



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

2:00 pm, Tuesday, April 12, 2016

Third Floor Conference Room

W. Harold Pate Courthouse Annex Building
Brunswick, Georgia

Present:

Committee Members: *B. Coleman, D. Provenzano, and J.R. Stambaugh*

Elected Officials/Staff: *D. Austin, J. Breland, D. Bragdon, J. Catron, K. Downs, N. Jump, C. Kinstle, D. Hainley, M. Herndon, R. Glisson, V. McClinton T. Miller, G. Mullis, A. Ours, C. Overstreet, J. Powell, R. Thomas, D. Strickland, D. West, and D. Waters, W. Worley*

Press: *The Islander*

Other: *C. Fendig*

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

A motion was made by Commissioner Stambaugh and seconded by Commissioner Coleman to add item numbers 45-47 to the published agenda. The motion passed unanimously. **(Vote: 3-0)**

45) Consider recommending that the Board of Commissioners accept the settlement offer for Police Department Unit 2574, a Ford Fusion in the amount of \$8,779.16.

46) Consider recommending that the Board of Commissioners accept the grant from the Petco Foundation and increase the Animal Control's FY16 revenue and expenditures budget by \$25,000 each.

47) Consider recommending that the Board of Commissioners approve an increase of the purchase order at the Maritime Center Historic Coast Guard Station Remodel in the amount of \$13,350 with funding to be provided by Capital Projects Fund fund balance.

1) Consider approval of the March 9, 2016 Finance Committee Minutes.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Approved the March 9, 2016 Finance Committee Minutes. (T. Miller) 5 pages [REPORT](#) (Vote: 3-0)

2) Consider recommending that the Board of Commissioners approve the amendments to the Vehicle Assignment & Use Policy - Travel Allowance to include positions that have been authorized by the County Manager.

Ms. Miller presented this item. She confirmed that these employees will not have a county vehicle and that these amounts will be included in the budget.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the amendments to the Vehicle Assignment & Use Policy - Travel Allowance to include positions that have been authorized by the County Manager. (V. McClinton) 3 pages [REPORT](#) (Vote: 3-0)

- 3) Consider recommending that the Board of Commissioners declare certain unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County.

Ms. Miller presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners declare certain unusable items listed on the attached page as surplus and approve disposing of these items in the best interest of the County. (T. Miller) 2 pages [REPORT](#) (Vote: 3-0)

- 4) Consider recommending that the Board of Commissioners authorize the Recreation Department to advertise and solicit quotes for a concession vendor at Blythe Island Regional Park with a minimum bid amount of \$1,000 for the period of May 1, 2016 through September 30, 2016.

Mr. Powell presented this item. The mobile unit will have food and drinks. Nothing is there now. It will run the months of May through September and the concession will be modeled after Massengale Park. After one year of operation of the concession stand Recreation staff will review and determine if dates will have to be adjusted or if contract amounts and specifics are appropriate. Staff's goal is to maximize the facility and to generate revenue for the park.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize the Recreation Department to advertise and solicit quotes for a concession vendor at Blythe Island Regional Park with a minimum bid amount of \$1,000 for the base year and 2 option years and a financial review at the end of year one the period of May 1, 2016 through September 30, 2016. (M. Herndon) 1 page [REPORT](#) (Vote: 3-0)

- 5) Consider recommending that the Board of Commissioners authorize the Finance Department to advertise a public hearing to increase the ATM per transaction surcharge from \$2.50 to \$3.00 and to increase the FY16 ATM Operating Budget revenue and expenditures in the amount of \$3,000.

Ms. Miller presented this item. Ms. Miller stated that this increase was in line with the surcharge amounts assessed by the downtown banks.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners authorize the Finance Department to advertise a public hearing to increase the ATM per transaction surcharge from \$2.50 to \$3.00 and to increase the FY16 ATM Operating Budget revenue and expenditures in the amount of \$3,000. (V. McClinton) 4 pages [REPORT](#) (Vote: 3-0)

- 6) Consider recommending that the Board of Commissioners authorize the Recreation Department to advertise a public hearing to establish a fee and begin rental of the Ballard Gym for athletic events and activities.

