year we are, you know, in looking at zero-based budgeting, you know, I've been -- when I met with the Chair back in the spring of last year, we talked about zero-based, and that's something I had been doing for maybe ten years, so I was very pleased to see that the county had adopted this process. We know that it's a change for a lot of the team, for a lot of the staff. We're going even deeper this year. You're going to hear some things in our workshop next Tuesday about budgeting, about CIP, and the importance of planning, fiscally. So we're going to really lean on this team, the budget analysts and all of our departments. But I tell you, budgeting is not just about a department manager or myself or the finance officer. It's about every single person that works for this county. It's about everybody

that's on the road doing the job. They know how to do it better. They know where our cost savings are. They know where we're over spending, and we're asking them, and we're going to be talking about some programs we're going to put in place, but the finance office is kind of ground zero, and I appreciate their professionalism and also their pursuit to do better. And as you said, to go to even higher greatness. So we're looking forward to that, and I'm very proud of them. Thank you.

Ms. Davis said, thank you.

Chairman Scott said, thank you.

AGENDA ITEM: V-2
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

Presentation of the Government Finance Officers' Association Distinguished Budget Presentation Award for the fiscal year 2014.

BACKGROUND:

The Finance Department participates in the GFOA's award program with the annual submissions of its Comprehensive Annual Financial Report (CAFR) and Adopted Annual Budget to the Government Finance Officers' Association (GFOA).

FACTS AND FINDINGS:

1. This award represents a significant achievement by the County. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the County had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well the County budget serves as:
 - A policy document
 - A financial plan
 - An operations guide
 - A communications device
2. The County has received the Distinguished Budget Presentation Award for its budget for the last 26 years consecutively. The County anticipates submitting the fiscal year 2015 budget for review, which will be the 27th year in which we have submitted it to GFOA.

FUNDING:

No funding required.

POLICY ANALYSIS:

It is the policy of Chatham County to submit our budget annually to GFOA for review for the Certificate of Achievement for Financial Reporting.

ALTERNATIVES:

For information only.

RECOMMENDATIONS:

For information only.

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VI. CHAIRMAN'S ITEMS

1. REQUEST FROM JUDGE JOHN E. MORSE, JR., TO INCREASE ALLOWANCE FOR JURORS.

Chairman Scott said, okay. The next item is listed under Chairman's Item. But this is a request that came in from Judge Morse, and he was simply forwarding to us -- and he was simply forwarding to us a -- a request that was made by the grand jury, and we have Crystal Cooper who's here to speak on this item in behalf of Judge Morse who is -- who is not here today, and at this time I'll recognize Ms. Cooper.

Ms. Crystal Cooper, Superior Court Administrator said, good morning Mr. Chairman, Commissioners.

Commissioner Thomas said, good morning.

Ms. Cooper said, as mentioned by Judge Morse, the grand jury, the September grand jury is charged with making recommendations as to juror fees. This grand jury -- the September grand jury, along with several others have made the recommendation that the fees be increased to 20 to 30 -- or \$30 per day, and we have done some projections. If fees were increased \$30 per day, it would be about \$144,000 increase. Jurors are paid \$10 the first day that they report for jury service. If they are sworn and empaneled, they are then paid \$20 a day. Our grand jurors are all paid \$20 a day. If the increase were to be \$15 a day for all jurors and then \$30 each subsequent day, that would be an increase of about \$57,000 annually.

Chairman Scott said, okay. Do we have any questions of Ms. Cooper? We have our Pro Tem Commissioner Stone.

Commissioner Stone said, thank you, Mr. Chairman.

Chairman Scott said, 1st District.

Commissioner Stone said, I know that you're looking for a motion, and I'm -- I'm in favor of supporting the motion, I just want to bring up something that was mentioned to the Green Room by our County Manager, and that would be that this would not take affect until our next fiscal year because of our zero-based budgeting, that we haven't budgeted for this, so I'm supportive of that with the understanding that it wouldn't take affect until the new fiscal year.

Chairman Scott said, okay. Do you have a question of Ms. Cooper? Okay. Ms. Cooper, thank you.

Ms. Cooper said, thank you.

Chairman Scott said, at this time I'll recognize the Commissioner from the 3rd District for the purpose of making a motion.

Commissioner Center said, yes. Following the grand jury's recommendation, I move that effective July 1, 2015, we raise the first day juror fee from \$10 to \$15 and all other juror fees from \$20 to \$30.

Commissioner Stone 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 that effective July 1, 2015, first day juror fees be increased to \$15 and all other juror fees be increased to \$30. Commissioner Stone seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

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VII. COMMISSIONER'S ITEMS

None.

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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>
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Chairman Scott said, we don't have any Tabled Items for consideration.

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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 MULTIPLE GRANT FUND INCREASE REVENUES AND EXPENDITURES \$299,369 FOR A GRANT AWARD FROM THE CRIMINAL JUSTICE COORDINATING COUNCIL (BYRNE GRANT); 2) IN THE RESTRICTED COURT FEES FUND TRANSFER \$7,200 TO SALARIES FROM OTHER PURCHASED SERVICES; AND 3) IN THE CONFISCATED REVENUE FUND APPROPRIATE \$85,443 TO THE COUNTER NARCOTICS TEAM.**

Chairman Scott said, so now we're on Individual Action item. First to request approval of the following budget amendments and transfer: in the Multiple Grant Fund increase revenues and expenditures \$299,369 for a grant award from the Criminal Justice Coordinating Council. That's the Byrne Grant; 2) in the Restricted Court Fees transfer \$7,200 to Salaries from Other Purchases -- Purchased Services; and 3) in the Confiscated Revenue Fund appropriate \$85,443 to the Counter Narcotics Team

Commissioner Stone said, so moved, Mr. Chairman.

Commissioner Holmes said, second it.

Chairman Scott said, discussion? Hearing none, all in favor indicate by voting yes, opposed no. Motion carries.

ACTION OF THE BOARD:

Commissioner Stone moved for approval of the request following budget amendments and transfers: in the Multiple Grant Fund increase revenues and expenditures \$299,369 for a grant award from the Criminal Justice Coordinating Council (Byrne Grant); 2) in the Restricted Court Fees Fund transfer \$7,200 to Salaries from Other Purchased Services; and 3) in the Confiscated Revenue Fund appropriate \$85,443 to the Counter Narcotics Team. Commissioner Holmes seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: IX-1

AGENDA DATE: February 13, 2015

TO: Board of Commissioners

THRU: Lee Smith, County Manager

FROM: Amy Davis, Finance Director

ISSUE:

To request approval of the following budget amendments and transfers: in the Multiple Grant Fund increase revenues and expenditures \$299,369 for a grant award from the Criminal Justice Coordinating Council (Byrne Grant); 2) in the Restricted Court Fees Fund transfer \$7,200 to Salaries from Other Purchased Services; and 3) in the Confiscated Revenue Fund appropriate \$85,443 to the Counter Narcotics Team

FACTS AND FINDINGS:

1. Chatham County Sheriff's Department has received a \$299,369 grant award through the Office of the Governor, Criminal Justice Coordinating Council (Byrne Grant) and Georgia Department of Public Safety. Correspondence and a resolution are attached (to the original staff report in the Clerk of Commission's meeting file) to amend the Multiple Grant Fund.
2. The Clerk of Superior Court has requested \$7,200 for reclassification of a Real Estate Specialist II position to an Accounting Tech IV. A transfer of \$7,200 from other purchased services to salaries in the Restricted Court Fees Funds for the Clerk of Superior Court is needed for the reclassification. Correspondence is attached (to the original staff report in the Clerk of Commission's meeting file).
3. The Counter Narcotics Team Director has requested an appropriation of \$85,443 confiscated funds for license upgrades and to pay for expenses incurred for surveillance fees during a major investigation in 2013-2014. Correspondence is attached (to the original staff report in the Clerk of Commission's meeting file).

FUNDING:

The budget amendment will establish funding in the Multiple Grant Fund. Funds are available in the Restricted Court Fees Fund and the Confiscated Revenue Fund.

ALTERNATIVES:

1. That the Board approve the following:

MULTIPLE GRANT FUND

Increase revenues and expenditures \$299,369 for a grant award from the Criminal Justice Coordinating Council for K-9.

RESTRICTED COURT FEES FUND

Transfer \$7,200 from other purchased services to salaries -- Clerk of Superior Court.

CONFISCATED REVENUE FUND

Appropriate \$85,443 to the Counter Narcotics Team for licensees and surveillance fees.

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

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2. **TO AMEND FISCAL 2015 BUDGET RESOLUTIONS TO: 1) RECOGNIZE AUDITED FISCAL 2014 FUND BALANCES FOR FUNDS THAT USE FUND BALANCE AS AN OPERATING RESOURCE, 2) REFLECT FISCAL 2014 RESERVES FOR ENCUMBRANCES AND CAPITAL PROJECT BALANCES FOR THE NONMAJOR CAPITAL IMPROVEMENT AND ENTERPRISE FUNDS.**

Chairman Scott said, Item 2, is to amend Fiscal 2015 budget resolution to recognize audited fiscal 2014 fund balances for funds that use fund balance as an operating resource, 2) reflect fiscal 2014 reserve for Encumbrances and Capital Project balances for the nonmajor Capital Improvement and Enterprise funds. Is there a motion?

Commissioner Stone said, well, I have a motion, but I also had a couple of questions.

Chairman Scott said, do you want to make the motion and then we'll open it up for questions?

Commissioner Stone said, I make a motion for approval.

Commissioner Holmes said, second.

Chairman Scott said, properly moved and second. Any discussion? I recognize our Pro Tem, from the 1st District, Commissioner Stone.

Commissioner Stone said, okay. Actually, Mr. Chairman, my question is I guess under number three when we get to that about some of the -- the audit findings.

Chairman Scott said, okay.

Commissioner Stone said, I mean I can do it now or -- however you want to do it?

Chairman Scott said, you can do it now or we can get to Item 3 either one.

Commissioner Stone said, okay. Well, it looks to me in reading through this that the M&O and the Special Service District budgets are in -- in pretty good shape, in following this over the last few years. This is -- it looks like that revenues have exceeded our expenditures, which is all good, but in going through the findings, there is something that keeps popping up every year, and that is the decentralized cash collection points. It's -- it's a repeated comment, and I understand that by the -- the write-up it says that the County Manager agrees with this. What action are we going to take on this because it's -- it's -- resurfaces year after year after year.

Ms. Davis said, well, as you know, in our last meeting we did adopt a brand new cash handling policy. We are continuing to audit each of the departments and requesting them submit their cash handling processes and procedures to the department -- or to internal audit department, as well as finance for review. So we are trying to automate as many points of cash collection as we can.

Commissioner Stone said, well, the only reason I bring it up is it's just always mentioned year after year after year, and I'd like to reach a point as a Commissioner where that's not a recommendation. That we have taken care of it if humanly possible.

Ms. Davis said, I think you're always going to have decentralized cash collections because of the different

functions of the county. The best we can do really is try to make sure that they follow these in -- internal control procedures if possible. You're -- because the courts are going to continue to collect their fines and forfeitures. The jail still has their collections that they make for their -- their prisoners, and, of course, we collect water/sewer payments here, building permits over in the Eisenhower branch and so on and so forth.

Commissioner Stone said, well I understand that, so I guess, then, my question of the auditors would be why is this constantly listed?

Mr. Derrick Cowart said, because there's a constant risk associated. Often times you don't have procedures --

County Manager Smith said, mm-hmm.

Mr. Cowart said, -- or a limited number of people collecting certain cash points, and it's just to bring to y'all's attention to follow-up. I've always asked internal audit to --

Commissioner Stone said, so -- so really there's no -- for -- for an entity such as Chatham County government, there is no solution to this is what I'm hearing?

Mr. Cowart said, I wouldn't say you that.

Ms. Davis said, there --

County Manager Smith said, well, if you look, for instance, we just recently had a -- a meeting with all the departments with the news -- as Amy just spoke, with the new cash handling policies. So instilling those policies, putting better procedures in place. We are also, for instance, Building Safety, we went in and we combined that into one person handling cash. So I think we are making those strides, you know, where we --

Commissioner Stone said, well I mean I did read some of the changes --

County Manager Smith said, yes.

Commissioner Stone said, -- especially in Building Safety and Regulatory Services, and -- and that's all good. I just want to make sure that it's not a repeated finding that -- that gives us a black eye.

Mr. Cowart said, and -- and I believe that the Court systems have -- are getting a new system in place.

County Manager Smith said, it's a new system, and that's what we're hoping over the next year --

Mr. Cowart said, yeah.

County Manager Smith said, -- when we look at it, and that's in place that -- we're reducing the risk. I say, once you hit the courts and we -- and Building Safety and a few other places, I think this will either go away or be reduced such that it's not -- I won't call it a black eye, it is just that there's always a risk in cash handling, but I think it will reduce the significance of where it is in findings. So we're going to keep knocking that out I believe.

Commissioner Stone said, okay.

Chairman Scott said, and -- and the other thing is that I was -- instructed the County Manager wherever possible to eliminate the handling of cash at all.

Commissioner Stone said, right.

County Manager Smith said, yes.

Chairman Scott said, and go to debit cards, credit cards, etcetera.

County Manager Smith said, yeah.

Chairman Scott said, so we're trying to work in that direction too.

Commissioner Stone said, I think that would be good and then there's always a record.

County Manager Smith said, absolutely.

Commissioner Stone said, rather than -- rather than this questionable issues of cash. So --

Chairman Scott said, yeah.

County Manager Smith said, yeah.

Commissioner Stone said, -- that's good. And then I noticed also that some of the software changes, updates,

that will help with some of this as well?

County Manager Smith said, yes.

Commissioner Stone said, okay.

County Manager Smith said, one of the things I've offered up too, and it's something we're going to have to work with our security folks, is in the past I operated much like Wal-Marts or banks, where you actually had security over all cash handling areas, and you do that, not only, you know, some say, well it's big brother watching the employees. It's more than that. It's for the protection of the person paying and for the protection of our employees or our team members because people can accuse wrong change was made. What happened? You can see every transaction, and that's -- we're looking at how we can instill that in all places. So where we will have cash handling, there's no question, and we always have record of it.

Commissioner Stone said, okay. That's all. Thank you.

Chairman Scott said, in other words, it's continued surveillance of anybody who's handling cash.

County Manager Smith said, yes.

Commissioner Stone said, that's good.

Chairman Scott said, yeah.

Commissioner Stone said, thank you.

Chairman Scott said, if there's no further discussion on Item 2, we have a motion before us. Any further discussion? Hearing none, all in favor indicate by voting yes, opposed no. Motion carries.

ACTION OF THE BOARD:

Commissioner Center moved for Board approval to amend Fiscal 2015 budget resolutions to 1) recognize audited fiscal 2014 fund balances for funds that use fund balance as an operating resource, 2) reflect fiscal 2014 reserves for Encumbrances and Capital Project balances for the nonmajor Capital Improvement and Enterprise funds. Commissioner Holmes seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: IX-2
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

To amend fiscal 2015 budget resolutions to: 1) recognize audited fiscal 2014 fund balances for funds that use fund balance as an operating resource, 2) reflect fiscal 2014 reserves for encumbrances and capital project balances for the nonmajor Capital Improvement and Enterprise Funds.

BACKGROUND:

the fiscal year 2015 Chatham County budgets were adopted on June 27, 2014. A subsequent independent financial audit has verified fiscal year-end 2014 fund balances and capital project balances. This report amends current year budgets to show the potential use of fund balance in those funds where it is considered an operating resource. The report also provides appropriations related to outstanding fiscal 2014 encumbrance balances ("carryforwards") and restricted fee reserves. Although a budget amendment to account for year end encumbrances is not a requirement of enterprise funds, enterprise funds are included in this report to facilitate effective management planning. Encumbrance carryforwards for the General Fund and SSD Fund were approved September 26, 2014.

Fund balance is not considered an operating resource in the General M&O Fund and the Special Service District. Audited fund balance information for those funds was presented to the Board with transmittal of the Comprehensive Annual Financial Report (CAFR).

FACTS AND FINDINGS:

1. The Chatham County Confiscated Special Revenue Fund budget amendment increases the budget by \$1,002,560 fund balance. Appropriations are increased for expenditures in accordance with the resolution.
2. The Chatham County Sheriff Confiscated Special Revenue Fund budget amendment increases the budget by \$350,928 to reflect a fund balance. Appropriations are increased

- for expenditures in accordance with the resolution.
3. The Chatham County Restricted Court Fees Special Revenue Fund budget amendment increases the budget by \$1,666,579 to reflect a fund balance of \$1,866,579. Appropriations are increased for expenditures in accordance with the resolution.
 4. The Chatham County Inmate Welfare Fund budget amendment increases the budget by \$446,764 to add fund balance. Appropriations are increased for expenditures in accordance with the resolution.
 5. The Chatham County Street Lighting Special Revenue Fund budget amendment increases the budget by \$280,506 to add fund balance. Appropriations are increased for expenditures in accordance with the resolution.
 6. The E911 Fund budget amendment increases the budget to reflect fund balance of \$617,670. Appropriations are increased for expenditures in accordance with the resolution.
 7. The Chatham County Land Disturbing Activities Ordinance budget amendment increases the budget by \$365,247 to add a fund balance. Appropriations are increased for expenditures in accordance with the resolution.
 8. The Chatham County Land Bank budget amendment increases the budget by \$29,005 to add fund balance. Appropriations are increased for expenditures in accordance with the resolution.
 9. The Chatham County Capital Improvement Program Fund budget amendment increases the budget by \$18,799,171 to reflect a fund balance of \$21,585,110. Appropriations are increased for expenditures in accordance with the resolution.
 10. The Chatham County Capital Improvement - Series 1999 DSA Revenue Bond fund budget amendment increases the budget by \$13,767 fund balance. Appropriations are increased for expenditures in accordance with the resolution. The latest revised budget detail is available in the Finance Department as stated in the resolution.
 11. The Chatham County Capital Improvement - Series 2005 DSA Revenue Bond Fund budget amendment increases the budget by \$48,142 to reflect fund balance of \$188,142. Appropriations are increased for expenditures in accordance with the resolution. The latest revised budget detail is available in the Finance Department as stated in the resolution.
 12. The Chatham County Debt Service Fund budget amendment increases the budget by \$124,909 to reflect a fund balance. Appropriations are increased for expenditures in accordance with the resolution.
 13. The Chatham County Water and Sewer Fund budget amendment adjusts revenues by \$324,323 to reflect encumbrance carryforwards. Appropriations are increased for expenditures in accordance with the resolution.
 14. The Chatham County Solid Waste Management Fund budget amendment adjusts revenues by \$442,202 to reflect encumbrance carryforwards. Appropriations are increased for expenditures in accordance with the resolution.
 15. The Chatham County Computer Replacement Fund budget amendment adjusts revenues by \$24,861 to reflect encumbrance carryforwards. Appropriations are adjusted for expenditures in accordance with the resolution.
 16. The Chatham County Parking Garage Fund budget amendment adjusts revenues by \$13,589 to reflect encumbrance carryforwards. Appropriations are increased for expenditures in accordance with the resolution.

