



*A Golden Past.
A Shining Future.*

SPECIAL CALLED

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Thursday, September 28, 2017

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building

Brunswick, Georgia

*Anyone requiring additional information or disability assistance,
please call the Board of Commissioners Office at 554-7400.*

Present:

Committee Members: P. Murphy R. Strickland

Elected Officials/Staff: D. Austin, J. Breitenbach, K. Downs, L. Gurganus, M. Hardin, V. McClinton, N. Jump, T. Miller, B. Nyers, J. Powell, W. Worley

Press: M. Permar, *The Islander* and T. Cooper, *The Brunswick News*

Others: Jane Christian, Rhonda Diggs, Don Gardner

To view an item's support documentation, click on its [REPORT](#).

- 1) Consider approval of the August 8, 2017 Finance Committee Minutes. (V. McClinton)

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Approve the August 8, 2017 Finance Committee Minutes. [REPORT](#) (FC Vote: 2-0)

- 2) Consider recommending that the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County. (V. McClinton) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners declare the unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County. (FC Vote: 2-0) (V. McClinton) [REPORT](#) Strategic Plan: Financially Responsible Government

- 3) Consider recommending that the Board of Commissioners retire police service dog Ace and allow his handler, Deputy Brian Faulk to adopt him at a purchase price of \$1.00. (N. Jump)

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners retire police service dog Ace and allow his handler, Deputy Brian Faulk to adopt him at a purchase price of \$1.00. (N. Jump) [REPORT](#)

- 4) Consider recommending that the Board of Commissioners approve the Concession License Agreement with Roxanne Thomas for 30 percent of Gross Revenue for operations of concession facilities at Glynn County Recreation athletic events and activities in Brunswick from September 2017 to August 2018, subject to County Attorney's approval. (J. Powell) **Strategic Plan:** Financially Responsible Government, Great Place to Live

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the Concession License Agreement with Roxanne Thomas for 30 percent of Gross Revenue for operations of concession facilities at Glynn County Recreation athletic events and activities in Brunswick from September 2017 to August 2018, subject to County Attorney's approval. (J. Powell)
REPORT Strategic Plan: Financially Responsible Government, Great Place to Live (FC Vote: 2-0)

- 5) Consider recommending that the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY18 that ends 6/30/18 and authorize the chairman to sign the MOU in the best interest of the County. (T. Miller & J. Christian) **Strategic Plan: Great Place to Live**

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the attached Memorandum of Understanding with Social Opportunities & Active Recreation, Inc. (SOAR), issue payment for \$10,000 to Special Olympics of Georgia in support of the local Special Olympics Program for FY18 that ends 6/30/18 and authorize the chairman to sign the MOU in the best interest of the County. (T. Miller & J. Christian) REPORT Strategic Plan: Great Place to Live (FC Vote: 2-0)

- 6) Consider recommending that the Board of Commissioners approve and execute the addendum with Coastal Georgia Area Community Action Authority. (T. Miller) **Strategic Plan: Great Place to Live**

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve and execute the addendum with Coastal Georgia Area Community Action Authority. (T. Miller) REPORT Strategic Plan: Great Place to Live (FC Vote: 2-0)

- 7) Consider recommending that the Board of Commissioners approve the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the contracts of one County Ag Agent, one County Extension Associate, and one Cooperative Extension Coordinator through June 30, 2018 with funding in the amount of \$72,675 to be provided by the FY 18 GA Extension Operating Budget and \$866 by the County Manager's Contingency. (A. Ours) **Strategic Plan: Great Place to Live**

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the personnel contracts with the University System of Georgia's (UGA) Cooperative Extension Office to extend the contracts of one County Ag Agent, one County Extension Associate, and one Cooperative Extension Coordinator through June 30, 2018 with funding in the amount of \$72,675 to be provided by the FY 18 GA Extension Operating Budget and \$866 by the County Manager's Contingency. (A. Ours) REPORT Strategic Plan: Great Place to Live (FC Vote: 2-0)

- 8) Consider recommending that the Board of Commissioners adopt the proposed FY 2018/2019 Budget Calendar as presented by the Budget Team. (T. Miller)

