

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting  
7:00 P.M.

March 6, 2012

POST SUMMARY MINUTES

PRESENT: Chairman Eldrin Bell, Vice-Chairman Wole Ralph, Commissioner Sonna Singleton, Commissioner Michael Edmondson, Commissioner Gail Hambrick, and Clerk Shelby D. Haywood.

1. Chairman Bell called the meeting to order.
  2. Invocation was led by Rev. E. J. Childs of Gillem Community Church in Morrow, Georgia. Pledge of allegiance to the flag was led by Chairman Bell.
  3. Amended the agenda by adding Resolution 2012-50 (To amend an aging subgrant contract with the Atlanta Regional Commission providing services to be rendered in connection with Older Adult Programs; acknowledging receipt of an additional \$10,000.00 in federal grant monies with no local match); adding Resolution 2012-51 (Authorizing the assignment of program management staffing and coordination responsibilities for any and all U.S. HUD sub-recipient agreements from W. Frank Newton, Inc. to the County); and adding a Change Order for the Lovejoy Recreation Center and South Police Precinct – to be presented by Interim County Attorney Jack Hancock. Clerk Haywood also noted these minor changes to the agenda: Michael Woodman, Director of Planning for The Collaborative Firm, LLC, will be assisting Michael Hightower in the TIA presentation listed as item #8; Prior to item #8 (PRESENTATION: Transportation Investment Act Update by Michael Hightower, Managing Partner of The Collaborative Firm, LLC), Commissioner Hambrick will make an introduction to the Board of Commissioners as a “point of privilege”; Dennis Johnson, Budget Manager, will be representing Finance Director Angela Jackson tonight; and an Executive Session will be held regarding personnel matters. The agenda was adopted, as amended, as all commissioners had copies before them. Vote unanimous.
  4. Approved the February 21, 2012 Regular Business Meeting minutes. The motion carried 4-0-1. Commissioner Edmondson abstained due to his absence from this meeting. Vote unanimous.
  5. PROCLAMATION: “Clayton County Proclaims March 4-10, 2012 as School Social Work Week” (presented by Chairman Eldrin Bell to Jacqueline Anthony of the Clayton County Public Schools Social Work Department).
  6. PROCLAMATION: “Clayton County Proclaims March 2012 as Certified Government Financial Managers Month” (presented by Chairman Eldrin Bell to Laura Weston, IT Auditor/Department of Audits & Accounts in Atlanta, Georgia).
  7. PROCLAMATION: “Clayton County Observes March for Meals Month” (presented by Chairman Eldrin Bell to Meals on Wheels staff, volunteers, and the Aging Advisory Board).
- NOTE: Group photos were taken of the honorees receiving proclamations. Clerk Haywood read the proclamations for the benefit of the honorees and audience.
8. Commissioner Hambrick introduced Riverdale City Councilman Kenneth Ruffin and the Riverdale Youth Council to the Board of Commissioners. (NOTE: Group photos were taken of Mr. Ruffin and the Riverdale Youth Council with the commissioners.) Chairman Bell recognized the

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presence of Mayor Willie Oswalt of Lake City, Georgia, who was here tonight with the Meals on Wheels representatives.

9. **PRESENTATION:** Transportation Investment Act [TIA] Update (presented by Michael Hightower, Managing Partner of The Collaborative Firm, LLC and assisted by Michael Woodman; Director of Planning and Michelle Henson; Public Involvement Coordinator).

Mr. Hightower stated that he would be very brief in his comments tonight. As everyone is aware, July 31<sup>st</sup> of this year marks the **vote date** of the statewide Transportation Investment Act Referendum. Clayton County is a part of the metro area’s ten-county roundtable for a “transportation project list.” Many jurisdictions are now working on their local transportation projects. He expressed that Georgia essentially has 12 regions and Clayton County, as a part of the metro Atlanta region, will vote on the project list. Statistics for the Transportation Investment Act Referendum are as follows: 10 counties are involved in the TIA referendum; a one (1) percent sales tax will be implemented for 10 years; 85% of the monies will be allocated for regional projects; and 15% of the monies will be allocated for local projects (broken down by municipal jurisdiction). Clayton County’s unincorporated area will have approximately \$61 million dollars over time (2013-2022) in this process. The balance of those monies will go to the municipal jurisdictions and the grand total (including unincorporated Clayton County) amounts to \$75,445,968.00. [NOTE: The local transportation funds are itemized in the following table.]