FUNDING:

Funds are available in the Restrict Fund Balance, Unrestricted Fund Balance and/or Net Assets for all funds.

ALTERNATIVES:

1. That the Board approve the following:

CONFISCATED SPECIAL REVENUE FUND

A budget amendment to increase fund balance appropriations \$1,002,560 with a corresponding appropriation for Public Safety expenditures.

CHATHAM COUNTY SHERIFF CONFISCATED SPECIAL REVENUE FUND

A budget amendment to increase fund balance appropriations \$350,928 with a corresponding increase in expenditures.

RESTRICTED COURT FEES SPECIAL REVENUE FUND

A budget amendment to increase fund balance appropriations by \$1,666,579 with a corresponding increase in expenditures.

INMATE WELFARE FUND

A budget amendment to increase fund balance appropriations \$446,764 with a corresponding increase in expenditures.

STREET LIGHTING SPECIAL REVENUE FUND

A budget amendment to increase fund balance appropriations by \$280,506 with a corresponding increase in expenditures.

E911 FUND

A budget amendment to increase fund balance appropriations by \$617,670 with a corresponding increase in expenditures.

LAND DISTURBING ACTIVITIES ORDINANCE FUND

A budget amendment to increase fund balance appropriations \$366,257 with a corresponding appropriation for Public Safety expenditures.

LAND BANK FUND

A budget amendment to increase fund balance appropriations \$29,005 with a corresponding increase in expenditures.

CAPITAL IMPROVEMENT PROGRAM FUND

A budget amendment to increase fund balance appropriations \$18,799,171 with a corresponding increase in expenditures. The latest revised list of projects is available in the Finance Department as stated in the resolution.

CAPITAL IMPROVEMENT - SERIES 1999 DSA REVENUE BOND FUND

A budget amendment to increase fund balance appropriations \$13,767 with a corresponding increase in expenditures. The latest revised list of projects is available in the Finance Department as stated in the resolution.

CAPITAL IMPROVEMENT - SERIES 2005 DSA REVENUE BOND FUND

A budget amendment to increase fund balance appropriations \$48,142 with a corresponding increase in expenditures. The latest revised list of projects is available in the Finance Department as stated in the resolution.

CHATHAM COUNTY DEBT SERVICE FUND

A budget resolution to adopt a budget of \$124,909.

WATER AND SEWER ENTERPRISE FUND

A budget amendment to increase net assets in the amount of \$324,323 for year-end encumbrances with corresponding expense appropriations.

SOLID WASTE MANAGEMENT ENTERPRISE FUND

A budget amendment to increase net assets in the amount of \$552,202 for year-end encumbrances with corresponding expense appropriations.

COMPUTER REPLACEMENT FUND

A budget amendment to increase net assets in the amount of \$24,861 for year-end encumbrances with corresponding expense appropriations.

2. Amend or deny the request.

POLICY ANALYSIS:

The State Code grants the Board of commissioners the authority to amend the budget as it deems necessary during the fiscal year.

RECOMMENDATIONS:

That the Board approve Alternative 1.

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3. **TRANSMITTAL OF THE 2014 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, Item 3, the transmittal for the 2014 Comprehensive Annual Fiscal Report and related documents including the Auditor's Communication with Those Charged with Governance, the Single Audit Report, Management Letter, and responses to the Single Audit Findings and Questioned Costs and the Management Letter. The auditor will -- is here to make a presentation, but first I will recognize Amy, who is our finance director.

Ms. Davis said, thank you. We have our final financial statements available, and I just want to go through a little

bit of the results here and what you will find in your books. I have provided each of you with a copy of our Comprehensive Annual Financial Statements, otherwise known as the CAFR. I can also say for the people in the audience that you can find the statements on line under the finance departments link on our website.

Ms. Davis said, the components of the CAFR include introductory section, which includes your transmittal letter, which talks about the economy, the history of the county, and all of those soft facts. Then in the financial statements you have -- or section, you have this -- the financial statements. You have management discussion and analysis of the statement which goes through and compares them to prior year results, and then you have a statistical section which will identify trends over a ten-year period. And this -- this is very tiny script here, but we have two type of statements in the CAFR. The entity-wide statement which is a full accrual accounting of the government as a whole, and it includes our component units. We have governmental activities, which are all of our governmental funds, our -- our general fund, SSD and special revenue funds, and then you have business-type activities, which would include our enterprise funds, such as solid waste and water/sewer operations. And with those -- the entity-wide stations -- statements, you will see at the bottom that our total net asset value was a 1.1 million -- oh, I'm sorry, billion as an ending result, which is an increase of -- oh, that says next page, sorry. Next page. The increase in those -- that position was 8.8 million, and that's a total of 9.9 million increase in the governmental funds and a decrease in value in the business type funds.

Ms. Davis said, on our fund statements, we also present each fund individually, and the general fund had a net change in fund balance of 5.2 million and our SSD fund had an increase of nearly 3 -- 2.3 million. Our property tax revenues increased 18.8 million, and part -- and in that the general fund increased 15.5, which includes the increase in our millage rate that year, but it also in -- includes prior year increases in collections, as well as increases in personal property collections. And then in the special revenue -- special service district, the increase was 3.3 million, which includes 2.7 due to the increase in the millage rate. And the fund balances. The general fund fund balance increased 11 -- I'm sorry, increased to 39.2 million and SSD is now at 7.5 million. As part of that fund balance, we want to -- 13.8 million would be required to increase this to a three-month reserve, which is -- right now we have a reserve policy of two months, which equals about \$27 million. Two months is kind of the low end of the suggested parameter. If we were to increase that to three months, we would need another 13.8 million. We have an -- in our unassigned fund balance -- balance, 11.3, so we're almost there if we wanted to move that direction. In the special service district --

Chairman Scott said, the -- the other thing I'll say about that and this discussion I had when we interviewed for the County Manager position, and that is what will it take to move this county from a AA rating to a AAA rating? And one of the things that he and I discussed is that we thought we had -- we were operating with the very bare minimum fund balances, and by most rating agencies, that would be there conclusion, and he suggested that perhaps we would need to move, or have a goal of at least a three-month fund balance, and so, this is a discussion and an effort that this Commission at some point will be called upon to change it from a two-month to a three-month fund balance, and this would be extremely important and critical if we have another, and we will, downturn in the economy. We want to be in as best possible financial shape when that occur, and so we are heading in that direction. That's all I'll say about that now, and we're -- we're very close to being able to get there. It may take another year to make it.

Ms. Davis said, we could, I mean, if the Commission so desired, we could afford right now to move it to two and a half months --

Chairman Scott said, yeah.

Ms. Davis said, if we were just to move it incrementally.

Chairman Scott said, and -- and -- and we will discuss that more at the workshop. Just --

Ms. Davis said, yeah.

County Manager Smith said, yeah, because we're going to talk about as we move through the budget process the importance of policy. You -- you're setting some other policies, and -- so we'll be talking about that at -- touch on it next week but in the March workshop we're really going to get into more detail about financial policies and the need for some more structure there.

Chairman Scott said, yeah. And we'll have a recommendation at that time --

County Manager Smith said, yes.

Chairman Scott said, -- whether or not we should move to two and a half months at this time.

County Manager Smith said, yes.

Chairman Scott said, okay.

Ms. Davis said, in the SSD fund --

Chairman Scott said, Commissioner Stone has a question.

Ms. Davis said, oh, I'm sorry.

Commissioner Stone said, I just -- something that ran through my head, I attended a conference a few years back about the potential devastation of a major hurricane and what it takes to keep the government moving so that you can get the citizens back into the community and the debris moved and what have you, so this fund balance, from what I remember, and this has been a few years back, they called for at least a two to three month fund balance to keep people on the payroll, to get the county up and operating, so this would include something of a major disaster such as that?

Ms. Davis said, yes, you're correct. And you have to keep in mind when you're dealing with major disasters it could be three to four months before you get any funding reimbursement from FEMA or GEMA. And so --

County Manager Smith said, exactly. If you're lucky to get it in three months.

Ms. Davis said, yeah.

Commissioner Stone said, well there -- the -- the other thing that I did learn from this conference, there are some things that you can have in place for a more rapid reimbursement from FEMA and St. Tammany Parish did that in the light of Katrina. They were reimbursed much more rapidly than the -- than the City of New Orleans because of what they had already implemented, and I'd be happy to dig up some of that --

County Manager Smith said, and those are the policies I think we need to talk about. If those are in place in advance, you definitely get your money back quicker.

Commissioner Stone said, exactly, and so, it's -- it's very -- I mean we do live on the coast. We live with this threat, and I had no idea how -- what it took to keep your staff operating in the event of no electricity, no cellular phones, payroll going, and these people that are working and trying to get the community put back together, what they need in the way of food, shelter, clothing, equipment, and it is just -- it -- it's extremely major, and it's extremely time-consuming, and the amount of debris, if you can imagine. They showed photographs of trees that had been cut up just stacks and stacks and stacks and stacks so that people can re-enter the community. So it's a fear that I live with is that do we have enough in reserves in the event that a Katrina came here, and that we would be ready and could bring people back into our community as rapidly as possible and rebuild our community.

Ms. Davis said, thank you. In the SSD fund we do have a \$4.9 million reserve, which is the two months. In order to get to three months, it would take 7.4. As you see, our unassigned is only 2.6, so we have some work to do in SSD. In addition, at the beginning of the year we opted to pay cash for the new Public Works equipment, so that was a reduction in that fund balance as well of 1.5 million. Just to make you aware of that. And on the next slide it just says that we had a clean opinion. The auditors approved of all of our financial statements and had no modifications. And, finally, for next year, we have been talking about these new pension requirements for a while now. This year we had to start putting notes in the -- additional notes in the note section of our financial statements which give a much more detailed view of our pension plan and those can be found starting on page d38 of the CAFR, but what I just wanted to make you aware of for this year when we close our books, we will have to incorporate our unfunded pension liability in our entity-wide statements and our enterprise funds. All those -- those funds that have full accrual. I'm not exactly sure what the impact is because we don't really have a clear allocation method for these enterprise funds, but as you saw earlier, our enterprise -- enterprise funds are kind of struggling right now as it is, and when you put these liabilities in there, it's going to have an impact.

Commissioner Center said, Amy?

Ms. Davis said, yes, sir.

Commissioner Center said, what is the present guess of our unfunded pension liability?

Ms. Davis said, roughly 41 million, and you're looking at putting that against a 1.1 billion, so I mean, it would not create a negative on your entity-wide statements, per se, but it may have an impact on your enterprise fund statements.

County Manager Smith said, individual, that's right. That's true.

Commissioner Center said, when do we -- when do we -- I mean that's paid over time.

County Manager Smith said, it is, but now just like businesses, they have to -- that's when -- when we move to these new --

Chairman Scott said, it's a change in the law.

County Manager Smith said, it's a change in the law, so now we, just like businesses, we record these things the same way, and it will have on those individuals some negative impact, but it's a true vision, and it's letting us --

Commissioner Center said, what do you mean when you say negative impact on those individuals?

County Manager Smith said, on those individual accounts.

Commissioner Center said, oh. Okay.

County Manager Smith said, on those funds. So you're going to see that it's true to know, let's not bury our heads in the sand, we've got costs moving forward.

Chairman Scott said, yeah.

County Manager Smith said, any time you add anything to our health insurance program, adding dependents, what we pay for future costs. It's huge.

Commissioner Center said, all of the horror stories I've read about municipalities always have to do with the unfunded pension benefits.

County Manager Smith said, exactly. That's why this was done.

Chairman Scott said, well, we're -- we're -- we're in better shape than most.

County Manager Smith said, much better.

Ms. Davis said, I would like to emphasize though that it does not change how we manage our plan. It does not change our required contribution of the plan, it only -- it's only a presentation issue. We've always had this liability. We just haven't presented it.

County Manager Smith said, yeah. It's always been there.

Commissioner Farrell said, I was wondering if you could give Mark Walters an update of where we are on this unfunded pension. He has been a constituent of -- of -- of mine that has been very interested in this for -- for many years and been very concerned. So if we could -- if you could take a moment to -- to reach out and let him know, you know, exactly where we -- where we are.

Ms. Davis said, if -- if you could leave me his contact information, I'd be happy to.

Chairman Scott said, he can -- he can really glean all that from the line -- from on line. It's -- it's on there.

Commissioner Farrell said, is it on there?

Ms. Davis said, it is. Like I said, starting on page d38 it shows all of our pension liabilities, it gives you a description of the plan, what our unfunded liability is, everything.

Commissioner Farrell said, all right. Thank you. I'm glad it's there for the public and -- and for concerned citizens that -- there's not too many people that will get that deep into the -- into the -- into the numbers, so it's always nice to know that there are people that are looking out for -- for the best in our community in more ways than one. Thank you.

Ms. Davis said, well, I know this is the audit presentation, so at this point I'm going to turn it over to our auditor for any questions you might have.

Mr. Cowart said, good morning.

Members of the Board collectively said, good morning.

Mr. Cowart said, I'm just -- I didn't really have a presentation. I was just here for any questions, and I think Ms. Stone has already started us out, so, I really, you know, if y'all have any questions for me at this point.

Commissioner Center said, Mr. Chairman, I don't have any audit questions, but are we also getting a presentation on the quarter -- second quarter financial statements? I have a question for the -- probably for the County Manager on that.

Chairman Scott said, yeah.

County Manager Smith said, yeah. That's coming next.

Commissioner Center said, all right. Thank you.

County Manager Smith said, you're not done yet.

Commissioner Center said, all right. Sorry. Always been impatient.

Chairman Scott said, we're trying to get passed the audit.

Mr. Cowart said, okay. Thank you.

County Manager Smith said, thank you.

Chairman Scott said, okay.

ACTION OF THE BOARD:

For information only.

AGENDA ITEM: IX-3
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Amy J. Davis, Finance Director

ISSUE:
 Transmittal of the 2014 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.

BACKGROUND:
 The 2014 CAFR reports the County's financial position as of June 30, 2014. It has been submitted to the State of Georgia and the Government Finance Officers' Association award program by the extended deadline of January 31, 2015. A filing extension was requested due to delays with one of our component units.

- 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, 2013 to June 30, 2014. It includes the activities of three component units: Chatham Area Transit, Live Oak Public Libraries and the Chatham County Health Department.
 - At June 30, 2014 the main operating funds of the County were the General Fund and the Special Service District. Fund balance increased in both funds during 2014. Components of the fund balance for these funds at year end were:

**General Fund and Special Service District
 As of June 30, 2014**

<u>Fund Balance</u>	<u>General Fund</u>	<u>SSD</u>
Non-spendable	\$ 175,186	\$ -
Restricted	20,342	-
Committed	27,741,295	4,914,704
Assigned for:		
Purposes of the Fund		2,662,396
Unassigned	<u>11,343,341</u>	<u>-</u>
Total Fund Balances	<u>39,280,164</u>	<u>7,577,100</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, 2014**

<u>Fund Balance</u>	<u>General Fund</u>	<u>SSD</u>
---------------------	---------------------	------------

Committed:		
CEMA	\$ 131,871	-
Financial Policy Reserve	27,609,424	4,914,704
Assigned:		
For Purposes of the Fund		2,662,396
Unassigned	<u>11,343,341</u>	<u>-</u>
Total Fund Balances	<u>39,084,636</u>	<u>7,577,100</u>

4. The amount shown in the General Fund as Fund Balance - Committed for financial policy reserve levels of \$27.6 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 \$4.9 million equals approximately two months of operating expenditures in compliance with the fund balance policies.
6. Unassigned fund balances in the General Fund and SSD increased \$5.8 million and \$2.3 million respectively.
7. 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 \$1,177,071,766 which reflects an increase over the prior year of \$8.8 million. This increase is due to both increased revenues and decreased expenditures in the General Fund and SSD.
8. The Management's Discussion and Analysis reviews the changes in the County's overall financial position from 2013 to 2014 (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 at the fund level, revenues before transfers increased \$25.6 million while expenditures decreased \$9.2 million. The decrease in expenditures is primarily due to the completion of major SPLOST projects including the Detention Facility and final phase of Truman Parkway. Tax revenues increased \$23.8 million over the prior year, which includes \$18.1 million in additional property taxes, \$2.2 million in sales taxes, \$2 million more in intangible tax collections and an increase in motor vehicle taxes of \$552,616 which includes the title ad valorem tax.
9. Budget comparison schedules for County funds are shown on page E-1 thru E-6 and F-5 thru F-15.
10. Of the \$7.7 million available on the Chatham Area Transit credit line, \$7 million was outstanding as of June 30, 2014. This line of credit was restructured in December 2014 to reduce the County backed line of credit to \$1.5 million and created a term loan between the bank and CAT of \$5 million. The agreement stipulates an annual payment of \$1 million each January until paid off.
11. 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 2014 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 2013 is also included in the report.
12. 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:

Informational only.

RECOMMENDATION:

N/A

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4. TO PRESENT THE FISCAL YEAR 2015 SECOND QUARTER REPORT DATED DECEMBER 31, 2014, TO THE BOARD FOR INFORMATION.

Chairman Scott said, all right. Back to the hot seat, Amy. I -- I might also just say to the Commission this is something that Manager Smith and I have talked about the unfunded liability. In fact that was one of the things that we discussed during the interview and it was something that -- that I was concerned about when I came on board, about the unfunded liability. So we have -- we have been aware of it and -- and moving to address it from -- really from day one, and Linda's been really on top of it in her past role as finance director. So this -- there are no surprises with the county funds.

County Attorney R. Jonathan Hart said, and the other thing you need to remember is that was basically an accounting change that wasn't phased in --

Commissioner Thomas said, right.

County Attorney Hart said, -- so you go from one year with not being required to list that to the next year having to list it --

County Manager Smith said, yes.

County Attorney Hart said, -- without giving you two, three years to -- to get your ducks in a row and -- and then doing it.

Commissioner Center said, so it's essentially forcing us to pay attention to it.

Chairman Scott said, yeah.

County Attorney Hart said, yeah. And that's fine.

Commissioner Center said, okay.

County Attorney Hart said, I mean -- we're --

Chairman Scott said, it -- it's --

County Manager Smith said, and it should be, and it's -- you just need to recognize when it -- what it does to your books and to the financials. To understand it was always there, it's just we didn't show it.

Chairman Scott said, and -- and it was reacting to a lot of the municipalities who were in serious financial trouble.

County Manager Smith said, yeah.

Chairman Scott said, and -- and you may also recall that last year you were asked to raise the vesting age. This too was in an effort to address that. So -- so we've been moving in that direction. Have been very -- very much aware of it, and -- and staff has been on top of it.