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners adopt the proposed FY 2018/2019 Budget Calendar as presented by the Budget Team. (T. Miller) REPORT (FC Vote: 2-0)

Property Appraisal Items:

- 9) Consider recommending that the Board of Commissioners approve the Real Property and Mobile Home corrections as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, August 17, 2017 meeting, with clarification that this does not approve a tax refund. (R. Glisson)

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the Real Property and Mobile Home corrections as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, August 17, 2017 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) (FC Vote: 2-0)

Budget/Grants:

- 10) Consider recommending that the Board of Commissioners amend the FY18 budget to include the attached list of prior year budgeted items that were not expended or encumbered in FY17. (T. Miller) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners amend the FY18 budget to include the attached list of prior year budgeted items that were not expended or encumbered in FY17. (T. Miller) [REPORT](#) Strategic Plan: Financially Responsible Government (FC Vote: 2-0)

- 11) Consider recommending that the Board of Commissioners amend the FY18 budget to include the attached list of prior year encumbrances that were outstanding at June 30, 2017. (T. Miller) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners amend the FY18 budget to include the attached list of prior year encumbrances that were outstanding at June 30, 2017. (T. Miller) [REPORT](#) Strategic Plan: Financially Responsible Government (FC Vote: 2-0)

- 12) Consider recommending that the Board of Commissioners accept the Georgia Council on Substance Abuse Grant and amend the Glynn County Drug Court's FY18 revenue and expenditure budgets in the amount of \$1,905. (V. McClinton) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners accept the Georgia Council on Substance Abuse Grant and amend the Glynn County Drug Court's FY18 revenue and expenditure budgets in the amount of \$1,905. (V. McClinton) [REPORT](#) Strategic Plan: Financially Responsible Government (FC Vote: 2-0)

- 13) Consider recommending that the Board of Commissioners accept the Target Public Safety Grant and amend the Emergency Management Agency's FY18 revenue and expenditure budgets in the amount of \$1,500. (V. McClinton) **Strategic Plan:** Financially Responsible Government, Safe Community

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners accept the Target Public Safety Grant and amend the Emergency Management Agency's FY18 revenue and expenditure budgets in the amount of \$1,500. (V. McClinton) [REPORT](#) *Strategic Plan: Financially Responsible Government, Safe Community (FC Vote: 2-0)*

Contracts/Bids:

- 14) Consider recommending that the Board of Commissioners award the bid for the BATS MPO program administration and coordination to the lowest responsive responsible bidder, RS&H Inc., Jacksonville, FL, in the amount of \$49,700 with funding to be provided by the FY18 Community Development Operating Budget. (P. Thompson) ***Strategic Plan: Financially Responsible Government***

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners award the bid for the BATS MPO program administration and coordination to the lowest responsive responsible bidder, RS&H Inc., Jacksonville, FL, in the amount of \$49,700 with funding to be provided by the FY18 Community Development Operating Budget. (P. Thompson) [REPORT](#) *Strategic Plan: Financially Responsible Government (FC Vote: 2-0)*

- 15) Consider recommending that the Board of Commissioners approve the issuance of a Purchase Order for an ambulance to Frazier LTD, using through the HGACBuy Contract through Texas, in the amount of \$249,925 with funding to be provided by the FY18 Capital Projects Fund. (N. Mann) ***Strategic Plan: Financially Responsible Government, Safe Community***

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the issuance of a Purchase Order for an ambulance to Frazier LTD, using through the HGACBuy Contract through Texas, in the amount of \$249,925 with funding to be provided by the FY18 Capital Projects Fund. (N. Mann) [REPORT](#) *Strategic Plan: Financially Responsible Government, Safe Community (FC Vote: 2-0)*

- 16) Consider recommending that the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$13,135 with funding to be provided by the FY18 EMS Operating Budget. (N. Mann) ***Strategic Plan: Financially Responsible Government, Safe Community***