Mr. Powell presented this item. Staff would like to rent the gym for a fee. It will be open for rental daily. A daily rental is 6 hours. Patrons will be charged \$25 per hour for hours in excess of the original 6. No additional County resources will be necessary.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize the Recreation Department to advertise a public hearing to establish a fee and begin rental of the Ballard Gym for athletic events and activities. (M. Herndon) 1 page [REPORT](#) (Vote: 3-0)

- 7) Consider recommending that the Board of Commissioners authorize the Recreation Department to advertise a public hearing to establish new fees at Blythe Island Regional Park.

Mr. Powell presented this item. Staff would like to create a primitive camp site. Based upon their research there is a demand for this type of campsite. Staff resources will be used to prepare this area (clearing the area, signage etc.).

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize the Recreation Department to advertise a public hearing to establish new fees at Blythe Island Regional Park. (M. Herndon) 2 pages [REPORT](#) (Vote: 3-0)

- 8) Consider recommending that the Board of Commissioners retire Police Service Dog Edy and allow his previous handler, Ofc Chris Hatcher to adopt him at a purchase of \$1.00 with the condition that he has PSD Edy neutered within 60 days of adoption and allow the police department to replace PSD Edy and increase the police department's FY 15/16 revenue and expenditure budget by \$11,000 with funding to be provided by the Police Seizure Fund fund balance.

Chief Doering presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners retire Police Service Dog Edy and allow his previous handler, Ofc Chris Hatcher to adopt him at a purchase of \$1.00 with the condition that he has PSD Edy neutered within 60 days of adoption and allow the police department to replace PSD Edy and increase the police department's FY 15/16 revenue and expenditure budget by \$11,000 with funding to be provided by the Police Seizure Fund fund balance. (M. Doering) 2 pages [REPORT](#) (Vote: 3-0)

- 9) Consider recommending that the Board of Commissioners accept the settlement offer for Public Works unit 2746, a Ford F-150 in the amount of \$23,717.25, increase the revenue and expenditure budgets in the Capital Project Fund in the amount of \$23,717 and authorize the purchase of a replacement Chevrolet 1500 Silverado pickup truck.

Ms. Strickland presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners accept the settlement offer for Public Works unit 2746, a Ford F-150 in the amount of \$23,717.25, increase the revenue and expenditure budgets in the Capital Project Fund in the amount of \$23,717 and authorize the purchase of a replacement Chevrolet 1500 Silverado pickup truck. (K. Strickland) 1 pages [REPORT](#) (Vote: 3-0)

- 10) Consider recommending that the Board of Commissioners authorize the write-off of uncollectible receivables for disallowed grant expenditures and increase the budget for Bad Debt Expense with funding to be provided by the County Manager's Contingency in the amount of \$3,651.

Ms. Miller presented this item Ms. Miller stated that these receivables resulted from old grant expenditures that were disallowed.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize the write-off of uncollectible receivables for disallowed grant expenditures and increase the budget for Bad Debt Expense with funding to be provided by the County Manager's Contingency in the amount of \$3,651. (T. Miller) 1 page [REPORT](#) (Vote: 3-0)

Property Appraisal Office

- 11) Consider recommending that the Board of Commissioners approve the corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, October 15, 2015 meeting with clarification that this does not approve a tax refund.

Mr. Glisson presented this item.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, October 15, 2015 meeting with clarification that this does not approve a tax refund. (R. Glisson) 3 pages [REPORT](#) (Vote: 3-0)

- 12) Consider recommending that the Board of Commissioners approve the Personal Property corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 18, 2016 meeting with clarification that this does not approve a tax refund.

Mr. Glisson presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the Personal Property corrections to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, February 18, 2016 meeting with clarification that this does not approve a tax refund. (R. Glisson) 4 pages [REPORT](#) (Vote: 3-0)

- 13) Consider recommending that the Board of Commissioners approve the Personal Property corrections and Pre-Billed Mobile to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, March 3, 2016 meeting with clarification that this does not approve a tax refund.

