



A Golden Past.
A Shining Future.

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

W. Harold Pate Courthouse Annex, 2nd Floor Meeting Room 224

3:00 PM, Tuesday, January 25, 2022

Present:

Committee Members: A. Booker, W. Neal (online, technical issues, could not vote), and W. Rafolski

Elected Officials/Staff: P. Andrews, D. Austin, L. Bunkley, I. Carter, D. Bragdon, J. Chapman, C. Dunn, J.

Dunnagan, L. Gurganus, J. Hagen, J. Manning, G. Mullis, T. Munson (online), A. Sapp, M. Stewart, Y. Ward, and W. Worley

Others: None

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

1. Consider accepting the agenda as is (or to add items / defer items if needed).

Accepted the agenda as is (or to add items / defer items if needed). (J. Dunnagan) FC Vote: 2-0

2. Consider approving the December 14, 2021 Finance Committee Minutes.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Approved the December 14, 2021 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 2-0

3. Consider recommending the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03595 in the total amount of Twelve Thousand One Hundred Twenty-Three and 00/100 dollars (\$12,123.00) to R. Michael Patrick, Attorney at Law, on behalf of Sharon Miller & Hershell Thomas.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners authorize payment of the excess tax proceeds from the tax sales of parcel number 01-03595 in the total amount of Twelve Thousand One Hundred Twenty-Three and 00/100 dollars (\$12,123.00) to R. Michael Patrick, Attorney at Law, on behalf of Sharon Miller & Hershell Thomas. (C. Provano)

[REPORT](#) FC Vote: 2-0

4. Consider recommending the Board of Commissioners **approve or deny** a request from the Brunswick-Golden Isles Chamber of Commerce to use Gascoigne Bluff Park from 12pm Friday, April 22, 2022 to 12pm Sunday, April 24, 2022 at no cost for the Chamber Experience event, contingent upon Police Department approval of a Public Conduct Permit.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners *approve* a request from the Brunswick-Golden Isles Chamber of Commerce to use Gascoigne Bluff Park from 12pm Friday, April 22, 2022 to 12pm Sunday, April 24, 2022 at no cost for the Chamber Experience event, contingent upon Police Department approval of a Public Conduct Permit. (L. Gurganus) [REPORT](#) FC Vote: 2-0

5. *Consider recommending 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.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend 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. (D. Austin) [REPORT](#) FC Vote: 2-0

6. *Consider recommending the Board of Commissioners accept a donation in memory of Chief Carl Alexander in the amount of \$15,000 and increase the Police Department's FY22 revenue and expenditures budget in said amount.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners accept a donation in memory of Chief Carl Alexander in the amount of \$15,000 and increase the Police Department's FY22 revenue and expenditures budget in said amount. (J. Battiste) [REPORT](#) FC Vote: 2-0

7. *Consider recommending the Board of Commissioners **approve or deny** a request from Ann N. Curtis the waive penalties, interest, and fees for delinquent property taxes in the amount of \$3,235.80 on Parcel #03-13639 that were accrued before her ownership.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners *deny* a request from Ann N. Curtis the waive penalties, interest, and fees for delinquent property taxes in the amount of \$3,235.80 on Parcel #03-13639 that were accrued before her ownership. (J. Chapman) [REPORT](#) FC Vote: 2-0

8. *Consider recommending the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, December 16, 2021 meeting, with clarification that this does not approve a tax refund.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve the Real and Personal Property corrections and exemptions as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, December 16, 2021 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 2-0

9. Consider recommending the Board of Commissioners accept the FY22 Summer Reading Program grant and authorize a revenue and expenditure increase in the amount of \$1,500 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners accept the FY22 Summer Reading Program grant and authorize a revenue and expenditure increase in the amount of \$1,500 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) [REPORT](#) FC Vote: 2-0