Ms. Davis said, I would also like to add that the policy requires that we do contribute the -- required contribution, which in -- concludes -- includes a component to pay down that liability. So we are paying it down.

Commissioner Thomas said, great.

Ms. Davis said, okay. On to our quarterly statements now. This is as of the end of December. In the general fund, we have revenues of 94.6 million. That's about 56 percent of our revenues, which is about where we expect to be at this time of the year. Our expenditures were 77.1, again, pretty much where we expect to be. In the special revenue -- Special Service District revenues were 19 million and expenditures were 4.3. All of our cash balances are positive. We have a total cash balance of -- cash and investments of 301 million. That includes 77.4 in cash and 62.5 in our Georgia Pool. Those are very liquid investments. And then we have the 161 in treasuries and agencies.

Ms. Davis said, this next slide is our final SPLOST V numbers. We had 200 -- I'm sorry, 358.6 million collected, which was below our revised figure of, I think it was 365, however, it's very close, and I just put the graph in there just to show you how volatile sales taxes can be and where we've been in the last five years, six years. The next slide is where we are with SPLOST VI. We have collected seven -- 10.7 million. I didn't include a graph, 'cause it's kind of boring at this point, but I would like to say on a very, very positive note, in January we collected 10. -- I'm sorry, 6.2 million, a full million more than what we collected last month. And finally in our health care fund, we had 8.8 million in claims, which is an average monthly claim of 1.4 million. That is considerably better than last year, so we have high hopes for the end of the year. Any questions?

Commissioner Center said, I do.

Chairman Scott said, Commissioner from the 3rd District.

Commissioner Center said, I'm -- I'm on the cash investment balances page.

Ms. Davis said, mm-hmm.

Commissioner Center said, SPLOST I would have been 1984, I guess, and it says we have almost \$13 million. Are we still spending that on SPLOST I projects? Can we move that somewhere else? Maybe start on some stuff this year.

County Manager Smith said, well, part of that is, if I can, next Tuesday, we're going to go into and Leon Davenport's going to go into --

Chairman Scott said, we're going to look at all the accounts.

County Manager Smith said, we're going to look at all the accounts and let you know where we are, and also you're going to be looking for the 26th -- 27th, to you can adopt that budget, so you're going to get all that information next Tuesday in detail.

Commissioner Center said, okay. Thank you.

Commissioner Farrell said, may I ask a question about that meeting on SPLOST?

Chairman Scott said, yeah. Go ahead.

Commissioner Farrell said, when we meet on Tuesday, I think myself and some other Commissioners are interested in getting some current projects off the ground. Are we going to address ways to --

County Manager Smith said, yes.

Chairman Scott said, yeah.

Commissioner Farrell said, -- to move forward?

County Manager Smith said, we already have -- we already have an answer to your question.

Chairman Scott said, yeah.

Commissioner Farrell said, great. I can't wait till Tuesday.

County Manager Smith said, I'm reading your mind.

Commissioner Thomas said, very good.

Commissioner Center said, Carnac.

County Manager Smith said, Carnac.

Commissioner Thomas said, right. So we won't be here forever on some of these projects.

County Manager Smith said, that's right.

Chairman Scott said, in fact -- in fact we talked about that just yesterday.

Commissioner Farrell said, keep going.

Commissioner Center said, thank you. We don't vote on that, do we?

Chairman Scott said, no. We don't need to take any action. Item four is to present the -- the fiscal year second quarter to date. You just -- you just did that. So item four is taken care of, as well as Item three. Any further questions? Okay.

ACTION OF THE BOARD:

For information only.

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

To present the Fiscal Year 2015 Second Quarter Financial Report dated December 31, 2014 to the Board for information.

BACKGROUND:

Financial reporting conveys information concerning the position and activities of the County to its citizens and other interested parties. Interim financial reports generally are prepared for use by professional government managers and board members. Such reports monitor levels of year-to-date operations and determine compliance with budgetary limitations.

FACTS AND FINDINGS:

1. The Second Quarter Report covers the County's funds and activities, presenting budget-to-actual comparisons. Adopted and amended fund budgets are shown as well as variance data. Comparative prior year numbers are presented on the General Fund and Special Service District Summary reports.
2. The amended budgets shown herein represent budget transfers approved through December 31, 2014 in some cases, subsequent adjustment have occurred. Year-to-date expenditure and project balances are presented. Open purchase orders and outstanding contractual obligations are not included in the year-to-date expenditure amounts.
3. Notable items include the following:

General Fund M&O

- The General Fund received revenues of \$94.6 million through December 31, 2014 and expended \$77.2 million. This represented 56.44% and 46.04% of budgeted amounts respectively. Revenues exceeded expenditures by \$17.4 million. Cash balances in the fund were positive at the end of the quarter.
- General property tax collections were \$76.8 million or 59.85% of annual budget estimates. Sales and use taxes were just under \$8.2 million or 58.28% of budget. This represents an increase over FY 2014 year to date collections of nearly \$1.3 million.
- Expenditure variances significantly over the 50% mid-year budget for the following departments and function categories are explained below:
 - Youth Commission - 60.93% due to fall activities
 - Board of Elections - 57.87% - personnel costs for fall election
 - Fleet Operations - 54.72% - temporary employee salaries 2% over annual budget and rental costs are 87.5% of annual budget.
 - Probate Court Filing Fees - 53.32% increased volume
 - Debt service payments and payments to other agencies are made according to schedule and do not necessarily match mid-year budget allocations.

Special Service District (SSD)

- Through December 31, 2014, the SSD Fund had received revenues of \$19 million, 64.46% of budgeted amounts. This exceeds FY2014 year to date revenues by \$138,715. Expenditures of \$14.3 million were recorded or 45.87% of budgeted amounts. Revenues exceeded expenditures by \$4.7 million, and the fund's cash balances were positive.
- General property tax collections were \$12.25 million or 61.25% of budgeted revenues. When compared to the prior year, property tax collections were below by \$149,025.
- Expenditure variances significantly over the 50% mid-year budget for the following departments and function categories are explained below:
 - Records Court - 56.09% for increase case volume
 - As a result of transfers to other funds, including CIP, BSRS and Risk Management occur at the beginning of the year, other financing uses reflect 82% budget spent.

Water and Sewer Fund

- Operating revenues were \$622,878 and expenses were \$850,323 for a net deficit of \$227,445. The fund uses cycle billing which delays the recording of revenue.

Solid Waste Management Fund

- Revenues at December 31, 2014 were \$2,421,374 and expense were \$1,728,725 for net income of \$692,649. TAVT revenues were \$134,142 (21.99% of budget).

Building Safety & Regulatory Fund

- Revenues were \$718,871, which includes a transfer from SSD fund of \$366,291. Permit and fee revenues were \$352,380.

Capital Project Funds

- Project accounting schedules are shown herein for all of the County's capital project funds, including the SPLOST funds.
- The County's final SPLOST V collections were \$358,668,365 through September 2014. The referendum anticipated total collections of \$445 million; however, the budget was adjusted down to \$362.5 million. Total TAVT deposited in the SPLOST V fund total \$3,276,468.
- The first two deposits in the SPLOST VI funding totaling \$10,515,619 were received representing tax collections from October and November. Of that amount \$6,754,919 was distributed to the municipalities.

Health Insurance Fund

- Year to date claims totaled \$8.8 million with an average monthly amount of \$1.4 million. This is down from the average monthly amount in FY 2014 of \$2 million.
- The Health Insurance Fund reflects health insurance costs for active employees and their spouses and dependents. Retiree claims are shown in the OPEB Trust Fund. Retiree health care claims and administrative costs of \$2.7 million were recorded in the OPEB Trust Fund for the quarter ending December 31, 2014.

FUNDING:

N/A

POLICY ANALYSIS:

Interim financial reports provide revenue and budgetary oversight by comparing actual receipts or expenditures against budgeted amounts.

ALTERNATIVES:

N/A

RECOMMENDATION:

For information only.

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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, now we're on the Action Calendar.

Commissioner Center said, are you ready to take a motion on it?

Chairman Scott said, yes.

Commissioner Center said, I move that we approve all except Item 6, and that we hold that off so that we can excuse Commissioner Stone.

Commissioner Farrell said, second.

Chairman Scott said, okay. It's been moved and second that we approve all items on the Action Calendar with the exception of Item 6, and that we vote on Item 6 separately. Hearing the motion any discussion? Hearing none, all in favor of approving the Action Calendar indicate by voting yes, opposed no. The motion carries. Now, I'll entertain a motion on Item 6.

Commissioner Farrell said, I move that we pass Item 6.

Commissioner Center said, wait -- wait, first I -- I move that we excuse Commissioner Stone from voting. She said she had a conflict.

Chairman Scott said, we need a second. You --we can't move.

Commissioner Center said, a second on yours?

Commissioner Thomas said, now what -- what Item 6 are we on?

Commissioner Center said, I second that.

Chairman Scott said, okay.

Commissioner Thomas said, what are we voting on right now?

Commissioner Farrell said, just Item 6 on the Action Calendar.

Commissioner Stone said, six.

Chairman Scott said, Item 6 on the Action Calendar on -- on --

Commissioner Farrell said, we pulled it for the purpose of having Helen excuse herself from voting.

Chairman Scott said, okay.

Commissioner Farrell said, she has a conflict.

Chairman Scott said, okay. Hearing the motion, any discussion?

Commissioner Center said, do we have to vote on excusing her?

Commissioner Thomas said, what --

Chairman Scott said, no.

Commissioner Farrell said, no.

County Attorney Hart said, she just needs to so state if she chooses to why she wishes to excuse herself.

Chairman Scott said, yeah, we'll -- we'll entertain her statement after she votes.

Commissioner Thomas said, oh.

Chairman Scott said, okay. Any further discussion? Hearing none, all in favor the motion indicate by voting yes. Opposed no. Motion carries. I recognize the Commissioner from the 1st District.

Commissioner Stone said, thank you, Mr. Chairman. I abstained from that vote due to a conflict of interest.

Chairman Scott said, okay. Thank you. Action Item -- Calendar -- the Action Calendar is approved in its entirety now.

ACTION OF THE BOARD:

- a. Commissioner Center moved to approve all items on the Action Calendar, Items 1 through 17 and under Item 17, Items A through U, with the exception of Item 6. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]
- b. Commissioner Farrell moved to approve Item 6, approval of the request from Mr. Jefferson Bennett for the County to declare County Road 30 right of way (ROW) as surplus and to quitclaim the ROW. Commissioner Center seconded the motion and it carried unanimously. [NOTE: Commissioner Stone abstained from the vote; Commissioners Brady and Kicklighter were not present.]

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

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- 1. APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF JANUARY 16, 2015, AS MAILED.**

ACTION OF THE BOARD:

Commissioner Center moved to approve the minutes of the regular meeting of January 16, 2015, as mailed. Commissioner Farrell seconded the motion and it carried unanimously.

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2. CLAIMS VS. CHATHAM COUNTY FOR THE PERIOD JANUARY 8, 2015 THROUGH FEBRUARY 4, 2015.

ACTION OF THE BOARD:

Commissioner Center moved to authorize the Finance Director to pay the claims against the County for the period of January 8, 2015 through February 4, 2015, in the amount of \$16,155,830. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

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3. REQUEST BOARD APPROVAL OF A REVISION TO THE PURCHASING MANUAL §604; PROFESSIONAL SERVICES SELECTION METHOD.

ACTION OF THE BOARD:

Commissioner Center moved the Board for approval of a revision to the Purchasing Manual §605, Professional Services selection method. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-3
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Linda B. Cramer, Assistant County Attorney
 Peggy Joyner, Purchasing Agent

ISSUE:

To request approval of a revision to the Purchasing Manual §604; Professional Services Selection Method.

BACKGROUND:

The Georgia Department of Transportation advised staff that the County's Purchasing Manual must be revised for Chatham County to continue to receive federal dollars for transportation projects through the Georgia Department of Transportation. The manual must be updated to demonstrate an understanding of, and compliance with, 23 CFR Part 172 which is the Federal Highway Administration section regarding administration of Engineering and Design related service contracts.

FACTS AND FINDINGS:

1. The County receives Federal funds for road projects through the Georgia Department of Transportation (GDOT). GDOT is responsible for insuring that sub-recipients are in compliance with Federal requirements related to procurement.
2. During the process of recertification, GDOT notified staff that the County's Procurement Procedure Manual did not adequately reflect the requirements of the Federal Highway Administration's procurement policy related to engineering and design related services.
3. Staff submitted and GDOT approved a policy which will be used for Engineering and Design related services for all projects funded through GDOT.
4. Attachment I (attached to the original staff report in the Clerk of Commission's meeting file) contains a copy of the proposed policy which will be an addition to § 604 of the Purchasing Manual to be used for federally funded projects.

FUNDING:

No funding is required at this time.

POLICY ANALYSIS:

Chatham County's Procurement Ordinance requires that when a procurement involves the expenditure of federal assistance or contract funds, the procurement must be conducted in accordance with any mandatory applicable federal laws and regulations. This revision to the Purchasing Manual will outline the necessary procedures for Chatham County to be in compliance.

ALTERNATIVES:

- 1. That the Board approve the revision to the Purchasing Manual § 604; Professional Services Selection Method.
- 2. That the Board not approve.

RECOMMENDATION:

Alternative #1.

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4. REQUEST BOARD APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH STEP UP SAVANNAH, INC.

ACTION OF THE BOARD:

Commissioner Center moved for Board approval of a Memorandum of Understanding with Step Up Savannah, Inc. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-4
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Amy Davis, Finance Director

ISSUE:

To request Board approval of a Memorandum of Understanding with Step Up Savannah, Inc.

FACTS AND FINDINGS:

- 1. The approved FY2015 General Fund M&O budget includes an appropriation of \$207,953 for the Step Up Savannah Chatham Apprentice Program (CAP). The appropriation includes an amount for payments to Step Up Savannah, Inc. A contract for services is required.
- 2. The contract amount is for the balance of the appropriation, net of the salaries and benefits paid to the two employees on county payroll. The balance to be paid for FY2015 is \$66,632. The payments will be made quarterly.
- 3. The County Attorney has reviewed a Memorandum of Understanding with Step Up Savannah, Inc., which is attached and submitted for Board approval.

FUNDING:

Funds are available in the General Fund M&O Chatham Apprentice Program budget (1007660-2.11001).

ALTERNATIVES:

- 1. That the Board approve the Memorandum of Understanding and authorize the Chairman to sign.
- 2. Provide other direction.

POLICY ANALYSIS:

Approval is consistent with Board action requiring a contract or Memorandum of Understanding with agencies providing services.

RECOMMENDATION:

That the Board approve Alternative 1.

Prepared by: Read DeHaven

STATE OF GEORGIA)
)
COUNTY OF CHATHAM)

CHATHAM COUNTY BOARD OF COMMISSIONERS' MEMORANDUM OF UNDERSTANDING WITH STEP UP SAVANNAH (STEP UP SAVANNAH, INC.)

This Memorandum of Understanding is made and entered into this 13th day of February, 2015 by and between Step Up Savannah, Inc. (hereinafter called Step Up Savannah) and the Chatham County Board of Commissioners (hereinafter called the County).

W I T N E S S E T H:

WHEREAS, Step Up Savannah's mission is to "work collaboratively to reduce poverty in Savannah Chatham County"; and

WHEREAS, Step Up Savannah at the request of the Chatham County Commission created the Chatham Apprentice Program known as CAP in 2006; and

WHEREAS, Chatham County, Step Up Savannah (a collaboration of 106 organizations led by the City of Savannah and Chatham County working to reduce poverty in Chatham County), the Home Builders Association, and Savannah Technical College began a partnership in 2006 to train people from the high poverty areas with classroom and on the job training in construction and then place them in well paying jobs. The original conception for this program came from the Chatham County Commission and County Manager; and

WHEREAS, Step Up has received subsequent direction from Chatham County to diversify training into other high-yield sectors for low-income residents; and

WHEREAS, Step Up Savannah and Chatham County train 100 individuals per year from the high poverty areas, and link them with well-paying jobs within Chatham County; and

WHEREAS, the Board of Commissioners is the governing authority of Chatham County; and

WHEREAS, the County has expressed that low income residents benefit from the services provided by Step Up Savannah.

NOW, THEREFORE, Step Up Savannah and the County enter into this Memorandum of Understanding for Services and agree more particularly as follows:

SECTION 1. Step Up Savannah agrees that it shall provide, including, but not limited to, the following services:

1. Step Up Savannah agrees to oversee the implementation of the Chatham Apprentice Program ("CAP") to ensure that the purpose, goals and objectives of the program are met;
2. Step Up Savannah agrees to ensure that 100 people complete the program annually and that at least 50 people obtain employment annually;
3. Step Up Savannah will provide regular reports to the County Commission for their review to ensure that the goals are being met;
4. Step Up Savannah will manage and oversee the budget and expenses of the program to ensure that the program remains under budget;
5. Step Up Savannah will leverage funds within its 501c(3) status in an effort to maximize grant funding;
6. Step Up Savannah will supervise the fulltime program manager and fulltime program coordinator on a regular basis and will ensure that their performance plans and reviews are done annually; and
7. Step Up Savannah will work to ensure that the program changes or adapts in accordance to specific industries and environment to ensure that the Step Up participants are entering employment that leads to self-sufficient wages.

SECTION 2. That County, for and in consideration of the delivery of the above-described services agrees more particularly as follows:

1. Provide \$66,632.00 in funding for operating costs, payable in quarterly installments with the first quarter beginning in July 1, 2014. Operating costs are defined as the annual adopted budget for the Chatham Apprentice Program minus the adopted budget for salaries and benefits; and
2. Promote the Step Up Savannah training program to key stakeholders, and the community at large.

Section 3. Terms of Memorandum of Understanding

Step up Savannah agrees that the subject appropriation by the County shall be used only for the purposes outlined within this Memorandum of Understanding. Step up Savannah agrees to maintain in accordance with generally acceptable accounting principles, records of all expenditures pertaining to funds granted under this Memorandum of Understanding and shall allow County auditors complete access for purposes of verifying the appropriate expenditure of funds within the meaning of services to be provided.

This Memorandum of Understanding will remain in effect for a period of one year from the date of execution, unless amended or terminated by the County or Step Up Savannah upon thirty (30) days written notice to the other party.

Step Up Savannah, Inc.

By: _____
Suzanne Donovan
Executive Director

Print name: _____
Witness

CHATHAM COUNTY, GEORGIA

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

ATTEST: _____
Janice E. Bocook
Clerk of Commission

[SEAL]

REVIEWED AND APPROVED BY:

R. Jonathan Hart
Chatham County Attorney

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- 5. REQUEST FROM EMC ENGINEERING, SURVEYOR FOR THE DEVELOPER, SIMCOE INVESTMENT GROUP, LLC, FOR THE COUNTY TO RECORD THE SUBDIVISION PLAT FOR MOSSWOOD PHASE 4-1, PARCEL "C", AND WAIVE THE REQUIREMENT FOR A STREETLIGHT ASSESSMENT DISTRICT. [DISTRICT 5.]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the request from EMC Engineering for the county to record the subdivision plat for Mosswood Phase 4-1, Parcel "C", and waive the requirement for a streetlight assessment district.. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-5
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:
Request Board record the subdivision plat for Mosswood Phase 4-A, Parcel "C", and waive the requirement for a streetlight assessment district.