Mr. Glisson presented this item.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the Personal Property corrections and Pre-Billed Mobile to the digest as recommended by the Board of Assessors and the Chief Appraiser at their Thursday, March 3, 2016 meeting with clarification that this does not approve a tax refund. (R. Glisson) 5 pages [REPORT](#) (Vote: 3-0)

Budget/Grants

- 14) Consider recommending that the Board of Commissioners increase the Board of Elections FY16 revenue budget in the amount of \$32,000 and expenditure budget in the amount of \$45,000 with funding in the amount of \$13,000 to be provided by General Fund fund balance.

This item was deferred to the May Finance Committee. No one was present from the Board of Elections.

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

Defer to the next Finance Committee consideration to increase the Board of Elections FY16 revenue budget in the amount of \$32,000 and expenditure budget in the amount of \$45,000 with funding in the amount of \$13,000 to be provided by General Fund fund balance. (T. Edwards) 20 pages [REPORT](#) (Vote: 3-0)

- 15) Consider recommending that the Board of Commissioners authorize a revenue and expenditure increase in the amount of \$7,024 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service.

Ms. Mullis presented this item. The Georgia Public Library Service received extra money therefore they have increased the System Service Grant allocation to the various libraries. As a result Glynn County's allocation increased. The Funds will be used to purchase books, replacing public technology.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners authorize a revenue and expenditure increase in the amount of \$7,024 for the Marshes of Glynn Libraries with the funding to be provided by the Georgia Public Library Service. (G. Mullis) 3 pages [REPORT](#) (Vote: 3-0)

- 16) Consider recommending that the Board of Commissioners establish the FY16 Capital Projects Fund – Bond budget by increasing expenditures in the amount of \$15,023,249 for the Series 2015A&B bonds (QECB Energy and Airport) with funding to be provided by Capital Projects Fund – Bond fund balance.

Ms. Miller presented this item. The bond proceeds were received in FY 15 but the related expenditures occurred in FY 16; therefore an amount must be budgeted in FY 16 to cover the cost of each project.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners establish the FY16 Capital Projects Fund – Bond budget by increasing expenditures in the amount of \$15,023,249 for the Series 2015A&B bonds (QECB Energy and Airport) with funding to be provided by Capital Projects Fund – Bond fund balance. (T. Miller) 1 page [REPORT](#) (Vote: 3-0)

- 17) Consider recommending that the Board of Commissioners accept the grant funded by the Georgia Recreation and Park Association for the Glynn Kids Running Club and amend the Recreation Department FY16 Budget revenue and expenditures budget by \$1,000.

Mr. Powell presented this item. Commissioner Stambaugh asked Mr. Powell how much it costs to run the program. Mr. Powell stated that the program would be run by 1 staff and a host of volunteers. Commissioner Stambaugh expressed concern about the cost of the program outweighing the funds that we would receive.

The following motion made by Commissioner Coleman and seconded by Commissioner Provenzano passed.

Recommend that the Board of Commissioners accept the grant funded by the Georgia Recreation and Park Association for the Glynn Kids Running Club and amend the Recreation Department FY16 Budget revenue and expenditures budget by \$1,000. (M. Herndon) 6 pages [REPORT](#) (Vote: 2-1)

- 18) Consider recommending that the Board of Commissioners accept the grant from the Hello Goodbye Outreach Program and increase the Parks and Recreation FY16 athletic program revenue and expenditures budget by \$2,000 each.

Mr. Powell presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners accept the grant from the Hello Goodbuy Outreach Program and increase the Parks and Recreation FY16 athletic program revenue and expenditures budget by \$2,000 each. (T. Miller) 2 pages [REPORT](#) (Vote: 3-0)

19) Consider recommending that the Board of Commissioners approve the FY 2017 KidsNet Glynn grant application and associated documents from the Georgia Department of Human Resources Division of Family and Children Services.