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the Support Agreement with Stryker® in the amount of \$13,135 with funding to be provided by the FY18 EMS Operating Budget. (N. Mann) [REPORT](#) *Strategic Plan: Financially Responsible Government, Safe Community (FC Vote: 2-0)*

- 17) Consider recommending that the Board of Commissioners approve the MOA for acquisition of the LiDAR data from Coastal Regional Commission in the amount of \$55,220 with funding in the amount of \$55,000 to be provided by the FY18 Capital Projects Fund, \$20,000 budgeted for LiDAR and \$35,000 in savings from the Aerial Photography Project and \$220 transfer from the FY18 GIS Operating Budget in General Fund. (R. Nyers) ***Strategic Plan: Financially Responsible Government, Safe Community, Planned and Managed Growth***

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the MOA for acquisition of the LiDAR data from Coastal Regional Commission in the amount of \$55,220 with funding in the amount of \$55,000 to be provided by the FY18 Capital Projects Fund, \$20,000 budgeted for LiDAR and \$35,000 in savings from the Aerial Photography Project and

\$220 transfer from the FY18 GIS Operating Budget in General Fund. (R. Nyers) [REPORT](#) Strategic Plan: Financially Responsible Government, Safe Community, Planned and Managed Growth (FC Vote: 2-0)

- 18) Consider recommending that the Board of Commissioners approve the issuance of a purchase order for the Traffic Signal at Canal Road and Old Jesup Road Project materials to Temple Inc., Decatur, AL, using State Contract, in the amount \$38,245.21, with funding to be provided by the FY18 Capital Projects Fund. (D. Austin) **Strategic Plan:** Financially Responsible Government, Great Place to Live

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the issuance of a purchase order for the Traffic Signal at Canal Road and Old Jesup Road Project materials to Temple Inc., Decatur, AL, using State Contract, in the amount \$38,245.21, with funding to be provided by the FY18 Capital Projects Fund. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government, Great Place to Live (FC Vote: 2-0)

- 19) Consider recommending that the Board of Commissioners pay the applicant, Coastal Georgia RV Storage Park, the cost of the larger drainage system (Southport Parkway) in the amount of \$24,500, pending County Attorney approval of the proposed drainage easement, with funding to be provided by the FY18 Public Works Operating Budget. (D. Austin) **Strategic Plan:** Financially Responsible Government; Great Place to Live

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners pay the applicant, Coastal Georgia RV Storage Park, the cost of the larger drainage system (Southport Parkway) in the amount of \$24,500, pending County Attorney approval of the proposed drainage easement, with funding to be provided by the FY18 Public Works Operating Budget. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government; Great Place to Live (FC Vote: 2-0)

- 20) Consider recommending that the Board of Commissioners approve the transfer from Keep Golden Isles Beautiful to Glynn County the in-hand \$9,000 for said tree purchase/planting, with the additional \$1,000 to be paid upon our receipt of the amount from Keep America Beautiful at project completion and final report submission with funding to be provided by the Anheuser-Busch/Keep America Beautiful tree restoration grant for the purpose of replanting public space trees lost to Hurricane Matthew and increase the FY18 Public Works Operating Budget revenues and expenditures in amount of \$10,000. (D. Austin) **Strategic Plan:** Financially Responsible Government, Great Place to Live

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the transfer from Keep Golden Isles Beautiful to Glynn County the in-hand \$9,000 for said tree purchase/planting, with the additional \$1,000 to be paid upon our receipt of the amount from Keep America Beautiful at project completion and final report submission with funding to be provided by the Anheuser-Busch/Keep America Beautiful tree restoration grant for the purpose of replanting public space trees lost to Hurricane Matthew and increase the FY18 Public Works Operating Budget revenues and expenditures in amount of \$10,000. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government, Great Place to Live (FC Vote: 2-0)

- 21) Consider recommending that the Board of Commissioners approve the bid for Security Walls in Probate Court to the lowest bidder, Dogwood Construction Group, Inc., Jesup, GA, in the amount of \$24,990 with funding to be provided by the County Manager's Contingency fund. (D. Austin) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the bid for Security Walls in Probate Court to the lowest bidder, Dogwood Construction Group, Inc., Jesup, GA, in the amount of \$24,990 with funding to be provided by the County Manager's Contingency fund. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government (FC Vote: 2-0)

