



*A Golden Past.
A Shining Future.*

Finance Committee Meeting Minutes

Glynn County Board of Commissioners

3:00 PM, Tuesday, September 28, 2021

Present (Virtually):

Committee Members: C. Fendig, D. O'Quinn, and W. Rafolski

Elected Officials/Staff: A. Anderson, D. Austin, J. Dunnagan, L. Gurganus, M. Hardin, N. Mann, S. Moye, T. Munson, B. Nyers, Y. Ward, D. West, and W. Worley

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). (J. Dunnagan)*

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

Accept the agenda as is. FC Vote: 3-0

2. *Consider approving the August 24, 2021 Finance Committee Minutes.*

The following motion made by Commissioner Rafolski and seconded by Commissioner O'Quinn passed.

Approved the August 24, 2021 Finance Committee Minutes. (J. Dunnagan) [REPORT](#) FC Vote: 2-0-1

Public Safety Item

3. *Consider recommending the Board of Commissioners increase the FY22 Fire Fund revenue and expenditures budget in the amount of \$5,040 to purchase smoke alarms.*

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

Recommend the Board of Commissioners increase the FY22 Fire Fund revenue and expenditures budget in the amount of \$5,040 to purchase smoke alarms. (R. Jordan) [REPORT](#) FC Vote: 3-0

4. *Consider recommending the Board of Commissioners accept the FY22 Highway Enforcement of Aggressive Traffic Grant pending the County Attorney's approval and amend the Police Department's FY22 budget by reducing revenues and expenditures by \$15,765.*

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

Recommend the Board of Commissioners accept the FY22 Highway Enforcement of Aggressive Traffic Grant pending the County Attorney's approval and amend the Police Department's FY22 budget by reducing revenues and expenditures by \$15,765. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

Property Appraisal

5. *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, August 19, 2021 meeting, with clarification that this does not approve a tax refund.*

The following motion made by Commissioner Rafolski and seconded by Commissioner Fendig 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, August 19, 2021 meeting, with clarification that this does not approve a tax refund. (R. Glisson) [REPORT](#) FC Vote: 3-0

Other

6. *Consider recommending the Board of Commissioners authorizing payment of the excess tax proceeds from the tax sales of parcel number 02-00867 in the total amount of Eleven Thousand Fifty-Two and 00/100 dollars (\$11,052.00) to James B. Trotter, Attorney at Law, on behalf of Terry Randolph and January Acquisitions, LLC.*

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

Recommend the Board of Commissioners authorizing payment of the excess tax proceeds from the tax sales of parcel number 02-00867 in the total amount of Eleven Thousand Fifty-Two and 00/100 dollars (\$11,052.00) to James B. Trotter, Attorney at Law, on behalf of Terry Randolph and January Acquisitions, LLC. (C. Provano) [REPORT](#) FC Vote: 3-0

Budget/Grants

7. *Consider recommending the Board of Commissioners adopt the proposed FY 2022/2023 Budget Calendar as presented by the Budget Team.*

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

Recommend the Board of Commissioners adopt the proposed FY 2022/2023 Budget Calendar as presented by the Budget Team. (T. Munson) [REPORT](#) FC Vote: 3-0

8. *Consider recommending the Board of Commissioners amend the FY21 General Fund Budget by increasing the Sheriff's Office expenditures in the amount of \$301,587 and increasing LOST revenue in the amount of \$301,587.*

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

Recommend the Board of Commissioners amend the FY21 General Fund Budget by increasing the Sheriff's Office expenditures in the amount of \$301,587 and increasing LOST revenue in the amount of \$301,587. (T. Munson) [REPORT](#) FC Vote: 3-0

9. Consider recommending the Board of Commissioners adopt the Resolution to amend the FY20/21 Budget.

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

Recommend the Board of Commissioners adopt the Resolution to amend the FY20/21 Budget. (T. Munson) [REPORT](#) FC Vote: 3-0

10. Consider recommending the Board of Commissioners amend the FY22 budget to include the attached list of prior year budgeted items that were not completed in FY21.