Ms. Miller presented this item. She stated that this is a request to submit the grant and is a continuation from a prior year's grant.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the FY 2017 KidsNet Glynn grant application and associated documents from the Georgia Department of Human Resources Division of Family and Children Services. (T. Miller) 4 pages [REPORT](#) (Vote: 3-0)

20) Consider recommending that the Board of Commissioners approve the submittal of a letter of interest to the Georgia Department of Economic Development to officially request a Tourism Product Development Resource Team.

Ms. Miller presented this item. By preparing this letter of interest the County will officially request a Tourism Product Development Team and subsequently be eligible to apply for a grant to receive technical assistance through the Georgia Department of Economic Development. If approved, a Product Development Resource Team will assist the County in identifying viable and sustainable tourism projects in Glynn County with a central focus on African American Heritage.

Once the team analysis is complete the County may apply for grants up to \$ 5,000. Grants require a 50% match of County Funds.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the submittal of a letter of interest to the Georgia Department of Economic Development to officially request a Tourism Product Development Resource Team. (T. Miller) 20 pages [REPORT](#) (Vote: 3-0)

21) Consider recommending that the Board of Commissioners amend the FY16 Detention Center budget for Medical services in the amount of \$233,040 and Pharmacy in the amount of \$144,450 with funding to be provided by the General Fund fund balance.

Ms. Miller and Sheriff Jump presented this item. The Sheriff's Office has used up all budgets in Medical Services and Prescription Drugs. As of March 24, 2016 the County has covered an additional \$162,809 of medical service expenditures by using surplus budgets available in Food Services and Utilities. The jail population is steadily aging and the medical issues are getting more complicated and expensive. Via contracts with ACCG we are able to get the lowest costs available.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners amend the FY16 Detention Center budget for Medical services in the amount of \$233,040 and Pharmacy in the amount of \$144,450 with funding to be provided by the General Fund fund balance. (N. Jump) 3 pages [REPORT](#) (Vote: 3-0)

- 22) Consider recommending that the Board of Commissioners increase Superior Court Fines/Penalties revenue and Petit Jury Fees expenditures by \$50,000 each.

Ms. Miller presented this item. This request is to increase the revenues and expenditures budgets in Superior Court's Petit Jury Fees. Court operations have increase and courts are being held longer which requires additional expenses related to the court activities.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners increase Superior Court Fines/Penalties revenue and Petit Jury Fees expenditures by \$50,000 each. (T. Miller) 1 page [REPORT](#) (Vote: 3-0)

Bids, Contracts and Agreements

- 23) Consider recommending that the Board of Commissioners approve the Contract Agreement with Janice Tyler for the Blythe Island Regional Park Campground Host.

Mr. Powell presented this item. Ms. Tyler has been the Blythe Island Park Campground Host for the last four years. In lieu of paying rent she performs other services such as assisting campers on late arrivals, working as a good will ambassador with campers, and serving as an after hour's personal contract person.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the Contract Agreement with Janice Tyler for the Blythe Island Regional Park Campground Host. (M. Herndon) 4 pages [REPORT](#) (Vote: 3-0)

- 24) Consider recommending that the Board of Commissioners exercise the 1st year extension option with Timothy Holder, on behalf of Sunset Slush, at the Coast Guard Concession Facility from May 1, 2016 to September 30, 2016 subject to the County Attorney's approval.

Mr. Powell presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners exercise the 1st year extension option with Timothy Holder, on behalf of Sunset Slush, at the Coast Guard Concession Facility from May 1, 2016 to September 30, 2016 subject to the County Attorney's approval. (M. Herndon) 1 page [REPORT](#) (Vote: 3-0)

- 25) Consider recommending that the Board of Commissioners approve the Concession License Agreement with St. Simons Sweets, LLC as the concession operator at Massengale Park concession site #1 from May 1, 2016 through September 30, 2016 in the total amount of \$3,200 subject to the County Attorney's approval.