- 22) Consider recommending that the Board of Commissioners approve the issuance of a Purchase Order for the Total Station Survey Package Including Equipment and Software to sole bidder, Georgia Surveyors Exchange, Savannah, GA, in the amount of \$28,054 with funding to be provided by the FY18 Capital Projects Fund Budget. (D. Austin) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners approve the issuance of a Purchase Order for the Total Station Survey Package Including Equipment and Software to sole bidder, Georgia Surveyors Exchange, Savannah, GA, in the amount of \$28,054 with funding to be provided by the FY18 Capital Projects Fund Budget. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government (FC Vote: 2-0)

- 23) Consider recommending that the Board of Commissioners award a contract for A& E services for the Veteran's Memorial Park Project to Tunnell Spangler Walsh & Associates d/b/a TSW, Atlanta, GA, in the amount of \$ 126,050 with funding to be provided by SPLOST 2016. (D. Austin) **Strategic Plan:** Financially Responsible Government

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners award a contract for A& E services for the Veteran's Memorial Park Project to Tunnell Spangler Walsh & Associates d/b/a TSW, Atlanta, GA, in the amount of \$ 126,050 with funding to be provided by SPLOST 2016. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government (FC Vote: 2-0)

- 24) Consider recommending that the Board of Commissioners award a contract for the A&E Services for the Animal Control Facility to Ussery-Rule Architects of St. Simons Island, GA, in the amount of \$172,000 with funding to be provided by the SPLOST 2016. (D. Austin) **Strategic Plan:** Financially Responsible Government, Great Place to Live

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend deferring that the Board of Commissioners award a contract for the A&E Services for the Animal Control Facility to Ussery-Rule Architects of St. Simons Island, GA, in the amount of \$172,000 with funding to be provided by the SPLOST 2016. (D. Austin) [REPORT](#) Strategic Plan: Financially Responsible Government, Great Place to Live (FC Vote: 2-0)

- 25) Consider recommending that the Board of Commissioners
- a) Rescind the August 17, 2017 action to authorize the issuance of a purchase order to Akins Ford Dodge Jeep Chrysler of Winder, GA, in the amount of \$420,298.20 for the purchase of eighteen (18) Dodge Charger V6 Pursuit Vehicles using state contract pricing, with funding to be provided by the FY18 Capital Projects Fund; and
 - b) authorize the issuance of a Purchase Order to Akins Ford Dodge Jeep Chrysler of Winder, GA, in the amount of \$407,638.75 for the purchase of seventeen (17) V8 Dodge Charger Pursuit Vehicles using state contract pricing with funding to be provided by the FY18 Capital Projects Fund. (J. Powell) **Strategic Plan:** Financially Responsible Government, Safe Community

The following motion made by Commissioner Murphy and seconded by Commissioner Strickland passed unanimously.

Recommend that the Board of Commissioners

- a) **Rescind the August 17, 2017 action to authorize the issuance of a purchase order to Akins Ford Dodge Jeep Chrysler of Winder, GA, in the amount of \$420,298.20 for the purchase of eighteen (18) Dodge Charger V6 Pursuit Vehicles using state contract pricing, with funding to be provided by the FY18 Capital Projects Fund; and**
- b) **authorize the issuance of a Purchase Order to Akins Ford Dodge Jeep Chrysler of Winder, GA, in the amount of \$407,638.75 for the purchase of seventeen (17) V8 Dodge Charger Pursuit Vehicles using state contract pricing with funding to be provided by the FY18 Capital Projects Fund. (J. Powell) [REPORT](#) Strategic Plan: Financially Responsible Government, Safe Community (FC Vote: 2-0)**

Other Items

- 26) Request that the Chairman identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.
 - a) **Items # 2- 23 and #25 will be placed on the Board of Commissioners' Consent Agenda.**
 - b) **Item #24 was deferred to the full Board of Commissioners.**
 - c) **Item #1 will not be forwarded to the Board of Commissioners' Agenda.**