BACKGROUND:
The surveyor, EMC Engineering Services, Inc., for the developer, Simcoe Investment Group, LLC, requests that the Board approve the final plat for recording and waive the requirement for a streetlight assessment district.

FACTS AND FINDINGS:
1. Mosswood is a private single-family residential subdivision located on Burton Road. Mosswood Phase 4-A, Parcel "C" consists of 5 new lots on 1.34 acres. Common area,

paving, streetlight energy costs and internal drainage improvements are maintained by the Mosswood Homeowners' Association. Water and sewer are maintained by Consolidated Utilities, Inc.

2. The warranty period was initiated on November 8, 2013. The improvements were found to be acceptable and the Board approved terminating the warranty period at the November 21, 2014 Commission meeting.
3. The developer withheld 10% of the total available lots (5 lots out of the 49 total lots), of the Mosswood Phase 4-A Subdivision as per the Chatham County Subdivision Regulations as a maintenance security. The warranty period was terminated so the developer can subdivide the withheld lots.
4. The developer requested that the Board waive the requirement for a streetlight assessment district. Streetlights are installed and maintained by the Homeowners' Association. The Board waived the streetlight assessment district requirement for Mosswood Phase 1, 2, and 4-A.
5. Proposed Lot 57A lies outside of the Mosswood Subdivision and will be part of the Little Ogeechee Landing Subdivision. This lot will be served by Consolidated Utilities for water and sewer. Little Ogeechee Landing does not have a street light district.
6. An Environmental Site Assessment was conducted on the subdivision in accordance with the Subdivision Ordinance. No environmentally unsafe conditions were found on the site.

ALTERNATIVES

1. Board record the subdivision plat for Mosswood Phase 4-A, Parcel "C" and waive the requirement for a streetlight assessment district.
2. Do not approve the request.

POLICY ANALYSIS:

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

RECOMMENDATION:

That the Commissioners adopt Alternative No. 1.
District 5

Prepared by: Chris Rains

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6. REQUEST FROM MR. JEFFERSON BENNETT FOR THE COUNTY TO DECLARE COUNTY ROAD 30 RIGHT-OF-WAY (ROW) AS SURPLUS AND TO QUITCLAIM THE ROW. [DISTRICT 5]

ACTION OF THE BOARD:

Commissioner Farrell moved for approval of the request from Mr. Jefferson Bennett for the County to declare County Road 30 right of way (ROW) as surplus and to quitclaim the ROW. Commissioner Center seconded the motion and it carried unanimously. [NOTE: Commissioner Stone abstained from voting; Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-6
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:

To present to the Board a request from Mr. Jefferson Bennett for the County to declare County Road 40 right-of-way (ROW) as surplus and to quitclaim the ROW.

BACKGROUND:

The petitioner recently purchased the parcels (PIN 1-1029-01-067 and 1-1029-01-091) adjacent to the

requested ROW. County Road 40 is a paved access road which parallels Highway 17 at Little Neck Road. Mr. Bennett owns all adjacent parcels. Staff evaluated the ROW and determined it is not needed for drainage or roadway purposes.

FACTS AND FINDINGS:

1. The location of the request is shown on the map attached (to the original staff report in the Clerk of Commission's meeting file). Mr. Bennett requests quitclaim of the ROW. The ROW is approximately .81 acres in area.
2. Staff evaluated the ROW and determined the right-of-way is not needed for drainage or roadway purposes.
3. The petitioner was notified of the quitclaim consideration and advised as to the date and time of this meeting.
4. If approved, the petitioner must pay the County the fair market value for the ROW to be determined by a professional appraisal, deed, and plat all at his expense. The appraiser is selected by the County and must be certified as a professional appraiser by the State of Georgia. Staff will review the submitted appraisal, deed and plat for completeness and reasonableness before the deed is sent to the County Clerk for processing and the fair market value payment check is sent to Finance for deposit.

ALTERNATIVES:

1. To approve a request from Mr. Jefferson Bennett for the County to declare County Road 40 right-of-way (ROW) as surplus and to quitclaim the ROW.
2. Do not approve the request.

POLICY ANALYSIS:

That Board must declare County property surplus and approve all quitclaim actions.

RECOMMENDATION:

That the Commissioners adopt Alternative No. 1.

District 5

Prepared by Suzanne Cooler, P.E.

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7. **REQUEST FROM HGBD, SURVEYOR FOR THE DEVELOPER, HERB RIVER BEND, LLC, FOR THE COUNTY TO RECORD THE SUBDIVISION PLAT FOR HERB RIVER BEND, PHASE 3A, AND WAIVE THE REQUIREMENT FOR A STREETLIGHT ASSESSMENT DISTRICT.
[DISTRICT 3]**

ACTION OF THE BOARD:

Commissioner Center moved to approve the request from HGBD for the county to record the subdivision plat for Herb River Bend, Phase 3A and waive the requirement for a streetlight assessment district. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-7
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:

Request Board record the subdivision plat for Herb River Bend, Phase 3A and waive the requirements for a streetlight assessment district.

BACKGROUND:

The surveyor, HGBD, for the developer, Herb River Bend, LLC, requests that the Board approve the final plat for recording and waive the requirement for a streetlight assessment district.

FACTS AND FINDINGS:

1. Herb River Bend is a single-family, residential subdivision located on LaRoche Avenue. Phase 3A consists of 9 lots on 3.39 acres. Paving, drainage improvements and streetlights are maintained by the Herb River Bend Homeowners' Association. Water and sewer are maintained by the City of Savannah.
2. Staff approved construction plans and issued a permit. The required site improvements are complete. The Board approved to end the warranty period at the February 13, 2009 Commission meeting.
3. The developer requested that the Board waive the requirement for a streetlight assessment district. Streetlights will be provided and maintained by the Homeowners' Association. The Board waived the streetlight assessment district requirement for Phases 1 and 2.
4. An Environmental Site Assessment was conducted on the subdivision in accordance with the Subdivision Ordinance. No environmentally unsafe conditions were found on the site.

ALTERNATIVES:

1. Board record the subdivision plat for Herb River Bend Phase 3A and waive the requirement for streetlight assessment district.
2. Do not approve the request.

POLICY ANALYSIS:

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

RECOMMENDATION:

That the Commissioners adopt Alternative No. 1.
District 3

Prepared by: Chris Rains

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8. **REQUEST FROM MR. RICHARD HARRIS OF BRENNAN, HARRIS & ROMINGER, LLP, FOR HIS CLIENT, STANDARD CONCRETE PRODUCTS (PETITIONER), FOR THE COUNTY TO DECLARE A 0.394 ACRE REMNANT PARCEL (PARCEL) AND THE UNOPENED FORBES ROAD RIGHT-OF-WAY (ROW) AS SURPLUS AND TO CONVEY THE PARCEL AND QUITCLAIM THE ROW TO THE PETITIONER.
[DISTRICT 3]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the request from Richard Harris of Brennan, Harris & Rominger for his client, Standard Concrete Products for the county to declare a 0.394 acre remnant parcel and the unopened Forbes Road right-of-way as surplus and to convey the parcel and quitclaim the ROW to the petitioner. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-8
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:

To present to the Board a request from Mr. Richard Harris of Brennan, Harris & Rominger, LLP for his client, Standard Concrete Products (Petitioner), for the County to declare a 0.394 acre remnant parcel (Parcel) and the unopened Forbes Road right-of-way (ROW) as surplus and to convey the Parcel and quitclaim the ROW to the petitioner.

BACKGROUND:

Standard Concrete Products is located at the end of Wahlstrom Road. The remnant Parcel is located adjacent to the petitioner's property (PIN 1-0283-01-001B). Forbes Road ROW is unopened and crosses petitioner's property in several locations as shown on the map (attached to the original staff report in the Clerk of Commission's meeting file). Standard Concrete has several encroachment violations on the Parcel and the ROW. They request the County convey the Parcel and quitclaim the ROW to clear up the

violations.

FACTS AND FINDINGS:

1. The location of the request is shown on the map attached (to the original staff report in the Clerk of Commission's meeting file). The remnant parcel was created during the acquisition of property required for the drainage outfall from Wahlstrom Road to the Savannah River. The 0.394 parcel was found to be an uneconomic remnant during the acquisition process, leading to its acquisition by the County. The parcel is not needed for drainage or access purposes. Standard Concrete has fencing and products stored on the parcel.
2. Forbes Road ROW is an unopened ROW totaling 5.42 acres in area. Staff evaluated the ROW and determined the right-of-way is not needed for drainage or roadway purposes.
3. The petitioner was notified of the surplus and quitclaim consideration and advised as to the date and time of this meeting.
4. If approved, the petitioner must pay the County the fair market value for the parcel and ROW determined by a professional appraisal, and provide the necessary appraisal, deed, and plat all at their expense. The appraiser is selected by the County and must be certified as a professional appraiser by the State of Georgia. Staff will review the submitted appraisal, deed and plat for completeness and reasonableness before the deed is sent to the County Clerk for processing and the fair market value payment check is sent Finance for deposit.

ALTERNATIVES:

1. To approve a request from Mr. Richard Harris of Brennan, Harris & Rominger, LLP for his client, Standard Concrete Products (Petitioner), for the County to declare a 0.394 acre remnant parcel (Parcel) and the unopened Forbes Road right-of-way (ROW) as surplus and to convey the Parcel and quitclaim the ROW to the petitioner.
2. That the Board deny approval and provide other direction.

POLICY ANALYSIS:

The Board must declare County property surplus and approve all quitclaim actions.

RECOMMENDATION:

That the Commissioners adopt Alternative No. 1.
District 3

Prepared by: Suzanne Cooler, P.E.

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9. REQUEST FROM SAVANNAH CHRISTIAN CHURCH (CHURCH) FOR THE COUNTY TO DECLARE AN UNOPENED RIGHT-OF-WAY (ROW) WHICH CROSSES CHURCH PROPERTY AS SURPLUS AND TO QUITCLAIM THE ROW. [DISTRICT 5]

ACTION OF THE BOARD:

Commissioner Center moved for approval of a request from Savannah Christian Church for the county to declare an unopened right-of-way which crosses the church property as surplus and to quitclaim the ROW. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-9
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:

To present to the Board a request from Savannah Christian Church (Church) for the County to declare an unopened right-of-way (ROW) which crosses Church property as surplus and to quitclaim the ROW.

BACKGROUND:

The petitioner owns the parcel (PIN 1-1029-01-016), which is crossed by the unopened ROW. The requested ROW is a former drainage ROW. Staff evaluated the ROW and determined it is not needed for drainage or roadway purposes.

FACTS AND FINDINGS:

1. The location of the request is shown on the map attached (to the original staff report in the Clerk of Commission's meeting file). The Church requests quitclaim of the unused ROW. The ROW is approximately 1.56 acres in area.
2. Staff evaluated the ROW and determined the right-of-way is not needed for drainage or roadway purposes.
3. The petitioner was notified of the quitclaim consideration and advised as to the date and time of this meeting.
4. If approved, the petitioner must pay the County the fair market value for the ROW to be determined by a professional appraisal, deed, and plat all at their expense. The appraiser is selected by the County and must be certified as a professional appraiser by the State of Georgia. Staff will review the submitted appraisal, deed and plat for completeness and reasonableness before the deed is sent to the County Clerk for processing and the fair market value payment check is sent to Finance for deposit.

ALTERNATIVES:

1. To approve a request from Savannah Christian Church (Church) for the County to declare an unopened right-of-way (ROW) which crosses Church property as surplus and to quitclaim the ROW.
2. That the Board deny approval and provide other direction.

POLICY ANALYSIS:

The Board must declare County property surplus and approve all quitclaim actions.

RECOMMENDATION:

That the Commissioners adopt Alternative No. 1.
District 5

Prepared by: Suzanne Cooler, P.E.

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**10. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
PETITIONER: MICHAEL L. FOSTER, D/B/A CIRCLE K STORE #5159, LOCATED
AT 435 JOHNNY MERCER BOULEVARD, 31410.
[DISTRICT 4]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the transfer of beer and wine retail license for 2015. Petitioner was Michael L. Foster d/b/a Circle K. Store, #5159 located at 435 Johnny Mercer Boulevard. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-10
AGENDA DATE: February 13, 2015

TO: Board of Commissioners

THRU: Lee Smith, County Manager

FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. **Michael L. Foster, d/b/a Circle K Store #5159, located at 435 Johnny Mercer Boulevard, Wilmington Island, GA 31410.**

BACKGROUND:

Mr. Foster requests approval of transfer of beer and wine retail license in connection with an existing convenience store. The business at this location meets the requirements of the Chatham County

Alcoholic Beverage Ordinance. The license is being transferred from Joshua S. Lieberman to Michael L. Foster.

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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.
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 4

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

Gregori S. Anderson, CBO

Chief Joseph Lumpkin, Sr.

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**11. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
PETITIONER: MICHAEL L. FOSTER, D/B/A CIRCLE K STORE #5160, LOCATED
AT 1006 KING GEORGE BOULEVARD, 31419.
[DISTRICT 6]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the transfer of beer and wine retail license for 2015. Petitioner was Michael L. Foster d/b/a Circle K. Store, #5160 located at 1006 King George Boulevard. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-11
AGENDA DATE: February 13, 2015

TO: Board of Commissioners

THRU: Lee Smith, County Manager

FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. **Michael L. Foster, d/b/a Circle K Store #5160**, located at **1006 King George Boulevard, Savannah, GA 31419**.

BACKGROUND:

Mr. Foster requests approval of transfer of beer and wine retail license in connection with an existing convenience store. The business at this location meets the requirements of the Chatham County Alcoholic Beverage Ordinance. The license is being transferred from Joshua S. Lieberman to Michael L. Foster.

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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.

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 6

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

Gregori S. Anderson, CBO

Chief Joseph Lumpkin, Sr.

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**12. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
PETITIONER: MICHAEL L. FOSTER, D/B/A CIRCLE K STORE #7751, LOCATED
AT 7751 HIGHWAY 80 EAST, 31410.
[DISTRICT 4]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the transfer of beer and wine retail license for 2015. Petitioner was Michael L. Foster d/b/a Circle K. Store, #7751 located at 7751 Highway 80 East. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-12

AGENDA DATE: February 13, 2015

TO: Board of Commissioners

THRU: Lee Smith, County Manager

FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. **Michael L. Foster, d/b/a Circle K Store #7716**, located at **7751 Highway 80 East, Savannah, Georgia 31410**.

BACKGROUND:

Mr. Foster requests approval of transfer of beer and wine retail license in connection with an existing convenience store. The business at this location meets the requirements of the Chatham County Alcoholic Beverage Ordinance. The license is being transferred from Joshua S. Lieberman to Michael L. Foster.

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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.
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 4

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

Gregori S. Anderson, CBO

Chief Joseph Lumpkin, Sr.

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**13. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
PETITIONER: MICHAEL L. FOSTER, D/B/A CIRCLE K STORE #1862, LOCATED
AT 2 QUACCO ROAD, 31419.
[DISTRICT 7]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the transfer of beer and wine retail license for 2015. Petitioner was Michael L. Foster d/b/a Circle K. Store, #1862 located at 2 Quacco Road. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-13
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. **Michael L. Foster, d/b/a Circle K Store #1862, located at 2 Quacco Road, Savannah, Georgia 31419.**

BACKGROUND:

Mr. Foster requests approval of transfer of beer and wine retail license in connection with an existing convenience store. The business at this location meets the requirements of the Chatham County Alcoholic Beverage Ordinance. The license is being transferred from Joshua S. Lieberman to Michael L. Foster.

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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.
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 7

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

Gregori S. Anderson, CBO

Chief Joseph Lumpkin, Sr.

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**14. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
PETITIONER: DELORES S. RIVERA, D/B/A PUBLIX SUPER MARKETS, INC.,
#0521, LOCATED AT 4717 US HIGHWAY 80 EAST, 31410.
[DISTRICT 4]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the request for transfer of beer and wine retail license for 2015. The petitioner is Delores S. Rivera d/b/a Publix Super Markets, Inc., #0521, located at 4717 US Highway 80 East. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady

and Kicklighter were not present.]

AGENDA ITEM: X-14
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
 Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. **Delores S. Rivera d/b/a Publix Super Markets, Inc., #0521**, located at **4717 US Highway 80 East, Savannah, Georgia 31410**.

BACKGROUND:

Ms. Rivera requests approval of 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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.
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 4

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

 Gregori S. Anderson, CBO

 Chief Joseph Lumpkin, Sr.

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**15. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
 PETITIONER: DELORES S. RIVERA, D/B/A PUBLIX SUPER MARKETS, INC.,
 #0456, LOCATED AT 155 JOHNNY MERCER BOULEVARD, 31410.
 [DISTRICT 4]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the request for transfer of beer and wine retail license for 2015. The petitioner is Delores S. Rivera d/b/a Publix Super Markets, Inc., #0456, located at 155 Johnny Mercer Boulevard. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-15
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
 Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. **Delores S. Rivera d/b/a Publix Super Markets, Inc., #0456**, located at **155 Johnny Mercer Boulevard, Savannah, Georgia 31410**.

BACKGROUND:

Ms. Rivera requests approval of 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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.
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 4

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

Gregori S. Anderson, CBO

Chief Joseph Lumpkin, Sr.

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**16. REQUEST FOR TRANSFER OF BEER AND WINE RETAIL LICENSE FOR 2015.
PETITIONER: ANNA PAGE, D/B/A DOLLAR GENERAL STORE, LOCATED AT
1920 PRESIDENT STREET, 31401.
[DISTRICT 3]**

ACTION OF THE BOARD:

Commissioner Center moved for approval of the request for transfer of beer and wine retail license for 2015. The petitioner is Anna Page d/b/a Dollar General Store located at 1920 President Street. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: X-16

AGENDA DATE: February 13, 2015

TO: Board of Commissioners

THRU: Lee Smith, County Manager

FROM: Gregori S. Anderson, Director of Building Safety and Regulatory Services
Joseph Lumpkin, Sr., Chief of Police

ISSUE:

Request for transfer of beer and wine retail license for 2015. Petitioner: **Anna Page d/b/a Dollar General Store, #13629**, located at **1920 President Street, Savannah, Georgia 31404**.

BACKGROUND:

Ms. Page requests approval of 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 Marshal inspected the site for compliance and approved the facility.
3. The applicant and business meet the requirements of the Chatham County Alcoholic Beverage Ordinance.
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 3

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

Gregori S. Anderson, CBO

Chief Joseph Lumpkin, Sr.