10. Consider recommending the Board of Commissioners adopt the Resolution to amend the FY21/22 Budget.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners adopt the Resolution to amend the FY21/22 Budget. (J. Dunnagan) [REPORT](#) FC Vote: 2-0

11. Consider recommending the Board of Commissioners approve the Concession Agreement with Golden Isles Carriage and Trail at Three Oaks Farm, LLC to offer horseback riding services at Blythe Island Regional Park.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve the Concession Agreement with Golden Isles Carriage and Trail at Three Oaks Farm, LLC to offer horseback riding services at Blythe Island Regional Park. (L. Gurganus) [REPORT](#) FC Vote: 2-0

12. Consider recommending the Board of Commissioners authorize County personnel to initiate the process to develop specifications/scope of work and issue Invitations for Bids to repair and resurface the Selden Park tennis courts with District 5 capital allocation as the intended funding source.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners authorize County personnel to initiate the process to develop specifications/scope of work and issue Invitations for Bids to repair and resurface the Selden Park tennis courts with District 5 capital allocation as the intended funding source. (L. Gurganus) [REPORT](#) FC Vote: 2-0

13. Consider recommending the Board of Commissioners issue a purchase order to Miracle Recreation Equipment Company using the Sourcwell competitive contract purchasing program in the amount of \$62,192.56 to purchase new playground equipment at Turtle River Park with funding to be provided by the District 1 capital allocation.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners issue a purchase order to Miracle Recreation Equipment Company using the Sourcwell competitive contract purchasing program in the amount of \$62,192.56 to purchase new playground equipment at Turtle River Park with funding to be provided by the District 1 capital allocation. (L. Gurganus) [REPORT](#) FC Vote: 2-0

14. Consider recommending the Board of Commissioners rescind the Memorandum of Understanding with SSI Athletic Association, Inc. approved by the Board of Commissioners on June 17, 2021 for renovations to Mallery Park.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners rescind the Memorandum of Understanding with SSI Athletic Association Inc. approved by the Board of Commissioners on June 17, 2021 for renovations to Mallery Park. (L. Gurganus) [REPORT](#) FC Vote: 2-0

15. Consider recommending the Board of Commissioners approve the contract with Tyler Technologies for the new iasWorld Tax and CAMA system for a total of \$2,792,391 with the FY22 funding in the amount of \$149,836 to be provided by the FY22 Information Technology Capital Budget.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve the contract with Tyler Technologies for the new iasWorld Tax and CAMA system for a total of \$2,792,391 with the FY22 funding in the amount of \$149,836 to be provided by the FY22 Information Technology Capital Budget. (D. Bragdon) [REPORT](#) FC Vote: 2-0

16. Consider recommending the Board of Commissioners approve the Second Amendment to the Software as a Service Agreement with Tyler Technologies for the Odyssey eNotification in the amount of \$8,380 with funding to be provided by the FY22 Information Technology Capital Budget.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve the Second Amendment to the Software as a Service Agreement with Tyler Technologies for the Odyssey eNotification in the amount of \$8,380 with funding to be provided by the FY22 Information Technology Capital Budget. (D. Bragdon) [REPORT](#) FC Vote: 2-0

17. Consider recommending the Board of Commissioners approve Public Works staff to purchase \$40,000 in supplies and materials for crews to improve the drainage system in Trawler Court in River Ridge Subdivision with funds provided by Capital fund allocation for At-Large Post #2.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve Public Works staff to purchase \$40,000 in supplies and materials for crews to improve the drainage system in Trawler Court in River Ridge Subdivision with funds provided by Capital fund allocation for At-Large Post #2. (D. Austin) [REPORT](#) FC Vote: 2-0

18. Consider recommending the Board of Commissioners approve the Coquina Drainage Improvements for drainage basing calculations, permitting, design and construction bidding with funding to be provided by the American Rescue Plan Act.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve the Coquina Drainage Improvements for drainage basing calculations, permitting, design and construction bidding with funding to be provided by the American Rescue Plan Act. (D. Austin) [REPORT](#) FC Vote: 2-0