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

Recommend the Board of Commissioners amend the FY22 budget to include the attached list of prior year budgeted items that were not completed in FY21. (T. Munson) [REPORT](#) FC Vote: 3-0

11. Consider recommending the Board of Commissioners accept the FY22 Promoting Safe and Stable Families grant award and decrease the Juvenile Court's FY22 budgeted revenues by \$12,870 and expenditures by \$17,160, pending County Attorney's approval.

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

Recommend the Board of Commissioners accept the FY22 Promoting Safe and Stable Families grant award and decrease the Juvenile Court's FY22 budgeted revenues by \$12,870 and expenditures by \$17,160, pending County Attorney's approval. (J. Dunnagan) [REPORT](#) FC Vote: 3-0

12. Consider recommending the Board of Commissioners approve the Small Business Recovery Grant program and allow staff to open the grant application.

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

Recommend the Board of Commissioners approve the Small Business Recovery Grant program and allow staff to open the grant application. (T. Munson) [REPORT](#) FC Vote: 3-0

Contracts/Procurement

13. Consider recommending the Board of Commissioners approve renewal of the Massengale Park Concession License Agreement with TNR Investments, LLC dba Sunset Slush for Summer 2022.

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

Recommend the Board of Commissioners approve renewal of the Massengale Park Concession License Agreement with TNR Investments, LLC dba Sunset Slush for Summer 2022. (L. Gurganus) [REPORT](#) FC Vote: 3-0

14. Consider recommending the Board of Commissioners approve renewal of the Coast Guard Park Concession License Agreement with TNR Investments, LLC dba Sunset Slush for Summer 2022.

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

Recommend the Board of Commissioners approve renewal of the Coast Guard Park Concession License Agreement with TNR Investments, LLC dba Sunset Slush for Summer 2022. (L. Gurganus) [REPORT](#) FC Vote: 3-0

15. *Consider recommending the Board of Commissioners approve renewal of the Neptune Park Concession License Agreement with St. Simons Sweets, LLC for Summer 2022.*

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

Recommend the Board of Commissioners approve renewal of the Neptune Park Concession License Agreement with St. Simons Sweets, LLC for Summer 2022. (L. Gurganus) [REPORT](#) FC Vote: 3-0

16. *Consider recommending the Board of Commissioners authorize the Recreation and Parks Department to rent Glynn County Stadium to host the GRPA District 2 All-Star Football Tournament semi-final and championship games.*

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

Recommend the Board of Commissioners authorize the Recreation and Parks Department to rent Glynn County Stadium to host the GRPA District 2 All-Star Football Tournament semi-final and championship games. (L. Gurganus) [REPORT](#) FC Vote: 3-0

17. *Consider recommending the Board of Commissioners approve the issuance of a Purchase Order utilizing Cooperative Contract #010521-LTS to purchase new playground equipment to replace the old equipment at the playground near the swimming pool at Neptune Park to Miracle Recreation Equipment Company in the amount of \$244,125.20 with funding to be provided the FY22 Capital Projects Budget (\$200,000) and Neptune Park Picnic Area Expansion FY21 Carry Forward (\$44,125.20).*

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

Recommend the Board of Commissioners approve the issuance of a Purchase Order utilizing Cooperative Contract #010521-LTS to purchase new playground equipment to replace the old equipment at the playground near the swimming pool at Neptune Park to Miracle Recreation Equipment Company in the amount of \$244,125.20 with funding to be provided the FY22 Capital Projects Budget (\$200,000) and Neptune Park Picnic Area Expansion FY21 Carry Forward (\$44,125.20). (L. Gurganus) [REPORT](#) FC Vote: 3-0

18. *Consider recommending the Board of Commissioners*

- a) *Reject all bids received for IFB #22002, revise the scope of work, and re-bid the project; OR*
- b) *Reject all bids and request additional funds in the FY23 capital budget to complete the project in FY23; OR*
- c) *Award a contract for IFB # 22002 Blythe Island Regional Park Maintenance Shed to Altamaha Building Supply in the amount of \$274,700 with funding to be provided by the FY22 Capital Projects Budget (\$180,000) and a funding source to be determined (\$94,700); OR*
- d) *Other motion.*

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

Recommend the Board of Commissioners reject all bids received for IFB #22002 Blythe Island Regional Park Maintenance Shed and revise the scope of work, and re-bid the project. (L. Gurganus) [REPORT](#) FC Vote: 3-0