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17. 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:

Commissioner Center moved for 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.) Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
A. Purchase of a tandem axle low boy tractor and tri-axle detachable trailer for Public Works and Park Services, and declare a tractor and trailer as surplus and approval to sell at public auction or to dispose as scrap material	Fleet	Freightliner of Savannah	\$174,813	SSD - Public Works
B. Purchase of a 2014 tractor with boom and optional equipment for Public Works and Park Services, and declare a tractor with boom as surplus and approval to sell at public auction or to dispose as scrap material	Fleet	Reynolds-Warren Equipment Company, Inc.	\$142,462	SSD - Public Works
C. Purchase of a one year contract to provide consulting services for the I.C.S. Department	I.C.S.	Gartner, Inc.	\$34,800	I.C.S. - Management Consulting Services
D. Change Order No. 3 to the contract for professional engineering services for the Louis Mills/Redgate Drainage Improvement project	Engineering	Thomas & Hutton Engineering Company (T&H)	\$22,600	SPLOST (1998-2003) - Drainage, Louis Mills/Redgate/Rahn Dairy Canal Project
E. Change Order No. 1 and a 10 day extension of the contract time for the construction contract on the S.R. 307 Widening, Phase 2 project	Engineering	Reeves Construction d.b.a. R.B. Baker Construction	\$62,317	SPLOST (2008-2014) - S.R. 307 Widening Project

ITEM	DEPT.	SOURCE	AMOUNT	FUNDING
F. Deductive Summary Change Order No. 3 to construction contract on the Pipemakers Canal Widening-Phase 2, Section 2 Drainage Improvement project	Engineering	TIC-The Industrial Company	(\$1,553,468)	No additional funding is required for this deductive Change Order
G. Purchase of four (4) 2016 International 4300 flatbed dump trucks for Public Works and Park Services, and declare four (4) flatbed dump trucks as surplus and approval to sell at public auction or to dispose as scrap material	Fleet	Roberts Truck Center	\$336,212	SSD - Public Works
H. Summary Change Order No. 2 to the construction contract for the Hampton Place Drainage Improvement project	Engineering	L-J, Inc.	\$103,861	SPLOST (2008-2014) - Drainage, Hampton Place Drainage
I. Lease extension for 41 Park of Commerce Way for two (2) years to provide office space for displaced employees	Detention Center	NDSS Plantation Center, LLC	\$77,497	General Fund/M&O - Detention Center
J. Purchase of 197 software licenses and maintenance for I.C.S.	I.C.S.	Citrix Online	\$22,770	General Fund/M&O - Various Departments
K. Amendment No. 1 to the annual contract with Galls, An Aramark Company, LLC, to acknowledge a name change	Sheriff's	Galls, LLC	N/A	N/A
L. Change Order No. 3 to the annual contract to provide uniform accessories for the Chatham County Sheriff's Department	Sheriff's	Smyrna Police Distributors, Inc.	Various amounts per staff report	General Fund/M&O - Detention Center
M. Change Order No. 2 to the annual contract to provide uniform accessories for the Chatham County Sheriff's Department	Sheriff's	Lawmen's and Shooter's Supply, Inc.	Various amounts per staff report	General Fund/M&O - Detention Center
N. Change Order No. 2 to the annual contract to provide various uniform accessories for the Chatham County Sheriff's Department	Sheriff's	KEEPERS	Various amounts per staff report	General Fund/M&O - Detention Center
O. Change Order No. 1 to extend the contract time by 160 days to complete engineering services for the fender system at the Causton Bluff Bridges	Public Works and Park Services	McSweeney Engineers, LLC.	\$0	No additional funding is required.
P. Purchase of two (2) single axle dump trucks for Public Works and Park Services, and declare two (2) single axle dump trucks as surplus and approval to sell at public auction or to dispose as scrap material	Fleet	Roberts Truck Center	\$162,198	SSD - Public Works

<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
Q. Declaration as unserviceable surplus and approval to sell at public auction or to dispose as scrap material, older vehicles and heavy equipment which cannot be economically repaired	Fleet	N/A	N/A	N/A- Revenue Producing
R. Allow a decrease in the lease payments made to Chatham County for the Henderson Golf Course during the months of December, January, February for the remaining term of the lease	Recreation	Gallea Golf Properties	N/A	N/A- Revenue Producing
S. Annual software maintenance renewal for WebEOC system and Double-Take replication software for the Chatham Emergency Management Agency (CEMA)	I.C.S.	ESi Acquisitions, Inc.	\$17,426	CEMA
<u>ITEM</u>	<u>DEPT.</u>	<u>SOURCE</u>	<u>AMOUNT</u>	<u>FUNDING</u>
T. Provide and install temporary air handler no.1 at the J. Tom Coleman Courthouse	Facilities Maintenance	Boaen Mechanical, Inc.	\$44,977 Not to exceed	General Fund/M&O - Facilities Maintenance
U. Provide and install new air handler no. 1 at the J. Tom Coleman Courthouse	Facilities Maintenance	Boaen Mechanical, Inc.	\$144,000	SPLOST (2008-2014)- Courthouse Renovations
V. Purchase of three (3) used non-typical replacement vehicles, for CNT, and authorize the disposal of three (3) vehicles to be used as trade-ins	Fleet	Fairway Lincoln Mazda	\$50,800	CIP - Fleet Replacement
W. Purchase of two (2) used non-typical replacement vehicles, for CNT, and authorize the disposal of two (2) vehicles to be used as trade-ins	Fleet	Grainger Honda	\$41,138	CIP - Fleet Replacement

AGENDA ITEM: X-17 A thru U
AGENDA DATE: February 13, 2015

TO: BOARD OF COMMISSIONERS
THRU: LEE SMITH, COUNTY MANAGER
FROM: MICHAEL A. KAIGLER, ASSISTANT COUNTY MANAGER
SUBJECT: AWARD OF BIDS

ITEM A

ISSUE: Request Board approval of a \$174,813 purchase of a tandem axle low boy tractor and tri-axle detachable trailer from Freightliner of Savannah for Public Works and Park Services, and declare a tractor and trailer as surplus and approval to sell at public auction or to dispose as scrap material.

BACKGROUND: The purchase of this heavy equipment will replace one (1) that is older and beyond economical repair. The new tractor and trailer will be utilized by the Stormwater Section of Public Works and Park Services.

FACTS AND FINDINGS:

1. An Invitation to Bid was publicly advertised and opened on December 22, 2014. Responses are as follows:

Freightliner of Savannah Savannah, GA	\$57,475/each- Trailer \$117,338/each-Tractor
Holden Industries, Inc. South West City, MO	\$85,217/each- Trailer \$ No Bid- Tractor

2. The purchase of the this tractor and trailer will replace a tractor and trailer with high mileage and beyond economical repair. The heavy equipment to be declared surplus are:

<u>Unit #</u>	<u>Description</u>	<u>VIN #</u>
219	1995 Tractor Trailer	1FUYZDYB2SL635768
219T	1995 Low Boy Trailer	1W9LA42211V329104

3. Staff believes the total cost of \$174,813, to be fair and reasonable.

FUNDING: SSD - Public Works
(2704100 - 54.25001)

ALTERNATIVES:

1. Board approval of a \$174,813 purchase of a tandem axle low boy tractor and tri-axle detachable trailer from Freightliner of Savannah for Public Works and Park Services, and declare a tractor and trailer as surplus and approval to sell at public auction or to dispose as scrap material.
2. Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM B

ISSUE: Request Board approval of a \$142,462 purchase of a 2014 tractor with boom and optional equipment from Reynolds-Warren Equipment Company, Inc., for Public Works and Park Services, and declare a tractor with boom as surplus and approval to sell at public auction or to dispose as scrap material.

BACKGROUND: The purchase of this equipment will replace one that is older and beyond economical repair. The new tractor with boom will be utilized by the Stormwater Section of Public Works and Park Services.

FACTS AND FINDINGS:

1. A Invitation to Bid was publicly advertised and opened on December 18, 2014. Responses are as follows:

Reynolds-Warren Equipment Company, Inc. Lake City, GA	\$142,462
Atlantic & Southern Equipment, LLC Lake City, GA	\$149,775
Flint Equipment Company Savannah, GA	\$157,137

2. Local preference was not extended to Flint Equipment Company because their bid included a 6 cylinder engine which did not meet specifications.
3. Optional equipment included a pull behind rotary cutter and tree limb cutter. Reynolds-Warren Equipment Company provided a price of \$4,266 for the pull behind rotary cutter and \$12,178 for

the tree limb cutter, added to the \$126,018 was bid for the tractor with boom for a total cost of \$142,462.

- The purchase of this tractor with boom will replace a tractor with boom with high mileage and beyond economical repair. The heavy equipment to be declared surplus is:

<u>Unit #</u>	<u>Description</u>	<u>VIN #</u>
91	1998 tractor with boom	081377B

- Staff believes the total cost of \$142,462, with added required options, to be fair and reasonable.

FUNDING: SSD - Public Works
(2704100 - 54.25001)

ALTERNATIVES:

- Board approval of a \$142,462 purchase of a 2014 tractor with boom and optional equipment from Reynolds-Warren Equipment Company, Inc., for Public Works and Park Services, and declare a tractor with boom as surplus and approval to sell at public auction or to dispose as scrap material.
- Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM C

ISSUE: Request Board approval of \$34,800 for the purchase of a one (1) year contract with Gartner, Inc., to provide consulting services for the I.C.S. Department. The pricing is from the General Services Administration (GSA) contract.

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:

- The Gartner services comprise an executive toolset used for insight into the dynamic changes throughout the Information Technology industry.
- Gartner provides market analysis of hardware and software available along with performance measurements of companies and products.
- 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.
- Gartner provides analytical trending based on surveys and actions taken by clients.

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

ALTERNATIVES:

- Board approval of \$34,800 for the purchase of a one (1) year contract with Gartner, Inc., to provide consulting services for the I.C.S. Department. The pricing is from the General Services Administration (GSA) contract
- 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.

I.C.S. APPROVAL _____
NICK BATEY

BUDGET APPROVAL _____
RUSHEDA ADESHINA

ITEM D

ISSUE: Request Board approval of a \$22,600 Change Order No. 3 to the engineering services contract with Thomas & Hutton Engineering Company (T&H) for professional engineering services for the Louis Mills/Redgate Drainage Improvement project.

BACKGROUND: The Louis Mills/Redgate Drainage Improvement project is part of the 1998-2003 SPLOST Drainage Program. Design work for the project was performed by T&H. Delays in the acquisition of easements and rights of way required the project be divided into phases. Phase 1 included design and construction of the downstream reach from the CSX railroad tracks to a point approximately 850 feet upstream of Garrard Avenue of the canal.

FACTS AND FINDINGS:

1. Construction of drainage improvements of Phase 1, the downstream reach, was completed in 2011. Staff continued to pursue and successfully acquired several of the needed drainage easements and rights of way within the Phase 2 reach of the project.
2. The original Phase 2 design project scope entails replacement of undersized culvert crossings at Chatham Parkway and private driveways. T&H is the engineer of record for the downstream improvements constructed and previously prepared the preliminary design of improvements at these crossings. The Board approved a contract to T&H for the culvert crossing improvements on April 13, 2012.
3. As design work continued on the project, staff concluded that extension of the project to connect to the ongoing Marshall Avenue paving project will maximize benefits to upstream areas. Additional downstream surveys, easement revisions, and design modifications are needed to achieve the project benefits with the lowest construction cost, property acquisition and impact on the surrounding properties. This change order to the existing contract with T&H will support the effort while addressing needs for permitting and construction period service impacted by the change in scope.
4. As design work was completed, the process of permitting began. To date, necessary permits or approvals were obtained from the U.S. Army Corps of Engineers, Georgia EPD, and the Natural Resources Conservation Service. Due to the split jurisdiction the project traverses, land disturbance permits are still needed from Chatham County and the City of Savannah. The work involved under this contract will include staking of required easement lines and corners and assistance with land disturbance permitting. Required easements must also be acquired. Change Order No. 3 to the contract was developed to accomplish these tasks.
5. Staff solicited a proposal from T&H and finds that the level of service is in accordance with anticipated needs and that the cost represents fair compensation for the work provided.

6. Contract History:	
Original Contract (4/13/12)	64,000
Change Order No. 1 (1/11/13)	49,000
Change Order No. 2 (9/27/13)	41,200
Change Order No.3 (Pending)	<u>22,600</u>
Revised Contract Amount	\$176,800

FUNDING: SPLOST (1998-2003) - Drainage, Louis Mills/Redgate/Rahn Dairy Canal Project
(3224250 - 52.12003 - 32280373)

ALTERNATIVES:

1. Board approval of a \$22,600 Change Order No. 3 to the engineering services contract with Thomas & Hutton Engineering Company (T&H) for professional engineering services for the Louis Mills/Redgate Drainage Improvement project.
2. Provide staff other direction.

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

RECOMMENDATIONS: Staff recommends the approval of Alternative 1.

BUDGET APPROVAL _____
ESTELLE BROWN

ITEM E

ISSUE: Request Board approval of a \$62,317 Change Order No. 1 and a 10 day extension of the contract time for the construction contract with Reeves Construction d.b.a. R.B. Baker Construction on the S.R. 307 Widening, Phase 2 Project.

BACKGROUND: The original contract was awarded to Reeves Construction on May 9, 2014, to complete the widening of the last half mile of S.R. 307/ Dean Forest Road north of U.S. 17 from two (2) lanes to four (4) lanes.

FACTS AND FINDINGS:

1. During construction a 24 inch side drain pipe which was shown on the plans to be removed and reset was found to be damaged and required replacement. The cost of 24 feet of new pipe and installation at \$80/ linear foot was a total of \$1,920.
2. A temporary traffic signal loop was required to maintain optimal efficiency of the traffic signal at U.S. 17 and S.R. 307 during temporary realignment of traffic on S.R. 307 for reconstruction of the existing road. The cost of the temporary loop was \$1,300.
3. A U-turn bay will be added on S.R. 307 at the intersection of Police Stables Road to allow trucks to safely make a U-turn. This was requested by a local business and approved by the Georgia Department of Transportation. The cost for the U-turn bay is \$59,097.
4. Contract History:

Original Contract (5/9/14)	\$1,463,783
Change Order No. 1 (pending)	<u> \$62,317</u>
Revised Contract Amount	\$1,526,100

FUNDING: SPLOST (2008-2014) - S.R. 307 Widening Project
(3244220 - 54.14001 - 32451147)

ALTERNATIVES:

1. Board approval of a \$62,317 Change Order No. 1 and a 10 day extension of the contract time for the construction contract with Reeves Construction d.b.a. R.B. Baker Construction on the S.R. 307 Widening, Phase 2 Project.
2. Provide staff other direction.

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

RECOMMENDATIONS: Staff recommends the approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM F

ISSUE: Request Board approval of a (\$1,553,468) deductive Summary Change Order No. 3 to construction contract with TIC-The Industrial Company on the Pipemakers Canal Widening-Phase 2, Section 2 Drainage Improvement project.

BACKGROUND: The Pipemakers Canal Widening-Phase 2, Section 2 Drainage Improvements project is part of the 2008-2014 SPLOST Drainage Program. Problems addressed by this project include expansion of the limited drainage capacity and improvements to access to perform maintenance.

FACTS AND FINDINGS:

1. The Board awarded the project to widen the existing canal, construct access roads and provide for inclusion of existing tributary flow on August 10, 2012. Construction began October 18, 2012. The project was determined to be substantially complete on August 18, 2014, with punch list items completed in January, 2015.
2. The construction contract was awarded on a unit price basis. As construction progressed, some quantity totals exceeded the contract amount, while others were less than the contract amount. In addition, field conditions resulted in the addition of new items to fully complete the work. The summary change order results from measurement of final quantities installed at unit prices as well as adjustments to lump sum items resulting from field changes. Lump sum adjustments and unit

price for items not in the contract were negotiated by staff. Staff believes these prices to be fair and reasonable for the material and labor. Change order 3 will add these measures to the contract.

3. Contract History:

Original Contract (8/10/12)	\$7,668,600
Change Order No. 1 (11/22/13)	117,447
Change Order No. 2 (5/9/14)	23,500
Change Order No. 3 (Pending)	(1,553,468)
Revised Contract Amount	\$6,256,079

FUNDING: No additional funding is required for this deductive Change Order.

ALTERNATIVES:

1. Board approval of a (\$1,553,468) deductive Summary Change Order No. 3 to construction contract with TIC-The Industrial Company on the Pipemakers Canal Widening-Phase 2, Section 2 Drainage Improvement project.
2. Provide staff other direction.

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

RECOMMENDATION: Staff recommends the approval of Alternative 1.

BUDGET APPROVAL _____
 MARK BUCALO

ITEM G

ISSUE: Request Board approval of a \$336,212 purchase of four (4) 2016 International 4300 flatbed dump trucks from Roberts Truck Center, for Public Works and Park Services, and declare four (4) flatbed dump trucks as surplus and approval to sell at public auction or to dispose as scrap material.

BACKGROUND: The purchase of these flatbed dump trucks will replace four (4) flatbed dump trucks that are old and beyond economical repair. The new flatbed dump trucks will be utilized for roadside maintenance.

FACTS AND FINDINGS:

1. An Invitation To Bid was publicly advertised and opened on January 22, 2015. Responses are as follows:

Roberts Truck Center Garden City, GA	\$84,053 Each
Freightliner of Savannah Savannah, GA	\$89,029 Each

2. The purchase of these flatbed dump trucks will replace equipment with high mileage that are beyond economical repair. The equipment to be declared surplus is:

<u>Unit #</u>	<u>Description</u>	<u>Vin #</u>
241	1997 Ford F800	1FDXF80E7VVA12045
245	1997 Ford F800	1FDXF80E3VVA27741
246	1997 Ford F800	1FDXF80E5VVA27742
261	1994 Ford F800	1FDYK84EORVA14381

3. Staff believes the total cost of \$336,212, to be fair and reasonable.

FUNDING: SSD - Public Works
 (2704100 - 54.25001)

ALTERNATIVES:

1. Board approval of a \$336,212 purchase of four (4) 2016 International 4300 flatbed dump trucks from Roberts Truck Center, for Public Works and Park Services, and declare four (4) flatbed dump trucks as surplus and approval to sell at public auction or to dispose as scrap material.
2. Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM H

ISSUE: Request Board approval of a \$103,861 Summary Change Order No. 2 to the construction contract with L-J, Inc., on the Hampton Place Drainage Improvement project.

BACKGROUND: Hampton Place Subdivision contains an existing stormwater system including pipes and ponds. The outfall for the system is undersized and portions of the roadway are failing. These improvements provide an additional outfall from the subdivision and reconstruct areas of pavement.