19. *Consider recommending the Board of Commissioners approve a contract for sidewalk repair services with the “Single Source Provider”, Georgia Safe Sidewalks, Lawrenceville, GA, in the amount of \$28,240 with funding to be provided by the Public Works FY22 Operating Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve a contract for sidewalk repair services with the “Single Source Provider”, Georgia Safe Sidewalks, Lawrenceville, GA, in the amount of \$28,240 with funding to be provided by the Public Works FY22 Operating Budget. (D. Austin) [REPORT](#) FC Vote: 2-0

20. *Consider recommending the Board of Commissioners exercise fourth year option to Intercontinental Commercial Services, Inc., Suwanee, GA, for county buildings custodial services with the two additional change orders for a total contract cost of \$342,808 with funding to be provided by the FY22 and FY23 Facilities Maintenance Operating Budgets.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners exercise fourth year option to Intercontinental Commercial Services, Inc., Suwanee, GA, for county buildings custodial services with the two additional change orders for a total contract cost of \$342,808 with funding to be provided by the FY22 and FY23 Facilities Maintenance Operating Budgets. (D. Austin) [REPORT](#) FC Vote: 2-0

21. *Consider recommending the Board of Commissioners approve an increase to the lawn maintenance and landscaping contract with Creative Landscapes by \$700 a month and approve an increase to the pest control contract with Knox Pest Control by \$250 a month with funding to be provided by the FY22 Public Works Operating Budget.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve an increase to the lawn maintenance and landscaping contract with Creative Landscapes by \$700 a month and approve an increase to the pest control contract with Knox Pest Control by \$25 a month with funding to be provided by the FY22 Public Works Operating Budget. (D. Austin) [REPORT](#) FC Vote: 2-0

22. *Consider recommending the Board of Commissioners approve to award the Public Safety Building construction renovation project to expand the evidence room on the second floor to Sapelo Building Solutions, INC of Brunswick, Georgia in the amount of \$87,500 with funding to be provided by the Capital fund allocation for At-Large Post #1.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve to award the Public Safety Building construction renovation project to expand the evidence room on the second floor to Sapelo Building Solutions, INC of Brunswick, Georgia in the amount of \$87,500 with funding to be provided by the Capital fund allocation for At-Large Post #1. (D. Austin) [REPORT](#) FC Vote: 2-0

23. Consider recommending the Board of Commissioners award the contract to GWES, LLC for the Somersby Points roadway and drainage improvement project design in the amount of \$69,300 with funding to be provided by the American Rescue Plan Act.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners award the contract to GWES, LLC for the Somersby Points roadway and drainage improvement project design in the amount of \$69,300 with funding to be provided by the American Rescue Plan Act. (D. Austin) [REPORT](#) FC Vote: 2-0

24. Consider recommending the Board of Commissioners approve Change Order #4 for the Canal Road Widening Project Contract with EMC Engineering in the amount of \$44,000 and authorize an additional \$1,000 to EMC Engineering for appraisal update with funding to be provided by SPLOST 2016.

The following motion made by Commissioner Rafolski and seconded by Commissioner Booker passed unanimously.

Recommend the Board of Commissioners approve Change Order #4 for the Canal Road Widening Project Contract with EMC Engineering in the amount of \$44,000 and authorize an additional \$1,000 to EMC Engineering for appraisal update with funding to be provided by SPLOST 2016. (P. Thompson) [REPORT](#) FC Vote: 2-0

25. Request that the Chairman identify the Finance Committee items which should be included as consent items in the Commission's Meeting Agenda.

**Items #3-24 will be placed on the Board of Commissioners' February 3, 2022 consent Agenda.
Items #1-2 and #25-26 will not be forwarded to the Board of Commissioners Agenda.**

26. Receive 2022 Finance Committee Meeting Schedule. [REPORT](#)