**LOCAL TRANSPORTATION FUNDS**

Clayton County is expected to receive \$75.4 million to fund locally identified projects, which may include transportation facility maintenance, resurfacing, sidewalks, bicycle facilities, transit services and roadways. Using the State Fiscal Economist’s projections for 2013 (population and roadway mileage formula) and annualized base growth rate in sales tax revenue of 4.3%, it can be estimated that these funds may be distributed as follows amongst Clayton County’s cities and unincorporated areas over the ten-year life of the Regional T-SPLOST:

<b>Jurisdiction</b>	<b>Approximate Share %</b>	<b>Approximate \$ (2013)</b>	<b>Total Approximate \$ (2013-2022)</b>
College Park	0.1%	\$ 6,424	\$ 78,209
Forest Park	6.5%	\$404,305	\$4,922,199
Jonesboro	2.2%	\$138,462	\$1,685,701
Lake City	1.5%	\$ 94,373	\$1,148,941
Lovejoy	1.0%	\$ 62,097	\$ 755,998
Morrow	2.6%	\$160,755	\$1,957,107

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Riverdale	4.7%	\$289,703	\$3,526,980
Unincorporated Clayton County	81.3%	\$5,040,945	\$61,370,832
<b>Total</b>			<b>\$75,445,968</b>

Mr. Hightower thanked Jeff Metarko, Director of Transportation and Development, who has been very helpful in this process. He emphasized that The Collaborative Firm, LLC will continue to work with Mr. Metarko and his staff throughout the TIA time frame.

Mr. Hightower next introduced Michael Woodman, Director of Planning at The Collaborative Firm, LLC, who showed the highlights; i.e., purpose and phases of the Transportation Investment Act, in a PowerPoint presentation to the Board of Commissioners.

***POWERPOINT PRESENTATION: Clayton County Transportation Investment Act/Local Transportation Opportunities, Needs, and Public Outreach.***

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**PURPOSE**

- Collaboration between Clayton County and its seven (7) local jurisdictions on a summary of local transportation findings and opportunities to ensure that the County and the cities within the County maximize their return on any type of transportation investments.
  - Summary of local transportation findings and opportunities.
  - Educate citizens about TIA, T-SPLOST Referendum, Regional Project List, and see input on transportation opportunities and needs.
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**PHASE 1 (Completed)**

Establish Project Process and Timeline:

- Coordinate meeting with Transportation & Development Department (January 23, 2012)
- Develop contact list of local jurisdictions (January 24, 2012)
- “Best Practices” Research around the Atlanta metro area regarding TIA, public outreach, and local projects (February 8, 2012)

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- Draft Project Process and Timeline (February 10, 2012)
  - Schedule Item for BOC Agenda (February 10, 2012)
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**PHASE 2 (Completed)**

Presentation of Project Process and Timeline:

- Briefings for the Clayton County Board of Commissioners
  - Presentation at the March 6, 2012 BOC Regular Business Meeting
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**PHASE 3**

Summary of Findings and Opportunities:

- Meeting at Transportation and Development with all local jurisdiction staff to identify transportation opportunities and needs (Early-March 2012)
  - Meetings with local elected officials to identify transportation opportunities and needs (Mid-March 2012)
  - Meetings with Clayton County BOC to identify transportation opportunities and needs (Mid-March 2012)
  - Draft Summary of transportation opportunities and needs (Late-March 2012)
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**PHASE 4**

Town Hall Meetings:

- Presentation, fact sheets, and other educational materials (Early-March 2012)
  - Public notification/outreach, including media campaigns, mailings, collateral material, signage, etc. (Mid-March 2012)
  - Five (5) town hall meetings; one (1) in each Commissioner's District and one (1) general meeting will be held to educate citizens on transportation opportunities and needs for local T-SPLOST allocations and to get buy-in from the community (Late-March/Early-April 2012)
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**PHASE 5**

Adoption of Transportation Opportunities and Needs:

- Prepare a draft resolution of summary of local transportation opportunities and needs (Mid-April 2012)
- Coordination with Clayton County and each of its cities to adopt the summary of local transportation opportunities and needs by resolution of the Board of Commissioners and City Councils (Late-April 2012)

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Mr. Woodman stated these highlights concluded his presentation, and he would open the discussion for questions/comments from the Board of Commissioners.