Mr. Powell presented this item.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the Concession License Agreement with St. Simons Sweets, LLC as the concession operator at Massengale Park concession site #1 from May 1, 2016 through September 30, 2016 in the total amount of \$3,200 subject to the County Attorney's approval. (M. Herndon) 6 pages [REPORT](#) (Vote: 3-0)

- 26) Consider recommending that the Board of Commissioners approve the Concession License Agreement with Brunswick Boiled Peanuts as the concession operator at Massengale Park concession Site #2 in the total amount of \$1,000 from May 1, 2016 through September 30, 2016, subject to the County Attorney's approval.

Mr. Powell presented this item.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the Concession License Agreement with Brunswick Boiled Peanuts as the concession operator at Massengale Park concession Site #2 in the total amount of \$1,000 from May 1, 2016 through September 30, 2016, subject to the County Attorney's approval. (M. Herndon) 6 pages [REPORT](#) (Vote: 3-0)

- 27) Consider recommending that the Board of Commissioners exercise the 1st renewal extension option of the contract with the Fendig Company, LLC for the operation of the Neptune Park Concession Facility in the amount of \$7,500 subject to the County Attorney's approval.

Mr. Powell presented this item. Mr. Fendig stated that he has run the concession stand from the beginning. He further expressed his financial concerns. He explained that due to inclement weather last summer the pool closed early several days. As a result of these occurrences coupled with increased costs his profits have been reduced. It was determined that the Coast Guard Concession is a comparable location. Mr. Fendig asked if the Board would consider reducing his contract amount for the upcoming contract period.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners amend the contract with the Fendig Company, LLC for the operation of the Neptune Park Concession Facility in the amount of \$5,000 for the 1st renewal extension. (M. Herndon) 1 page [REPORT](#) (Vote: 3-0)

- 28) Consider recommending that the Board of Commissioners accept the bid from COMMTECH Communications, LLC for the installation of six cameras and supporting hardware as identified in IFB#00989 in the amount of \$21,408 with funding to be provided by the FY16 Information Technology Capital Budget.

Mr. Catron presented this item. These six cameras will cover the new tennis courts and will run continually. If motion occurs they will record a few seconds. The cameras will be statically placed so that they will provide the greatest coverage.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners accept the bid from COMMTECH Communications, LLC for the installation of six cameras and supporting hardware as identified in IFB#00989 at North Glynn Recreation Complex in the amount of \$21,408 with funding to be provided by the FY16 Information Technology Capital Budget. (D. West) 2 pages [REPORT](#) (Vote: 3-0)

- 29) Consider recommending that the Board of Commissioners approve the change to the P25 Conversion Project.

Mr. Catron presented this item. This change is necessary due to a modification to the radio system project and the agreement with Motorola concerning the Brookman and 4th Street towers.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the change to the P25 Conversion Project. (J. Catron) 2 pages [REPORT](#) (Vote: 3-0)

30) Consider recommending that the Board of Commissioners authorize the Chairman to sign the Harris Computer Systems proposal for eGovern and the issuance of a purchase order to Harris Computer Systems for the eGovern system for \$93,000 with funding to be provided by the FY16 Information Technology Capital Budget.

Mr. Catron presented this item. This module will be added to the tax system which would allow citizens to pay their bills on-line.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners authorize the Chairman to sign the Harris Computer Systems proposal for eGovern and the issuance of a purchase order to Harris Computer Systems for the eGovern system for \$93,000 with funding to be provided by the FY16 Information Technology Capital Budget. (J. Catron) 23 pages [REPORT](#) (Vote: 3-0)

31) Consider recommending that the Board of Commissioners exercise the 1st option year for the July 4, 2016 fireworks show to J&M Displays for \$35,000 with funding to be provided by the FY16 Operating Budget.

Mr. Powell presented this item. Mr. Powell mentioned that this item was for the annual fireworks show and that the staff was pleased with the previous year's show. Commissioner Provenzano questioned if this expense could be paid from the Accommodation Excise Tax Fund. Mr. Worley stated that it was against state laws.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners exercise the 1st option year for the July 4, 2016 fireworks show to J&M Displays for \$35,000 with funding to be provided by the FY16 Operating Budget. (R. Jordan) 4 pages [REPORT](#) (Vote: 3-0)

32) Consider recommending that the Board of Commissioners exercise the second option year with Ceres, Inc. for debris removal and disposal services should such services be needed following an event resulting in large quantities of debris.