19. *Consider recommending the Board of Commissioners approve the Blythe Island Regional Park Advisory Board's recommendation to authorize County personnel to issue an Invitation for Bids per the County's Procurement Ordinance for BIRP dock repairs as presented, with the intended funding source for this project to be the Capital Projects Fund District 1 capital allocation.*

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

Recommend the Board of Commissioners approve the Blythe Island Regional Park Advisory Board's recommendation to authorize County personnel to issue an Invitation for Bids per the County's Procurement Ordinance for BIRP dock repairs as presented, with the intended funding source for this project to be the Capital Projects Fund District 1 capital allocation. (L. Gurganus) [REPORT](#) FC Vote: 3-0

20. *Consider recommending the Board of Commissioners approve the issuance of a purchase order for the replacement of the air conditioner system in the Harold Pate Datacenter to sole bidder, Anixter International in the amount of \$264,000 with funding to be provided by the FY22 Information Technology Capital Budget.*

The following motion made by Commissioner Fendig and seconded by Commissioner O'Quinn passed.

Recommend the Board of Commissioners approve the issuance of a purchase order for the replacement of the air conditioner system in the Harold Pate Datacenter to sole bidder, Anixter International in the amount of \$264,000 with funding to be provided by the FY22 Information Technology Capital Budget. (D. West) [REPORT](#) FC Vote: 2-1

21. *Consider recommending the Board of Commissioners approve the year two payment for the Microsoft Software Enterprise Enrollment Agreement with Dell Marketing, L.P. for \$215,291.48 funded by the FY-22 IT Operating Budget and sign the Enterprise Update Statement for Microsoft.*

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

Recommend the Board of Commissioners approve the year two payment for the Microsoft Software Enterprise Enrollment Agreement with Dell Marketing, L.P. for \$215,291.48 funded by the FY-22 IT Operating Budget and sign the Enterprise Update Statement for Microsoft. (D. Bragdon) [REPORT](#) FC Vote: 3-0

22. *Consider recommending the Board of Commissioners approve the amendment with MuniRevs to set up an online payment portal for the Alcoholic Beverage Excise Tax collection for a one-time fee of \$9,000 and an annual cost of \$4,500 to be funded by the FY22 Information Technology Operating budget.*

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

Recommend the Board of Commissioners approve the amendment with MuniRevs to set up an online payment portal for the Alcoholic Beverage Excise Tax collection for a one-time fee of \$9,000 and an annual cost of \$4,500 to be funded by the FY22 Information Technology Operating budget. (D. Bragdon) [REPORT](#) FC Vote: 3-0

23. *Consider recommending the Board of Commissioners approve the Software Maintenance Agreement with ESRI as budgeted for \$55,000 with funding to be provided by the FY22 GIS Operating Budget.*

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

Recommend the Board of Commissioners approve the Software Maintenance Agreement with ESRI as budgeted for \$55,000 with funding to be provided by the FY22 GIS Operating Budget. (B. Nyers) [REPORT](#) FC Vote: 3-0

24. Consider recommending the Board of Commissioners approve the issuance of an Invitation to Bid (IFB) for Altamaha Park RV Park upgrades to include engineering services to design the electrical service system with funding in the amount of \$450,000 to be provided by the Capital fund allocation for Commission District At-Large Post 2 in the amount of \$400,000 and Commission District #1 in the amount of \$50,000.

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

Recommend the Board of Commissioners approve the issuance of an Invitation to Bid (IFB) for Altamaha Park RV Park upgrades to include engineering services to design the electrical service system with funding in the amount of \$450,000 to be provided by the Capital fund allocation for Commission District At-Large Post 2 in the amount of \$400,000 and Commission District #1 in the amount of \$50,000. (D. Austin) [REPORT](#) FC Vote: 3-0

Other Items

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

Items #3-19 and #21-24 will be placed on the Board of Commissioners' October 7, 2021 consent Agenda.

Item #20 will be placed on the Board of Commissioners' October 7, 2021 General Business Agenda.

Items #1-2, and #25 will not be forwarded to the Board of Commissioners Agenda.