Mr. Hightower interjected that he had recently conferred with Interim County Attorney Jack Hancock about the TIA process. Mr. Hancock had stressed the importance of the Board following the model of education, not advocacy during this TIA process. Mr. Hightower had also talked to Vice-Chairman Ralph about various advocacy activities that will occur on behalf of the Chamber and ARC around May 1<sup>st</sup> this year across this region. He explained that The Collaborative Firm's presentation is strictly an educational outreach process. Other jurisdictions are involved in this process as he speaks; i.e., Cascade Church and other groups who are involving the citizens and participating in a 15% share.

Chairman Bell emphasized that the Board of Commissioners cannot become an advocate for the Transportation Investment Act. During the process of deciding the major portion of this project (as has been addressed in the media), the public always asks the question, "What's in it for us?" (and he and Mayor Oswalt had already sat in a town hall meeting where 7,000 county citizens were involved). Thanks to The Collaborative Firm, LLC, Chairman Bell said this is a great opportunity for the public to have input regarding what needs to be done with that \$61 million (although the engineering staff has to consider the whole concept).

Commissioner Hambrick questioned what the impact would be in the metro area region if a county or several counties voted "no" on the Transportation Investment Act Referendum. Mr. Hightower reiterated that there are ten (10) counties in the metro region. Any one particular county can vote "no"; however, if the majority of the region votes "yes," then the referendum will still pass. The majority vote rules in this TIA process.

10. Dennis Johnson, Budget Manager, presented the following budget amendments and requests for refunds that resulted in the following actions. (NOTE: The Board voted on all of these items at once.)

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- 1) Approved Budget Amendment #2-23/Other General Government/FYE 6-30-12, in the amount of \$33,000.00, to cover the cost of replacing a vehicle in the Police Department where the repair cost exceeds the value of the vehicle. Vote unanimous.
- 2) Approved Budget Amendment #4-35/Fund 306 – Roads & Recreation Projects/FYE 6-30-12, in the amount of \$8,200.00, to amend the budget for the Woolsey Road Shoulder Improvement project due to an underground utility conflict. Vote unanimous.
- 3) Approved Budget Amendment #4-36/Fund 306 – Roads & Recreation Projects/FYE 6-30-12, in the amount of \$97,000.00, to establish the budget for land and temporary construction easements for Thomas Road and Stockbridge Road Sidewalk projects. Vote unanimous.
- 4) Approved Budget Amendment #4-38/Fund 307 – Reimposition SPLOST Projects 2009/FYE 6-30-12, in the amount of \$12,700.00, to establish the budget for right-of-way acquisition services in connection with the J. G. Glover Court @ Forest Parkway Sight Distance Project. Vote unanimous.
- 5) Approved a Request for Refund – Electrical Permit, in the amount of \$50.00, for Ai Feng Ji of Riverdale, Georgia. Vote unanimous.
- 6) Approved a Request for Refund – Lot Clean-up Bond, in the amount of \$500.00, for Connie Blankenship of Fayetteville, Georgia. Vote unanimous.
- 7) Approved a Request for Refund – Lot Clean-up Bond, in the amount of \$500.00, for Henley Co., Inc. of Morrow, Georgia. Vote unanimous.
- 8) Approved a Request for Refund – Lot Clean-up Bond (2710 East Clayton Drive), in the amount of \$500.00, for Richard L. Lester, Jr. of Fayetteville, Georgia. Vote unanimous.
- 9) Approved a Request for Refund – Lot Clean-up Bond (2726 East Clayton Drive), in the amount of \$500.00, for Richard L. Lester, Jr. of Fayetteville, Georgia. Vote unanimous.
11. Approved Resolution 2012-41 authorizing Clayton County, on behalf of the Clayton County Parks and Recreation Department, to grant a Special Facility Use request for Twirl Girls, Inc. to conduct the Twirl Girls Camp at the Virginia Burton Gray Recreation Center. Vote unanimous.
12. Approved Resolution 2012-42 authorizing Clayton County to enter into an agreement with Atlanta Pyrotechnics International, Inc. providing for the terms and conditions under which a fireworks display will be conducted at the Clayton County International Park. Vote unanimous.