Mr. Austin presented this item. No costs are associated with this contract unless the contract is activated.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners exercise the second option year with Ceres, Inc. for debris removal and disposal services should such services be needed following an event resulting in large quantities of debris. (D. Austin) 2 pages [REPORT](#) (Vote: 3-0)

33) Consider recommending that the Board of Commissioners exercise the third year option for collection of commercial solid waste at County buildings and parks effective July 1, 2016 to Republic Services of Georgia d/b/a Southland Waste Systems at a projected cost of \$100,241.68 with funding to be provided by the FY17 Operating Budgets.

Mr. Austin presented this item. The County is in the 3rd year of the contract. Staff is pleased with the vendor's current performance.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners exercise the third year option for collection of commercial solid waste at County buildings and parks effective July 1, 2016 to Republic Services of Georgia d/b/a Southland Waste Systems at a

projected cost of \$100,241.68 with funding to be provided by the FY17 Operating Budgets. (D. Austin) 2 pages [REPORT](#) (Vote: 3-0)

34) Consider recommending that the Board of Commissioners approve the contract with the Georgia Department of Transportation for the mowing of rights-of-way and litter pickup on 22.23 miles of state routes in Glynn County at a reimbursement rate of \$2,625 per mile per year for a total annual reimbursement of \$58,353.75.

Mr. Austin presented this item. Mr. Austin stated that this has been the standard rate since 2005. Currently he has two employees that are dedicated to mowing and trash pickup.

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

Recommend that the Board of Commissioners approve the contract with the Georgia Department of Transportation for the mowing of rights-of-way and litter pickup on 22.23 miles of state routes in Glynn County at a reimbursement rate of \$2,625 per mile per year for a total annual reimbursement of \$58,353.75. (D. Austin) 3 pages [REPORT](#) (Vote: 3-0)

35) Consider recommending that the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$39,500 per year per detail effective July 1, 2016 at a total contract cost of \$118,500 with funding from the Public Works FY17 Operating Budget.

Mr. Austin presented this item. Mr. Austin stated that this has become an annual contract. There is a lot of work getting done with inmate labor (i.e. cutting grass, cleaning ditches, etc.). The County is responsible for the van as well as the tools. The Department of Correction provides the guard and the County pays for each guard. Currently the County has three inmate details.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the contract with the Department of Corrections for three work details at a cost of \$39,500 per year per detail effective July 1, 2016 at a total contract cost of \$118,500 with funding from the Public Works FY17 Operating Budget subject to review and approval of the County Attorney. (D. Austin) 2 pages [REPORT](#) (Vote: 3-0)

36) Consider recommending that the Board of Commissioners exercise the third year option for right-of-way mowing and landscaping services to:

- a) Coastal Landscape and Design for Demere/Frederica Roundabout (Task 1) and the Frederica/Lawrence Roundabout (Task 2) in the amount of \$13,310 (an increase of \$261)
- b) Creative Landscape for Sea Island Road-Demere to Frederica (Task 3) and Lawrence Road Roundabout to Hampton Point (Task 4) in the amount of \$24,200 (an increase of \$300)

in the total amount of \$37,510 with funding from the FY17 Public Works operating budget effective July 1, 2016.

Mr. Austin presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners exercise the third year option for right-of-way mowing and landscaping services to:

- a) **Coastal Landscape and Design for Demere/Frederica Roundabout (Task 1) and the Frederica/Lawrence Roundabout (Task 2) in the amount of \$13,310 (an increase of \$261)**
- b) **Creative Landscape for Sea Island Road-Demere to Frederica (Task 3) and Lawrence Road Roundabout to Hampton Point (Task 4) in the amount of \$24,200 (an increase of \$300)**

in the total amount of \$37,510 with funding from the FY17 Public Works operating budget effective July 1, 2016. (D. Austin) 3 pages [REPORT](#) (Vote: 3-0)

- 37) Consider recommending that the Board of Commissioners approve an increase of the purchase order at the Maritime Center Historic Coast Guard Station Remodel in the amount of \$9,280 with funding to be provided by Accommodation Excise Tax Fund fund balance.