FACTS AND FINDINGS:

1. The County issued the Notice to Proceed to the contractor on September 22, 2014.
2. During construction, staff noted multiple asphalt failures occurring from the end of the current project through the intersection of Vineyard Haven Drive and West Tisbury Lane, approximately 250 feet. The contractor removed and replaced the asphalt and base in this area per the unit contract prices. The additional cost is \$50,705.
3. During construction, the contractor encountered high ground water tables in two areas of the project. In both locations, the contractor installed a french drain system to alleviate the water near the base of the roadway. The additional cost is \$3,837.
4. Once the contractor exposed the existing pipe system, staff noted several inadequacies in the installation of the storm pipes and the storm inlets. Staff instructed the contractor to upgrade the damaged structures, pipes, and pipe joints. The additional cost is \$8,365.
5. The contractor found and repaired a broken sewer lateral. The additional cost is \$2,216.
6. The contract for construction was awarded as a unit price contract. This Change Order represents measurement of final quantities installed at the unit prices listed in the contract. The additional cost for the final measured quantities is \$38,738. Staff negotiated prices for items not listed in the contract. Staff believes these prices to be fair and reasonable for the material and labor.
7. Contract History:

Original Contract (8/22/14)	\$292,026
Change Order 1 (11/21/14)	\$ 69,458
Change Order 2 (Pending)	<u>\$103,861</u>
Pending Contract Amount	\$465,345

FUNDING: SPLOST (2008-2014) - Drainage, Hampton Place Drainage
(3244250 - 54.14021 - 32480647)

ALTERNATIVES:

1. Board approval of a \$103,861 Summary Change Order No. 2 to the construction contract with L-J, Inc., on the Hampton Place Drainage Improvement project.
2. Provide staff other direction.

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

RECOMMENDATIONS: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM I

ISSUE: Request Board approval of a \$77,497 two (2) year lease extension for 41 Park of Commerce Way with NDSS Plantation Center, LLC, to provide office space for displaced employees.

BACKGROUND: On December 6, 2013, the Board approved the one (1) year extension that is scheduled to expire on February 28, 2015.

FACTS AND FINDINGS:

1. The Building at 41 Park of Commerce Way, owned by NDSS Plantation Center, LLC, provides

- office space for displaced Detention Center employees due to ongoing remodeling and construction to the facility.
2. Staff negotiated to keep the lease amount the same with no increase for two (2) years. The lease will run through February 28, 2017.
 3. The property leases for \$3,229.05 a month. The office space is conveniently located near the Detention Center.

FUNDING: General Fund/M&O - Detention Center
(1003326-52.23101)

ALTERNATIVES:

1. Board approval of a \$77,497 two (2) year lease extension for 41 Park of Commerce Way with NDSS Plantation Center, LLC, to provide office space for displaced employees.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to extend a lease when it is in the best interest of the County.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM J

ISSUE: Request Board approval of a \$22,770 sole source purchase for 197 software licenses and maintenance from Citrix Online for I.C.S.

BACKGROUND: These annual service agreements cover user software licenses and system maintenance required for technical support, and software updates for the GoTo My PC and Go to Meeting which is used by all departments.

FACTS AND FINDINGS:

1. Citrix Online 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. GoTo My PC is a web based application used by numerous departments to remotely access their office computer from home or while traveling.
3. Staff believes this total cost of \$22,770 to be fair and reasonable.

FUNDING: General Fund/M&O - Various Departments

ALTERNATIVES:

1. Board approval of a \$22,770 sole source purchase for 197 software licenses and maintenance from Citrix Online for I.C.S.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to provide essential software licenses and maintenance contracts.

RECOMMENDATION: Staff recommends approval of Alternative 1.

I.C.S. APPROVAL _____
NICK BATEY
BUDGET APPROVAL _____
READ DEHAVEN

ITEM K

ISSUE: Request Board approval of Amendment No. 1 to the annual contract with Galls, Inc., An Aramark Company, LLC, to acknowledge a name change to Galls, LLC.

BACKGROUND: On February 10, 2012, the Board approved the award of an annual contract with automatic renewals options for four (4) additional (1) one year terms, to Galls, Inc., An Aramark Company, LLC.

FACTS AND FINDINGS:

1. Staff was notified by Galls, Inc., LLC, of the name change.
2. There will be no changes to the terms and conditions of this contract.

FUNDING: N/A

ALTERNATIVES:

1. Board approval of Amendment No. 1 to the annual contract with Galls, Inc., An Aramark Company, LLC, to acknowledge a name change to Galls, LLC.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to recognize a name change as an amendment to the contract.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
 READ DEHAVEN

ITEM L

ISSUE: Request Board approval to issue Change Order No. 3 to the annual contract with Smyrna Police Distributors, Inc., of Smyrna, Georgia to provide uniform accessories for the Chatham County Sheriff's Department.

BACKGROUND: On February 10, 2012, the Board approved the award of an annual contract with renewal options for four (4) additional one year terms, to Smyrna Police Distributors, Inc.

FACTS AND FINDINGS:

1. Smyrna Police Distributors, Inc., has recently provided a notification of price changes associated with the manufacturer imposed price increases due to escalating costs. As a result, Smyrna has requested a price increase for the items listed below. Smyrna Police Distributors, Inc., has provided documentation to support the manufacturer's price increase.
2. New price will be as follows:

Item	Description	Old Price	New Price
9.	Permanent nametags, KK	\$ 20.00	\$ 21.50
10.	Blackinton Collar Brass (C.C. & S.O)	\$19.50	\$ 21.50
43.	Handcuffs, HH1008	\$26.20	\$27.50

3. Staff believes Smyrna Police Distributors, Inc., request for the County to contractually recognize the manufacturer price increases to be fair and reasonable.

FUNDING: General Fund/M&O - Detention Center
 (1003326 - 53.17001)

ALTERNATIVES:

1. Board approval to issue Change Order No. 3 to the annual contract with Smyrna Police Distributors, Inc., of Smyrna, Georgia to provide uniform accessories for the Chatham County Sheriff's Department.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve change orders for documented material price increases when they are initiated by the manufacturer.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
 MARK BUCALO

ITEM M

ISSUE: Request Board approval to issue Change Order No. 2 to the annual contract with Lawmen's and Shooter's Supply, Inc., of Vero Beach, FL, to provide uniform accessories for the Chatham County Sheriff's Department.

BACKGROUND: On February 10, 2012, the Board approved the award of an annual contract with automatic renewal options for four (4) additional one year terms, to Smyrna Police Distributors, Inc.

FACTS AND FINDINGS:

1. Lawmen's and Shooter's Supply, Inc., has recently provided a notification of price changes associated with the manufacturer imposed price increases due to escalating costs, As a result Lawmen's and Shooter's Supply, Inc., requested a price increase in the items listed below. Lawmen's and Shooter's Supply, Inc., provided documentation to support the manufacturer's price increase.
2. New price will be as follows:

Item	Description	Old Price	New Price
11.	Blackinton Badges, # B682/KK	\$ 58.27	\$ 60.17
12.	Blackinton Badges, # B818	\$ 61.77	\$ 63.77
13.	Blackinton Badges, # B2514/KK	\$ 56.26	\$ 58.10

3. Staff believes Lawmen's and Shooter's Supply, Inc., request for the County to contractually recognize the manufacturer price increases to be fair and reasonable.

FUNDING: General Fund/M&O - Detention Center
(1003326 - 53.17001)

ALTERNATIVES:

1. Board approval to issue Change Order No. 2 to the annual contract with Lawmen's and Shooter's Supply, Inc., of Vero Beach, FL, to provide uniform accessories for the Chatham County Sheriff's Department.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve change orders for documented material price increases when they are initiated by the manufacturer.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM N

ISSUE: Request Board approval of Change Order No. 2 to the annual contract with KEEPERS, of Athens, GA, to provide various uniform accessories for the Chatham County Sheriff's Department.

BACKGROUND: On February 10, 2012, the Board approved the award of an annual contract with automatic renewal options for four (4) additional one (1) year terms, to KEEPERS.

FACTS AND FINDINGS:

1. KEEPERS has recently provided a notification of price changes associated with manufacturer imposed price increases due to the escalating costs. As a result KEEPERS requested a price increase in the items listed below. KEEPERS has provided documentation for the manufacturer's price increase.
2. New price will be as follows:

Item:	Description	Old Price	New Price
17.	Windbreaker Jacket, (Snap-N-Wear)	\$ 36.49	\$39.49

3. Staff believes KEEPERS request for the County to contractually recognize the manufacturer price increase on the windbreaker jackets to be fair and reasonable.

FUNDING: General Fund/M&O - Detention Center
(1003326 - 53.17001)

ALTERNATIVES:

1. Board approval of Change Order No. 2 to the annual contract with KEEPERS, of Athens, GA, to provide various uniform accessories for the Chatham County Sheriff's Department.

2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve change orders for documented material price increases when they are initiated by the manufacturer.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM O

ISSUE: Request Board approval of Change Order No. 1 to extend the contract time by 160 days for McSweeney Engineers, LLC., to complete engineering services for the fender system at the Causton Bluff Bridges.

BACKGROUND: On November 22, 2013, the Board approved the award of a professional services contract to McSweeney Engineers LLC. to provide engineering services associated with the inspection of the fender system at the Causton Bluff Bridges.

FACTS AND FINDINGS:

1. After contract award, McSweeney Engineers, LLC., began the process of inspecting the bridge which consisted of an underwater evaluation of the fender system.
2. Upon completion of the underwater evaluation, McSweeney sought to obtain all required permits allowing the County to conduct construction in the Coastal Waterways.
3. The permitting process took seven months to complete and involved numerous State and Federal agencies.
4. During the permitting process, the Army Corps of Engineers required the County obtain a nationwide permit to cover the project. This requirement added to the time of receiving all permits.
5. In order to complete the project, staff is recommending extending the contract by 160 days.
6. Contract history:

Original Contract (11-22-13)	\$ 38,500
Change Order No. 1 (Pending)	\$ 0
Contract Amount	\$ 38,500

ALTERNATIVES:

1. Board approval of Change Order No. 1 to extend the contract time by 160 days for McSweeney Engineers, LLC., to complete engineering services for the fender system at the Causton Bluff Bridges.
2. Provide staff other direction.

FUNDING: No additional funding is required.

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

RECOMMENDATION: Staff recommends the approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM P

ISSUE: Request Board approval of a \$162,198 purchase of two (2) 2016 International 4300 single axle dump trucks from Roberts Truck Center, for Public Works and Park Services, and declare two (2) single axle dump trucks as surplus and approval to sell at public auction or to dispose as scrap material.

BACKGROUND: The purchase of these single axle dump trucks will replace two (2) single axle dump trucks that are old and beyond economical repair. The new single axle dump trucks will be utilized for roadside maintenance.

FACTS AND FINDINGS:

1. An Invitation To Bid was publicly advertised and opened on January 27, 2015. Responses are as follows:

Roberts Truck Center Garden City, GA	\$81,099/each
Freightliner of Savannah Savannah, GA	\$82,205/each
Trans Power, Inc. Albany, GA	\$84,671/each

2. The purchase of these Single Axle Dump Trucks will replace equipment with high mileage that are beyond economical repair. The dump trucks to be declared surplus are:

<u>Unit #</u>	<u>Description</u>	<u>Vin #</u>
290	1997 Ford F800	1FDYF80E3VVA27498
294	1995 International 4700	1HTSCAAN1SH630276

3. Staff believes the total cost of \$162,198 to be fair and reasonable.

FUNDING: SSD - Public Works
(2704100 - 54.25001)

ALTERNATIVES:

1. Board approval of a \$162,198 purchase of two (2) 2016 International 4300 single axle dump trucks from Roberts Truck Center, for Public Works and Park Services, and declare two (2) single axle dump trucks as surplus and approval to sell at public auction or to dispose as scrap material.
2. Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM Q

ISSUE: Request Board declaration as unserviceable surplus and approval to sell at public auction or to dispose as scrap material older vehicles and heavy equipment which cannot be economically repaired. The listed items attached can no longer be beneficially or advantageously used by County.

BACKGROUND: Fleet Operations and the various departments to whom the vehicles and equipment were assigned are in agreement that the identified items are unserviceable and should be disposed.

FACTS AND FINDINGS:

1. The attached (see page 21) lists the vehicles and heavy equipment to be disposed of at auction or as scrap material.
2. These items will be disposed of as appropriate for condition, value and circumstance. By far, the most common method will be public auction, as prescribed by the Purchasing Ordinance and Procedures Manual. Some items, however, without a reasonable resale value, will be sold as scrap.
3. The date, time and location at which these vehicles and heavy equipment will be auctioned will be publicly advertised to give citizens an opportunity to bid on these items.

FUNDING: N/A- Revenue Producing

ALTERNATIVES:

1. Board declaration as unserviceable surplus and approval to sell at public auction or to dispose as scrap material older vehicles and heavy equipment which cannot be economically repaired. The listed items attached can no longer be beneficially or advantageously used by County.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve selling surplus County property through a public auction or as scrap material.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MELVA SHARPE

ITEM R

ISSUE: Request Board approval to allow the lease payments to decrease to 2% to Chatham County for the Henderson Golf Course, by Gallea Golf Properties during the months of December, January, February for the remaining term of the lease.

BACKGROUND: In December 2011, the County entered into a new lease agreement with Gallea Golf Properties to manage Henderson Golf Course. The lease agreement requires GGP to pay 4% of gross revenues on a monthly basis. Gallea Golf Property has been an excellent partner in improving the fairways and greens, purchasing new golf carts and making changes to the Clubhouse. Prior to GGP managing the course, the County did not receive any lease payments

FACTS AND FINDINGS:

1. GGP has made the required 4% payment each month without default.
2. GGP has improved the image and playability of the course through excellent turf management.
3. Henderson Golf Course has seen a decrease in the number of rounds of golf sold during the winter months. Winter elements make it undesirable to play golf.
4. Staff believes that a decrease to 2% is fair based on the history of sales for the last 2 years.

FUNDING: No funding is required.

ALTERNATIVES:

1. Board approval to allow the lease payments to decrease to 2% to Chatham County for the Henderson Golf Course, by Gallea Golf Properties during the months of December, January, February for the remaining term of the lease.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to amend contracts as needed.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MELVA SHARPE

ITEM S

ISSUE: Request Board approval of \$17,426 for annual software maintenance renewal for WebEOC system and Double-Take replication suite from ESi Acquisitions, Inc., for the Chatham Emergency Management Agency (CEMA).

BACKGROUND: WebEOC is a web-enabled, crisis incident management system that integrates CEMA's data sources to a common platform. It allows authorized emergency managers and first responders with internet access to enter and view incident information.

FACTS AND FINDINGS:

1. Double-Take is a replication and availability suite that makes the available critical data, system and applications more secure and accessible.
2. Support renewal for these licences is essential to the EOC when exporting out critical reports to FEMA, GEMA, Local Elected Officials and supporting agencies.
3. Staff believes the total cost of \$17,426 to be fair and reasonable.

FUNDING: CEMA
(1009957 - 57.10111)

ALTERNATIVES:

1. Board approval of \$17,426 for annual software maintenance renewal for WebEOC system and Double-Take replication suite from ESi Acquisitions, Inc., for the Chatham Emergency Management Agency (CEMA).
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to provide the necessary computer support for applications for the using departments.

RECOMMENDATION: Staff recommends approval of Alternative 1.

I.C.S. APPROVAL _____
NICK BATEY

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM T

ISSUE: Request Board approval of a not to exceed \$44,977 purchase with Boen Mechanical, Inc., for the initial assessment and monthly rental of a temporary air handler unit at the J. Tom Coleman Courthouse.

BACKGROUND: The J. Tom Coleman Courthouse is supplied HVAC service from several air handlers. Air Handler no.1 is over 30 years old and original to the building. It supplies service to the 1st and 2nd floors of the courthouse, which includes offices and several courtrooms.

FACTS AND FINDINGS:

1. Air handler no.1 stopped working in October. The current HVAC maintenance contractor, Boen Mechanical, Inc., was called to perform an assessment on the unit.
2. The assessment concluded the unit was obsolete since replacement parts were no longer available. The unit was installed in 1978 and has a life cycle of 25-30 years if properly maintained.
3. A mechanical engineering firm, Rosser International, Inc., was contracted to prepare plans and specifications for a new air handler.
4. A solicitation was issued and bids received. Staff is presenting a separate issue on this agenda for the purchase of a new air handler. There is a six (6) week lead time on the new air handler unit.
5. This issue covers the cost of the initial assessment and installation of the temporary unit at \$6,488.36 and seven (7) months rental of the temporary unit at \$5,498.24 per month for a not to exceed total of \$44,977.

FUNDING: General Fund/M&O - Facilities Maintenance and Operations
(1001565 - 52.22001)

ALTERNATIVES:

1. Board approval of a not to exceed \$44,977 purchase with Boen Mechanical, Inc., for the initial assessment and monthly rental of a temporary air handler unit at the J. Tom Coleman Courthouse.
2. Provide staff other direction.

POLICY ANALYSIS: It is consistent with Board policy to approve the rental of equipment to insure continuation of court operations.

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MELVA SHARPE

ITEM U

ISSUE: Request Board approval of a \$144,000 contract with Boen Mechanical, Inc., for a new air handler at the J. Tom Coleman Courthouse.

BACKGROUND: Air handler no.1 was installed during the original construction of the building in 1978. The unit is considered obsolete by the current HVAC maintenance contractor since parts are no longer available. The unit provides service to the 1st and 2nd floors of the courthouse, which includes offices and several courtrooms.

FACTS AND FINDINGS:

1. Air handler no.1 stopped working in October. At that time a mechanical engineering firm, Rosser International, Inc., was contracted to prepare plans and specifications for a new air handler.

2. An Invitation to Bid was publicly advertised and opened on January 6, 2015. Responses are as follows:

Boaen Mechanical, Inc. Savannah, GA	\$144,000
Erickson Associates, Inc. Savannah, GA	\$206,000
SCM, Inc. Savannah, GA	\$219,537
Southeastern Air Conditioning Co., Inc. Garden City, GA	\$228,100

3. The lead time for the new air handler is six (6) weeks after receipt of order. A temporary rental unit is being used until the new installation.

FUNDING: SPLOST (2008-2014) - Courthouse Renovations
(3244980 - 54.13011 - 32460427)

ALTERNATIVES:

- Board approval of a \$144,000 contract with Boaen Mechanical, Inc., for a new air handler at the J. Tom Coleman Courthouse.
- Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
MARK BUCALO

ITEM V

ISSUE: Request Board approval of the purchase of three (3) used non-typical replacement vehicles, for CNT, from Fairway Lincoln Mazda and authorize the disposal of three (3) vehicles to be used as trade-ins. The total purchase cost, using the trade-ins, will be \$50,800.

BACKGROUND: CNT has approved funding to replace vehicles through the CIP Police Merger. These vehicles are no longer suitable for departmental operations. The trade-ins will simplify the purchase of these vehicles.