Mr. Austin presented this item. These remodel and ADA improvements will bring the Maritime Center Historic Coast Guard Station up to the current code.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve an increase of the purchase order at the Maritime Center Historic Coast Guard Station Remodel in the amount of \$9,280 with funding to be provided by Accommodation Excise Tax Fund fund balance. (D. Austin) 2 pages [REPORT](#) (Vote: 3-0)

- 38) Consider recommending that the Board of Commissioners approve the purchase of a 2016 Ford F150 (1/2 Ton) Regular Cab, 6 Cyl, 4x2, SWB base truck with Animal Transport Unit off the state government contract 99999-SPD-ES40199373-002 in the amount of \$37,255 with funding to be provided by the FY16 Capital Projects Fund Budget.

Mr. Powell presented this item. This will be the replacement vehicle for one currently in the Animal Control fleet. The maintenance costs for the vehicle that is being replaced are high and it is not reliable. This is vehicle will be purchased off of a state government contract.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the purchase of a 2016 Ford F150 (1/2 Ton) Regular Cab, 6 Cyl, 4x2, SWB base truck with Animal Transport Unit off the state government contract 99999-SPD-ES40199373-002 in the amount of \$37,255 with funding to be provided by the FY16 Capital Projects Fund Budget. (J. Powell) 8 pages [REPORT](#) (Vote: 3-0)

- 39) Consider recommending that the Board of Commissioners accept the bid from Swindell Construction Company, Inc. for the Harrington Park Project in the amount of \$334,590 with funding to be provided by SPLOST 5.

Mr. Hainley presented this item. Only one bid was received. The bid amount was over the estimated amount; however, it was within the available amount. It is a passive park and there are no ball fields on the property. The park is approximately 10 plus acres.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners accept the bid from Swindell Construction Company, Inc. for the Harrington Park Project in the amount of \$334,590 with funding to be provided by SPLOST 5. (D. Hainley) 1 page [REPORT](#) (Vote: 3-0)

- 40) Consider recommending that the Board of Commissioners authorize staff to proceed with preparing a contract with Georgia Power to provide and install pedestrian level lighting in the Canal Crossing Shopping Area as shown on the attached plan with funding of \$123,000 to be provided by the committed funds for the Canal Road Improvements and the monthly lease amount to be provided by the subsequent years' operating budgets.

Mr. Hainley presented this item. Commissioner Stambaugh expressed concerns that this is an expense that the contractor should contribute to the project. The County has already put a significant amount of money into the

project and is obligated to pay additional long term expenses. Mr. Hainley asked the Commissioners if they had an amount in mind that they wanted the Contractor to pay.

Defer to the full Board of Commissioners consideration to authorize staff to proceed with preparing a contract with Georgia Power to provide and install pedestrian level lighting in the Canal Crossing Shopping Area as shown on the attached plan with funding of \$123,000 to be provided by the committed funds for the Canal Road Improvements and the monthly lease amount to be provided by the subsequent years' operating budgets. (D. Hainley) [REPORT](#) (NO FC Vote)

41) Consider recommending that the Board of Commissioners award the bid to The Greenery, Inc. for the Gateway Landscaping Project on Kings Way on St. Simons Island in the amount of \$93,624.02 consisting of the base bid for Area 1 and the alternate bid for Area 2 with funding to be provided by the FY16 Public Works operating budget.

Mr. Hainley presented this item. He explained to the Committee exactly where the project was located. This item is budgeted in Public Works and only one bid was received. Commissioner Provenzano questioned if the public could donate to assist in the funding of this project.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners award the bid to The Greenery, Inc. for the Gateway Landscaping Project on Kings Way on St. Simons Island in the amount of \$93,624.02 consisting of the base bid for Area 1 and the alternate bid for Area 2 with funding to be provided by the FY16 Public Works operating budget. (D. Hainley) 2 pages [REPORT](#) (Vote: 3-0)

42) Consider recommending that the Board of Commissioners approve the request to issue a purchase order for one (1) Sport Utility Vehicle (SUV) not to exceed the amount of \$21,180.55 with funding to be provided by the Capital Projects Fund.

Sheriff Jump presented this item.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the request to issue a purchase order for one (1) Sport Utility Vehicle (SUV) not to exceed the amount of \$21,180.55 with funding to be provided by the Capital Projects Fund. (N. Jump) 2 pages [REPORT](#) (Vote: 3-0)

43) Consider recommending that the Board of Commissioners approve the contract with Keep Golden Isles Beautiful (KGIB) for an initial one year contract with an option to renew annually for three (3) additional years in an annual amount of \$51,924 with funding to be provided by the FY17 Operating Budget.

Mr. Hainley presented this item. This is an extension on the base contract. Mr. Hainley named several projects of KGIB. These projects are advertised in the local newspapers and on local radio stations.

The following motion made by Commissioner Coleman and seconded by Commissioner Stambaugh passed unanimously.

Recommend that the Board of Commissioners approve the contract with Keep Golden Isles Beautiful (KGIB) for an initial one year contract with an option to renew annually for three (3) additional years in an annual amount of \$51,924 with funding to be provided by the FY17 Operating Budget. (D. Hainley) 37 pages [REPORT](#) (Vote: 3-0)

44) Consider recommending that the Board of Commissioners approve the purchase of 1,200 square feet of concrete pad area around the pool at Neptune Pool with funding to be provided by SPLOST 4 – SSI Sports Complex Improvements.

Mr. Powell presented this item. Mr. Worley explained that this item is classified as an improvement to a SPLOST project and as such can be paid with SPLOST funds. Mr. Powell and Mr. Herndon explained to the Committee that this area can be rented out for parties. Historically, they have had a hard time keeping grass growing in this area.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve the purchase of 1,200 square feet of concrete pad area around the pool at Neptune Pool from A& M Builders in the amount of \$20,085 with funding to be provided by SPLOST 4 – SSI Sports Complex Improvements. (J. Powell) 5 pages [REPORT](#) (Vote: 3-0)

45) Consider recommending that the Board of Commissioners accept the settlement offer for Police Department unit 2574, a Ford Fusion in the amount of \$8,779.16.

Ms. Strickland presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners accept the settlement offer for Police Department unit 2574, a Ford Fusion in the amount of \$8,779.16. (K. Strickland) 1 page [REPORT](#) (Vote: 3-0)

46) Consider recommending that the Board of Commissioners accept the grant from the Petco Foundation and increase the Animal Control's FY16 revenue and expenditures budget by \$25,000 each.

Ms. Miller presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Provenzano passed unanimously.

Recommend that the Board of Commissioners accept the grant from the Petco Foundation and increase the Animal Control's FY16 revenue and expenditures budget by \$25,000 each. (T. Miller) 2 pages [REPORT](#) (Vote: 3-0)

47) Consider recommending that the Board of Commissioners approve an increase of the purchase order at the Maritime Center Historic Coast Guard Station Remodel in the amount of \$13,350 with funding to be provided by Capital Projects Fund fund balance.

Mr. Austin presented this item.

The following motion made by Commissioner Stambaugh and seconded by Commissioner Coleman passed unanimously.

Recommend that the Board of Commissioners approve an increase of the purchase order at the Maritime Center Historic Coast Guard Station Remodel in the amount of \$13,350 with funding to be provided by Capital Projects Fund fund balance. (D. Austin) 2 pages [REPORT](#) (Vote: 3-0)

Other Items

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

- a) Items #2-13, 15-39, and 41-47 will be placed on the Board of Commissioners' Consent Agenda.
- b) Item #40 will be placed on the Board of Commissioners' General Business Agenda.
- c) Items #1 and 14 will not be forwarded to the Board of Commissioners' Agenda.