FACTS AND FINDINGS:

- A standing request for "good" used vehicles is in place with local dealers and they are encouraged to let us know when they have a vehicle they feel we should consider.
- Staff checked with local car dealers that normally respond to bids and came back with this proposal. This proposal provides CNT with maximum flexibility.
- The Fleet Manager and a representative from CNT selected the following vehicles based on utility and value.

4. The vehicles selected are:

One vehicle	\$44,200
One vehicle	\$31,900
One vehicle	\$24,000
Less Trade of three (3) units -	
(Unit 1978 - 2010 Chevrolet Tahoe - Vin #226529)	(\$18,800)
(Unit 1973 - 2011 Chevrolet Silverado - Vin #106800)	(\$18,800)
(Unit 1961 - 2007 GMC Yukon - Vin #392573)	(\$12,500)
Total Purchase Price	\$50,800

- Staff researched the trade-in value being offered by Fairway Lincoln Mazda and compared them to the Kelley Blue Book trade-in value. Fairway is offering a higher trade-in allowance.
- Staff believes the total purchase price of \$50m800 to be fair and reasonable.

FUNDING: CIP - Fleet Replacement
(3503222 - 54.22001 - 3503065Z)

ALTERNATIVES:

1. Board approval of the purchase of three (3) used non-typical replacement vehicles, for CNT, from Fairway Lincoln Mazda and authorize the disposal of three (3) vehicles to be used as trade-ins. The total purchase cost, using the trade-ins, will be \$50,800.
2. Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

ITEM W

ISSUE: Request Board approval of the purchase of two (2) used non-typical replacement vehicles, for CNT, from Grainger Honda, and authorize the disposal of two (2) vehicles to be used as trade-ins. The total purchase cost, using the trade-ins, will be \$41,138.

BACKGROUND: CNT has approved funding to replace vehicles through the CIP Police Merger. These vehicles are no longer suitable for departmental operations. The trade-ins will simplify the purchase of these vehicles.

FACTS AND FINDINGS:

1. A standing request for "good" used vehicles is in place with local dealers and they are encouraged to let us know when they have a vehicle they feel we should consider.
2. Staff checked with local car dealers that normally respond to bids and came back with this proposal. This proposal provides CNT with maximum flexibility.
3. The Fleet Manager and a representative from CNT selected the following vehicles based on utility and value.
4. The vehicles selected are:

One vehicle	\$25,317
One vehicle	\$33,821
Less Trade of two (2) units -	
(Unit 1950 - 2008 Mazda CX-9 - Vin #122021)	(\$6,000)
(Unit 1951 - 2009 Honda Pilot - Vin #004062)	(\$12,000)
Total Purchase Price	\$41,138

5. Staff researched the trade-in value being offered by Grainger Honda and compared them to the Kelley Blue Book trade-in value. Grainger is offering a higher trade-in allowance.
6. Staff believes the total purchase price of \$41,138 to be fair and reasonable.

FUNDING: CIP - Fleet Replacement
(3503222 - 54.22001 - 3503065Z)

ALTERNATIVES:

1. Board approval of the purchase of two (2) used non-typical replacement vehicles, for CNT, from Grainger Honda, and authorize the disposal of two (2) vehicles to be used as trade-ins. The total purchase cost, using the trade-ins, will be \$41,138.
2. Provide staff other direction.

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

RECOMMENDATION: Staff recommends approval of Alternative 1.

BUDGET APPROVAL _____
CHRIS MORRIS

PREPARED BY _____
PURCHASING AGENT

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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.

Chairman Scott said, we have no First Readers.

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XII. SECOND READINGS

1. REQUEST BOARD ADOPT THE REVISIONS TO THE COMBINED SAVANNAH CHATHAM COUNTY SPEED ZONE ORDINANCE.

Chairman Scott said, Second Readers. Request Board adopt the revisions to the combined Savannah Chatham County speed ordinance. Is there a motion?

Commissioner Center said, I -- I move that we adopt the revisions.

Chairman Scott said, is there a second?

Commissioner Stone said, second.

Commissioner Farrell said, second.

Commissioner Thomas said, second.

Chairman Scott said, properly moved and second. Is there 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 approve the zoning reclassification request. Commissioner Stone seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

AGENDA ITEM: ~~XI-1~~
AGENDA DATE: January 16, 2015
AGENDA ITEM: XII-1
AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:

The Board adopt the revisions to the combined Savannah Chatham County Speed Zone Ordinance.

BACKGROUND:

The City of Savannah and Chatham County maintain a combined Speed Zone Ordinance that lists the roads, their lengths and their associated speed limits that the Savannah Chatham County Metropolitan Police Department (SCMPD) enforces with the use of radar pursuant to Georgia Code Title 40, Chapter 14, Article 2. Any change to the road system or in driving patterns of the public may require the ordinance to be revised to incorporate these changes and/or additions to the existing speed zones.

FACTS AND FINDINGS:

1. The Board last updated the combined Savannah Chatham County Speed Zone Ordinance on May 10, 2013.
2. Updates to the Speed Ordinance include the removal of Mosswood Drive (private road) and the addition of Truman Parkway, Phase 5.

3. GDOT returned two original copies of the approved Speed Ordinance to be signed by the Chairman of the Board and the Mayor of Savannah. After the two original copies are executed and returned to GDOT, new radar permits will be issued to the SCMPD. These permits allow the SCMPD to enforce speed limits on City and County roadways using radar.

ALTERNATIVES:

1. The Board adopt the revisions to the combined Savannah Chatham County Speed Zone Ordinance.
2. The Board not adopt the changes.

POLICY ANALYSIS:

The SCMPD can only enforce speed limits listed on the approved Speed Zone Ordinance pursuant to Georgia Code Title 40, Chapter 14, Article 2.

RECOMMENDATION:

That the Board adopt Alternative 1.

District: All

Prepared by: Zachary Bowling, EIT

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2. BOARD CONSIDERATION TO AMEND THE CHATHAM COUNTY PERSONNEL ORDINANCE AND CHATHAM COUNTY PERSONNEL PROCEDURES TO AUTHORIZE EMPLOYEES ON THE COUNTY'S HEALTH INSURANCE PLAN TO ENROLL THEIR SAME SEX OR OPPOSITE SEX DOMESTIC PARTNER IN THE PLAN, AND TO AMEND OTHER PROVISIONS CONSISTENT WITH THIS CHANGE.

Chairman Scott said, Item 2 on Second Readers, Board consideration to amend the Chatham County Personnel Ordinance and the Chatham County Personnel Procedures to authorize employees on the county health insurance plan to enroll same sex, opposite sex domestic partners in the plan, to amend other provisions consistent with this change.

Commissioner Center said, you taking motions?

Chairman Scott said, yes. I recognize the Commissioner from the 3rd.

Commissioner Center said, I move we amend -- that we amend the Chatham County Personnel Ordinance and Personnel Procedures to authorize employees on the county's health insurance plan to enroll their same sex or opposite sex domestic partners in the plan, and to amend other provisions consistent with this change.

Commissioner Shabazz said, second.

Commissioner Holmes said, second.

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

County Attorney Hart said, you've got one.

County Manager Smith said, there was a question.

Commissioner Farrell said, did you have -- Helen had --

Chairman Scott said, there's a question? Discussion.

Commissioner Holmes said, I'd like to -- I'd like to ask a question.

Commissioner Stone said, okay.

Commissioner Holmes said, budget-wise, how would this finance look?

Commissioner Thomas said, yeah.

County Manager Smith said, we don't know because we don't know who might file, so it's really kind of an open-ended up. We don't know.

Commissioner Holmes said, mm-hmm.

County Manager Smith said, it just depends on who may come in. You could have one, you could have 50. We -- we have no idea.

Commissioner Holmes said, okay.

Chairman Scott said, Commissioner Stone.

Commissioner Stone said, thank you, Mr. Chairman. I'm just very concerned about people that are not honest with this. Are we going to be allowing roommates, relatives? I mean anybody can sign an affidavit. I just -- I don't -- I have concerns about what this will mean to the tax payers and -- and -- and -- with the fraud.

County Manager Smith said, well one of the things -- if you had someone that came in as -- as an -- as an employee of Chatham County and they falsify a document, they can be reprimanded, terminated. There's all sorts of action that could be taken.

Chairman Scott said, and -- and dismissed.

County Manager Smith said, and dismissed.

Chairman Scott said, and -- and --

County Manager Smith said, you know, so they're -- they're taking a risk if they lie of losing their job.

Commissioner Stone said, well, I understand --

Chairman Scott said, so if somebody comes forth and -- and sign this affidavit and it's proven to be false, they would probably be terminated.

Commissioner Stone said, I'm -- I understand that but my question is really how do you prove it? I mean they could be living under the same roof and not -- I mean I -- I just -- to me it's -- it's -- it's a little bit broad and a little bit ambiguous, and I'm concerned that it could be misused.

County Manager Smith said, the form is pretty detailed and we would -- if -- if -- if adopted we would want to use something similar. The City of Savannah passed this some time ago, so if we -- if we do this, we would probably use a form very similar. It's very detailed, but, for the most part it's an honor system.

Chairman Scott said, yeah. But --

County Manager Smith said, I mean, you know, you're having to depend on that they are being honest.

Chairman Scott said, -- the other thing, Mr. Manager that when -- if folk apply, what we would do is also attach a statement there outlining the employee policy that already exists --

County Manager Smith said, mm-hmm.

Chairman Scott said, -- that if you lie on this form, you will be subject to discipline, including termination.

County Manager Smith said, correct.

Chairman Scott said, and -- and that instructions will be attached to the form, and so if someone wishes to take those risks to lie for health benefits, so be it, but they will leave themselves open to termination.

County Attorney Hart said, there will also be a requirement that they renew their affidavit on an annual basis and then there can be requests of documentation of verification by the county --

Chairman Scott said, so -- so during the open enrollment period, you would have to re-verify this on an annual basis is what the attorney is saying.

County Manager Smith said, there's various things we could get as a form of documentation --

Chairman Scott said, yeah.

County Manager Smith said, -- to prove that this is the case.

Chairman Scott said, yeah.

County Attorney Hart said, and -- and -- and we've listed about 12 of those on page two of the policy --

Chairman Scott said, okay.

County Attorney Hart said, -- that requires ownership and handling of personal affairs, which you -- you'd certainly have -- not a difficult time in proving that if you are in that relationship, and a very difficult if you're not.

Chairman Scott said, okay. All right. No further discussion, all in favor of the motion -- I recognize the Commissioner from the 5th District, Commissioner Shabazz.

Commissioner Shabazz said, should we look at this as a promotion of same sex marriage?

Chairman Scott said, absolutely not.

County Manager Smith said, it's considered domestic partners. For anyone who, you know, for whatever -- I think it was talked about earlier this morning about common law marriage. It could be recognized for different -- that's just one aspect of it that was brought to us.

Chairman Scott said, and --

Commissioner Shabazz said, all right, but by allow --

County Manager Smith said, yeah, also, opposite sex.

Commissioner Shabazz said, but by allowing individuals to do this, it's encouraging that.

Chairman Scott said, I -- I would -- I would say not because in Georgia there is no law that allows it, and until there is a law or until the courts so speak on this subject, it will have absolutely nothing to do with encouraging same sex marriages. The only -- the only thing if it would -- and I -- I would suggest that this may have -- will probably impact more people of the same sex. I don't know of a large population of personnel within Chatham County, and so I don't -- I don't think it will have a major impact, but I -- I sighted this in --

Commissioner Shabazz said, but then -- then Chairman it's -- it's giving those individuals who are not married --

Chairman Scott said, yes.

Commissioner Shabazz said, -- the conveniences of being married.

Commissioner Farrell said, correct.

Commissioner Thomas said, that --

Chairman Scott said, I -- I --

Commissioner Farrell said, without signing the bottom line.

Chairman Scott said, I don't -- I don't say when you say convenience, it will give them an opportunity to provide whomever they're living with a safety net, which would mean health insurance or be able to will their life insurance to them.

Commissioner Shabazz said, but then there's a -- there's a -- there's a gray area there with that. It's either we're -- we're with same sex marriages or we're not.

Commissioner Center said, Mr. Chairman?

Commissioner Shabazz said, it's either we're with common law or we're not.

Commissioner Center said, well, if I may? One, common law marriage doesn't exist in Georgia anymore. The Supreme Court ruled it out several years ago. One could argue, Commissioner Shabazz, that you are absolutely -- you are -- you are doing the opposite of promoting same sex marriage, because if someone were to come from another state with a valid marriage of the same sex into Georgia, we'd have to recognize it whether we pass it or not, if another state said they were married. So this is -- in a way, you could argue people don't have to get married to enroll their domestic partner, and it would have just the opposite effect of what you're worried about.

Commissioner Shabazz said, I just -- I just don't -- I just don't agree with going along with that if you're -- if that's against what you stand for. We have to have some type of principles here.

Commissioner Center said, well, I -- I understand that. I -- I -- I have a different principle then I would recognize everybody's --

Commissioner Shabazz said, I just asked a question. The -- the question -- the question -- the original question that I asked was is it encouraging same sex marriage?

Commissioner Center said, and I'm saying it could be argued it does just the opposite.

Chairman Scott said, the answer to that -- yeah. I would say the answer to your question is that absolutely no.

Commissioner Thomas said, is what? What -- the answer to his question is what?

Chairman Scott said, was no.

Commissioner Thomas said, no?

Chairman Scott said, is no.

Commissioner Thomas said, no.

Chairman Scott said, it's not encouraging. Okay. Any further discussion? Hearing none, all in favor --

Commissioner Thomas said, before we -- before we --

Chairman Scott said, okay.

Commissioner Thomas said, -- vote, yeah, I have some concerns because of my -- my -- my religious beliefs. I'm -- I'm not sure I'm reading this as you're discussing it. I have no objections to personal preferences, but I don't think that me personally should condone something if I don't believe in something.

Chairman Scott said, what we have before us is an opportunity to allow those who are living together regardless of sex, regardless of race, and if they're willing to sign an affidavit that puts their job in jeopardy if they're not telling the truth, to include those individuals on their health insurance, and on their life insurance. That's --

Commissioner Thomas said, that's all this is?

Chairman Scott said, that's all this does. It doesn't -- it doesn't promote same sex marriages. It doesn't do any of those things. And it's -- it's really -- it's really an -- an ordinance of what I consider passion, and it's not like you're -- you're going to -- the tax payers are going to fund it if they go to the emergency room or if they go to Curtis V. Cooper or any place else, and this is -- this is a -- a debate that people have taken and -- to prevent folk from getting the basic care in terms of health care and turned it into a same sex marriage, which it's not. It has absolutely nothing to do with same sex marriage.

Commissioner Shabazz said, but it's promoting it.

Chairman Scott said, and it's not promoting it. Any further discussion?

Commissioner Farrell said, there is an avenue for employees to bring on other folks onto the health benefits, and it's through a marriage. So I don't see the need to open a Pandora's box of unknowns and ex -- unknown expenses at this point.

Chairman Scott said, okay. No further discussion, all in favor of the motion indicate by voting yes, opposed no.

Commissioner Center said, I -- I -- point of -- I have a question. If I change my vote, can I move to reconsider?

County Attorney Hart said, no. You voted. You voted against [sic] and there's a tie.

Commissioner Center said, but we can bring this up again. It's not prohibited.

Chairman Scott said, it's --

County Attorney Hart said, not in this session you won't.

Commissioner Center said, but we can bring it up in any other future session?

County Attorney Hart said, yeah. At some point in the future you could.

Commissioner Center said, but who has not voted?

Chairman Scott said, the Commissioner from the 5th.

Commissioner Center said, oh.

Chairman Scott said, Commissioner.

Commissioner Shabazz said, well, I just -- I just -- that -- that's hard for me, man. It's hard for me.

Commissioner Center said, can -- can we take -- can we take a couple minute adjournment for him to --

Commissioner Farrell said, (inaudible).

Chairman Scott said, hmm?

Commissioner Center said, can we -- can we take a rest for a couple minutes for him to think about it? Is that permissible?

Commissioner Farrell said, (inaudible).

Chairman Scott said, is what?

Commissioner Center said, can we take a five-minute break while this vote's in the balance? Is that permissible?

Commissioner Thomas said, it might help.

Chairman Scott said, the -- the vote's not closed until I call for it to close, so it's still open. But I see it as a -- a vote of compassion not a vote of same sex marriage.

Commissioner Thomas said, may I ask one more question again, Mr. Chairman?

Chairman Scott said, yes. I recognize our vice Chair from the 8th District.

Commissioner Thomas said, again, I want to make sure I got it right. This only has to do with our present employees?

Chairman Scott said, our county employees.

Commissioner Thomas said, county's employees.

Chairman Scott said, it has nothing to do with the public at large.

Commissioner Thomas said, nothing --

Chairman Scott said, it has nothing to do anybody outside of county government. This is an ordinance that affect our employees.

Commissioner Thomas said, our employees.

Chairman Scott said, our employees who are already on the roll.

County Attorney Hart said, Commissioner Shabazz --

Chairman Scott said, and -- and again, they can only -- they can only put this person on the roll during the open enrollment period, which is next year. So it -- it only affects our employees. It doesn't make a statement to anybody else. It doesn't set policy for anybody else. It has nothing to do with the private sector. This is a -- an employee ordinance. Chatham County employees only.

Commissioner Thomas said, okay.

County Attorney Hart said, Commissioner Shabazz --

Commissioner Thomas said, okay --

County Attorney Hart said, -- not to influence your vote one way or the other, but just to remind you that under the Enabling Act, you -- you're present and you have to vote for all items before you one way or the other.

Commissioner Thomas said, okay. May I change my -- my vote?

Chairman Scott said, yes.

Commissioner Thomas said, it -- it won't change.

Chairman Scott said, clear the machine 'cause Commissioners wants to -- okay. All in favor indicate by voting yes, opposed no.

Commissioner Thomas said, okay. All right.

Chairman Scott said, Commissioner Shabazz. The motion carries.

ACTION OF THE BOARD:

Commissioner Center moved to approve the Chatham County Personnel Ordinance and Chatham County Personnel Procedures to authorize employees on the county's health insurance plan to enroll their same sex or opposite sex domestic partners in the plan, and to amend other provisions consistent with this change. Commissioner Shabazz seconded the motion and the motion failed to carry. Chairman Scott and Commissioners Holmes, Center, and Thomas voted yes. Commissioners Stone, Farrell and Shabazz voted no.

[NOTE: Due to the fact this is an Ordinance Change, a majority vote of the entire Board needs to be had for the ordinance to be adopted. A majority vote was not had, and therefore, the motion did not carry.]

AGENDA ITEM: ~~XI-2~~

AGENDA DATE: ~~January 16, 2015~~

AGENDA ITEM: XII-2

AGENDA DATE: February 13, 2015

TO: Board of Commissioners
THRU: Lee Smith, County Manager
FROM: Leon Davenport, P.E., County Engineer

ISSUE:

Board consideration to amend the Chatham County Personnel Ordinance and Chatham County Personnel Procedures to authorize employees on the County's health insurance plan to enroll their same sex or opposite sex domestic partner in the plan, and to amend other provisions consistent with this change.

BACKGROUND:

Chatham County provides health, dental, and vision insurance to regular full-time and part-time employees. Employees may enroll their spouse and eligible dependents on their health insurance plan. Same sex or opposite sex domestic partners of employees are currently ineligible for enrollment in the plan.

FACTS AND FINDINGS:

1. Chatham County provides a wide range of health and welfare benefits to its employees and eligible family members. Employees are provided Group Health, Dental, and Vision Insurance; Group Life Insurance; Retirement Plan; Deferred Compensation (457) Plan; Flexible Spending Account; Long-Term Disability; paid annual and sick leave; Funeral Leave; 11 Paid Holidays; Longevity Pay; and an Employee Assistance Program. In addition, employees may enroll in 100% employee paid voluntary benefits, including short term disability, cancer insurance, accident insurance, universal life insurance, and critical illness coverage. This broad array of benefits provided to employees serves numerous purposes: (a) they help Chatham County to attract and retain qualified employees; (b) they provide a total compensation package that, along with salary, rewards employees for the work they perform; (c) they provide for the health and well-being of employees and their families; and (d) they recognize the diversity of lifestyles and needs of our employees.
2. Staff has developed an internal Domestic Partnership Procedure to be administered by the Human Resources Department for employees to enroll their same sex or opposite sex domestic partner in their health, dental, or vision insurance plan. The Procedure, which is attached to this Staff Report, requires the employee and his or her domestic partner to complete and submit an Affidavit of Domestic Partnership that attests that they meet the criteria for a domestic partnership, states the terms related to the termination of the domestic partnership, provides for enrollment periods, clarifies the tax treatment of domestic partner benefits to the employee, and states the consequences of falsification of the domestic partnership verification. The Affidavit of Domestic Partnership, which is attached (to the original staff report in the Clerk of Commission's meeting file), requires both parties to the domestic partnership to sign in the presence of a Notary Public that they meet all of the criteria outlined for a domestic partnership.
3. The effect of the Domestic Partnership Procedure on Chatham County's health plan enrollment is expected to be negligible. Aon Hewitt, Chatham County's benefits consultants, has analyzed our enrollment data, and has concluded that the effect of adding domestic partner coverage is expected to result in approximately seven (7) new domestic partner members to the plan. Aon further projects that the expected cost to the County for this enrolment increase will be approximately \$50,000 per year.

4. The Domestic Partnership Policy does not affect the Group Life Insurance Plan, Retirement Plan, Deferred Compensation (457) Plan, Flexible Spending Account, or Long-Term Disability Plan.
5. The change in treatment of domestic partners requires several revisions to the Personnel Ordinance and Personnel Procedures. In the Personnel Ordinance, the Equal Employment Opportunity/Affirmative Action policy is being revised to add "sexual orientation or gender identity" to the categories of protected classes. The "Limitation of Employment of Relatives" policy is being amended to add "domestic partners" to the category of relatives, and the "Health Insurance" policy is being amended to add "domestic partner" to the category of family members that may be added to an employee's health insurance coverage. In the Personnel Procedures, the definition of "Immediate Family" is being amended to add "domestic partner" and to provide more clarity to the reading of the definition. One provision of the Sick Leave procedure is being amended to add the words "domestic partner" and a second provision of the Sick Leave procedure is being amended to clarify that "immediate family" refers to persons living in the same household as the employee.
6. The change in the definition of "Immediate Family" in the Personnel Procedures affects several provisions: The Funeral Leave procedure will allow an employee to use Funeral Leave for the death of a domestic partner and his or her parents; the Donated Leave procedure will allow an employee to use donated leave to care for a seriously ill domestic partner; and the Sick Leave procedure will allow an employee to use accrued sick leave to care for a domestic partner.
7. Numerous governmental agencies in Georgia currently have a Domestic Partnership policy that enables employees to cover their domestic partner on their health plan, including the City of Savannah, Athens-Clark County Unified Government, the City of Atlanta, Fulton County, DeKalb County, City of East Point, City of Doraville, and City of Decatur.

FUNDING:

No additional funding is required.

POLICY ANALYSIS:

The Board has authority to amend the Personnel Ordinance and Procedures Manual. It is the policy of the Board to provide a broad array of benefits to employees and their family members.

ALTERNATIVES:

1. Board consideration to amend the Chatham County Personnel Ordinance and Chatham County Personnel Procedures to authorize employees on the County's health insurance plan to enroll their same sex or opposite sex domestic partner in the plan, and to amend other provisions consistent with this change.
2. Provide staff with other direction.

RECOMMENDATION:

Board consideration.

STATE OF GEORGIA)

COUNTY OF CHATHAM)

CHATHAM COUNTY PERSONNEL ORDINANCE

AN AMENDMENT TO THE CHATHAM COUNTY PERSONNEL ORDINANCE

BE IT ORDAINED by the Chatham County Board of Commissioners as follows:

Section IV-1.0, "EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION" is hereby stricken and a new Section IV-1.0 is adopted and shall read as follows:

It is the policy of Chatham County to provide equal employment opportunities to all persons without regard to race, color, religion, creed, sex, sexual orientation or gender identity, marital status, national origin, age, physical or mental disability, or military service or veterans status. This policy applies to all aspects of the employment relationship including recruitment, hiring, placement, promotion, transfer, demotion, compensation, benefits, training, termination, and all other terms and conditions of employment.

Section IV-5.0, "LIMITATION OF EMPLOYMENT OF RELATIVES" is hereby amended by inserting the words "or domestic partner" after the word "spouse" in both instances where the word "spouse" appears in this Section.

Section VI-8.0, "HEALTH INSURANCE" is hereby stricken and a new Section VI-8.0 is adopted and shall read as follows:

It is the policy of Chatham County to provide group health insurance to its full-time regular and part-time regular employees and County Officials. Employees on the County's group health insurance plan may include their spouse, domestic partner, and dependent children on the plan.

ADOPTED AND APPROVED, this _____ day of February, 2015.

Albert J. Scott, Chairman
Chatham County Commission

Janice E. Bocook, Clerk
Chatham County Commission

STATE OF GEORGIA)

COUNTY OF CHATHAM)

CHATHAM COUNTY PERSONNEL PROCEDURES

AN AMENDMENT TO THE CHATHAM COUNTY PERSONNEL PROCEDURES

BE IT ORDAINED by the Chatham County Board of Commissioners as follows:

Article I, GENERAL PROVISIONS AND DEFINITIONS, Section I-103.22, "Immediate Family," is hereby stricken, and a new Section I-103.22 is adopted and shall read as follows:

I-103.22 **Immediate Family** - spouse or domestic partner, and the mother, father, step-mother, and step-father of these; parents, step-parents, siblings and their spouses, children and their spouses, grandparents and their spouses, grandchildren, or any other relative whom it can be demonstrated is a member of the employee's household.

Article IV, EMPLOYEE BENEFITS, Section IV-105.0, SICK LEAVE, paragraph IV-105.1.d, is hereby amended by inserting the words "domestic partner" after the word "spouse."

Article IV, EMPLOYEE BENEFITS, Section IV-105.0, SICK LEAVE, paragraph IV-105.5 is hereby amended by inserting the words "living in the same household" after the words "immediate family".

ADOPTED AND APPROVED, this _____ day of February, 2015.

Albert J. Scott, Chairman
Chatham County Commission

Janice E. Bocook, Clerk
Chatham County Commission

CHATHAM COUNTY DOMESTIC PARTNERSHIP PROCEDURE FOR HEALTH, DENTAL, AND VISION PLAN COVERAGE

I. COVERAGE

Chatham County employees who are on the County's health, dental, and/or vision plan may enroll their same or opposite sex domestic partner in their plan.

II. DEFINITIONS

A "Domestic Partnership" is a relationship between a current Chatham County employee and one other person of the same or opposite sex as the employee who have a single, dedicated relationship, and intend to remain in the relationship indefinitely. Persons who live together for economic reasons but have not made a commitment to an exclusive enduring relationship as described in this Procedure shall not be considered to be domestic partner.

III. PROCEDURE**A. Affidavit of Domestic Partnership**

An employee may obtain health, dental, and vision benefits for his or her domestic partner by submitting an Affidavit of Domestic Partnership, signed and sworn by the employee and the domestic partner, declaring that the domestic partner relationship meets all of the following criteria:

1. The persons are each other's sole domestic partner and have been in an enduring domestic relationship sharing a residence for not less than six consecutive months prior to the submission of the Affidavit.
2. The persons are eighteen years or older.
3. Neither person is married to anyone under either statutory or common law.
4. The persons are not related by blood closer than would bar marriage under the laws of the state in which they reside.
5. The persons are competent to enter into a legally binding contract.
6. The persons have agreed to be responsible for each other's welfare.

B. Dependent Coverage

An employee may enroll the child(ren) of a domestic partner on his or her health, dental, or vision plan. The child: (1) must meet the eligibility criteria for dependent children under the provisions of the health, dental or vision benefit plans; (2) can be, and is, claimed as a dependent by the employee and/or domestic partner for Federal income tax deduction purposes; and (3) must reside with the employee and his/her domestic partner.

C. Documentation and Verification

Chatham County may require an employee to produce documentary evidence to support the employer's request for insurance coverage for a domestic partner. Evidence to support the request may include, but is not necessarily limited to, the following:

- A. Joint ownership of real property or a common leasehold interest in real property;
- B. Common ownership of an automobile;
- C. Joint bank account;
- D. Evidence of joint liability for a credit card;
- E. A will that designates the other as a primary beneficiary;
- F. A beneficiary designation form for a retirement plan or life insurance signed and completed to the effect that one domestic partner is the beneficiary of the other;
- G. Other documents showing significant joint financial interdependency.

D. Enrollment Period

The enrollment period to add a domestic partner to an employee's benefit plan is 31 days from the initial adoption of this Domestic Partnership, within 31 days of meeting the criteria above for a domestic partnership, upon initial enrollment in the health plan for new employees, or during an open enrollment period.

E. Insurance Premiums

Employees with Employee Only coverage who add a domestic partner to his or her plan will pay the Employee Plus Spouse premium rate. Employees with Employee Plus Child(ren) coverage who add a domestic partner to his or her plan will pay the Employee Plus Family rate. Employees with Employee Only coverage who add a domestic partner and eligible dependent child(ren) will pay the Employee Plus Family rate.

F. Termination of Domestic Partnership and Cessation of Benefits

The employee must notify the Human Resources Department within 30 days after termination of a domestic partnership or when any one of the criteria, with the exception of II.A.5, on the Affidavit of Domestic Partnership can no longer be met. Upon the termination of the domestic partnership or eligibility for domestic partner benefits, the benefits of the domestic partner who is not an employee shall cease. The employee's domestic partner and the domestic partner's dependent children, if any, are not eligible for COBRA benefits upon termination of the domestic partnership or the employee's employment.

G. Falsification of Verification

Any misrepresentation or falsification of information on an Affidavit of Domestic Partnership or any documentation provided as verification of domestic partnership will result in loss of insurance coverage for the domestic partner, may result in the employee being responsible for incurred medical expenses, and may result in disciplinary action against the employee, up to and including dismissal.

IV. Tax Treatment of Domestic Partner Benefits

Under applicable federal income tax law, the value of the benefit(s) provided to an employee for domestic partner coverage is considered taxable income and will be treated and reported as such to the IRS. The value of this coverage will be reflected as imputed income on the employee's pay stub and will be included as taxable wages on the employee's W-2 form.

The value of benefits provided to your domestic partner may be exempted from taxable income if the domestic partner qualifies as a tax dependent under Section 152 of the Internal Revenue Code. To qualify for this exemption, the partner must rely on the employee for more than 50% of his/her support, the employee and domestic partner must reside in the same household, and the domestic partner must be a U.S. citizen, resident or national. Each of these conditions must be met for each taxable year for which the exemption is claimed.

The portion of insurance premiums made for the domestic partner's coverage is made on an after-tax basis. The portion of insurance premiums for the employee's coverage is made on a pre-tax basis.

The parties are encouraged to consult with a tax advisor, regarding the tax consequences of health insurance coverage for the domestic partner.

Effective: January 16, 2015

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XIII. INFORMATION ITEMS

Chairman Scott said, everything else in the packet is informational items.

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.

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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: February 13, 2015

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

ITEM	DEPT.	SOURCE	AMOUNT	FUNDING
Three (3) laptop computers for Sheriff's Dept.	I.C.S.	Dell Marketing, L.P.	\$7,440	General Fund/M&O - Sheriff's Dept.
Two (2) tablet computers for Engineering	I.C.S.	Zones, Inc.	\$3,608	SPLOST (2003-2008) - Administrative Expenses
Two (2) bronze plaques for library projects	Special Projects	Doug Bean Signs, Inc.	\$6,120	SPLOST (2003-2008) - Library
Two (2) hot water control regulators	Detention Center	Savannah Winnelson	\$4,867	General Fund/M&O - Detention Center
Annual preventative maintenance agreement for audio/visual equipment in multiple courtrooms	Court Administrator	Stage Front Presentation Systems	\$5,495	General Fund/M&O - Court Expenditures
Out-of-state prisoner transport	Detention Center	U.S. Prisoner Transport	\$3,138	General Fund/M&O - Detention Center
Maintenance agreement for web design software for I.C.S.	I.C.S.	Dotnetnuke Corporation	\$5,000	General Fund/M&O - I.C.S.
Replace fire sprinkler control valve	Facilities Maintenance and Operations	Champion Fire Protection, Inc.	\$3,840	General Fund/M&O - Facilities Maintenance and Operations
Replacement parts for tub grinder	Public Works and Park Services	Grinder Wear Parts, Inc.	\$2,548	Solid Waste Restricted
Custom print parking tickets with magnetic strip	Facilities Maintenance and Operations	Carolina Time Equipment, Inc.	\$2,784	Parking Garage
Engine and radiator installation on unit #908 - Metro - law enforcement vehicle	Fleet Operations	Fairway Lincoln-Mercury, Inc.	\$5,015	General Fund/M&O - Fleet Operations
Stock electrical bulbs and ballasts	Detention Center	Graybar Electric, Inc.	\$5,197	General Fund/M&O - Detention Center
Ten (10) cases duty ammunition	Sheriff's Dept.	Gulf States Distributors	\$2,690	General Fund/M&O - Sheriff's Dept.
17 office guest chairs	I.C.S.	VIP Printing & Office Supply	\$4,354	General Fund/M&O - I.C.S.
70 heavyweight uniform jackets	Sheriff's Dept.	Gall's, Inc.	\$5,608	General Fund/M&O - Sheriff's Dept.
One (1) law enforcement canine	Sheriff's Dept.	Southern Coast K9, Inc.	\$7,000	Grant Funding
Two (2) laptop computers for Superior Court	I.C.S.	Dell Marketing, L.P.	\$3,228	General Fund/M&O - Court Expenditures
Emergency lighting outfitting for law enforcement vehicle	Sheriff's Dept.	West Chatham Warning Devices, Inc.	\$4,999	General Fund/M&O - Sheriff's Dept.
Mailing of renewals for month of February	Tax Commissioner	World Marketing	\$5,396	General Fund/M&O - Tax Commissioner
One (1) pool pump	Aquatic Center	Southeast Pump & Equipment, Inc.	\$4,086	General Fund/M&O - Aquatic Center
Installation of carpet in Finance	Facilities Maintenance and Operations	McWaters Office Equipment Solutions	\$9,740	CIP - Facilities Maintenance and Operations
Continuation of Green Sponsorship Partnership	Public Works and Park Services	WSAV-Media General	\$9,700	Solid Waste Restricted

ITEM	DEPT.	SOURCE	AMOUNT	FUNDING
Accident repair to unit # 718-Sheriff's Dept. law enforcement vehicle - County at fault	Fleet Operations	Low County Collision	\$3,451	General Fund/M&O - Fleet Operations

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EXECUTIVE SESSION

Chairman Scott said, we will need a motion for an executive session for legal --

County Attorney Hart said, litigation --

Commissioner Center said, personnel.

County Attorney Hart said, litigation and personnel.

Chairman Scott said, litigation and personnel.

Commissioner Center said, I move we adjourn to executive session for the purposes of litigation and personnel.

Chairman Scott said, is there a second?

Commissioner Farrell said, second.

Chairman Scott said, is there a second? Properly moved and second. Any discussion? All in favor indicate by voting yes, opposed no. We're now headed for executive session.

ACTION OF THE BOARD:

Commissioner Center moved to recess to executive session for the purpose of litigation and personnel. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

The Board recessed at approximately 10:57 a.m.

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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 moved to authorize the Chairman to execute an Affidavit that the Executive Session was held in compliance with the Open Meetings Act. Commissioner seconded the motion and it carried unanimously.

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- 2. JEFFREY MASON SETTLEMENT**

ACTION OF THE BOARD:

Commissioner Center moved to approve the settlement of the Jeffrey Mason claim in the amount of \$35,000. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

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3. SNAP TRENDS SETTLEMENT**ACTION OF THE BOARD:**

Commissioner Farrell moved to approve the settlement of the Snap Trends claim in the amount of \$5,000. Commissioner Center seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

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4. WILLIAMS/MORRIS SETTLEMENT**ACTION OF THE BOARD:**

Commissioner Stone moved to approve settlement in the Williams case in the amount of \$5,000 and settlement in the Morris case in the amount of \$6,250. Commissioner Center seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

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5. NOBLE BOYKIN ATTORNEY'S FEES CLAIM**ACTION OF THE BOARD:**

Commissioner Center moved to deny the claim of Noble Boykin of a conflict of interest with regard to the County Attorney's office and the Probate Court Judge. Commissioner Farrell seconded the motion and it carried unanimously. [NOTE: Commissioners Brady and Kicklighter were not present.]

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**6. APPOINTMENTS
JOINT DEVELOPMENT AUTHORITY****ACTION OF THE BOARD:**

Commissioner Center moved to appoint Albert J. Scott and Tripp Tollison to the Joint Development Authority. Commissioner Farrell seconded the motion and it carried unanimously. NOTE: Commissioners Brady and Kicklighter were not present.]

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RECREATION AUTHORITY**ACTION OF THE BOARD:**

Commissioner Farrell moved to re-appoint William T. Daniel, Ken Manglesdorf, Vasilis Varlagas and Edward Derst, to the Recreation Authority provided they have no objection to the re-appointments. Commissioner Shabazz seconded the motion and it carried unanimously. NOTE: Commissioners Brady and Kicklighter were not present.]

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ADJOURNMENT

There being no further business to be brought before the Commissioners, the Chairman declared the meeting adjourned at 12:20 p.m.

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APPROVED: THIS _____ DAY OF FEBRUARY, 2015.

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

JANICE E. BOCOOK, CLERK OF COMMISSION