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13. Approved Resolution 2012-43 authorizing Clayton County Juvenile Court, on behalf of the Board of Commissioners, to enter into a Memorandum of Understanding with Big Brothers Big Sisters of Metro Atlanta to provide mentoring services to juveniles who become involved with the Court and are referred to its mentoring program. Vote unanimous.
14. Approved Resolution 2012-44 authorizing the Clayton County Police Department to enter into a Consent to Assignment with Keystone Turbine Services, LLC providing for the terms and conditions under which a remaining repair credit will be assigned. Vote unanimous.
15. Approved Ordinance 2012-45 to amend the Code of Clayton County, Georgia, as amended; specifically Chapter 34 “Emergency Management” (applicable to Fire & EMS and the Chairman’s authority to declare emergencies, etc.); to repeal conflicting laws, ordinances, and resolutions; to provide for severability; to provide an effective date of this ordinance; and for other purposes. Vote unanimous.
16. Approved Resolution 2012-46 authorizing Clayton County to enter into an Agreement with the Georgia Department of Emergency Management (GEMA) for mutual aid and assistance in emergencies pursuant to Georgia’s Mutual Aid Act (Official Code of Georgia Section 38-3-29). Vote unanimous.
17. Approved Resolution 2012-47 authorizing Clayton County to enter into a Grant Agreement with the Organized Fraud Task Force (OFTF) providing for the terms and conditions under which equipment and training classes will be purchased for the Clayton County Police Department. This grant is in the amount of \$7,000.00, and no county matching funds are required. Vote unanimous.
18. Approved Resolution 2012-48 authorizing Clayton County to accept a forfeited vehicle from Clayton County Police Department Investigations (2000 Chrysler LHS, VIN 2C3HC56G3YH327483); to authorize the sale of such property as will be in the best interest of the County; and provide for the disbursement of the proceeds. Vote unanimous.
19. Approved Resolution 2012-49 authorizing the acceptance of a condemned vehicle to be assigned to the Sheriff’s Office fleet in a manner as will be in the best interest of the County (2006 Chevrolet Equinox, VIN 2CNDL12F266024486). Vote unanimous.
20. Approved Resolution 2012-50 authorizing Clayton County to amend an aging subgrant contract with the Atlanta Regional Commission providing for services to be rendered in connection with Older Adult programs; provides for an additional \$10,000.00 federal grant with no local match. Vote unanimous.
21. Approved Resolution 2012-51 authorizing the assignment of program management staffing and

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coordination responsibilities for any and all United States Department of Housing and Urban Development sub-recipient agreements from W. Frank Newton, Inc., to Clayton County. Vote unanimous.

22. Approved a Change Order to the SPLOST Construction Management-at-Risk Services for the Clayton County Lovejoy Recreation Center and the South Police Precinct (presented by Interim County Attorney Jack Hancock, on behalf of Theodis Locke, Interim Director of Central Services/Risk Management). Vote unanimous.

On September 9, 2011, the Board authorized the project and awarded the bid to Winter Johnson Construction. Section 3.4.12 of that Construction Management-at-Risk contract provided for the establishment of a Guaranteed Maximum Price (GMP) which at that time was estimated to be \$6,907,590.00. The document also provided for the establishment of a final price after all bids were received and the parameters under which that final price would be established. That final price has been established at the gross maximum price of \$8,062,163.00. This cost is within the budgetary allowance and was established during the process at the time of the original request.

PUBLIC COMMENT: None

Motion by Vice-Chairman Ralph, second by Commissioner Singleton, to go into Executive Session in the Commissioners' Conference Room to discuss personnel matters at 7:38 p.m. Vote unanimous.

Motion by Vice-Chairman Ralph, second by Commissioner Singleton, to go out of Executive Session at 7:58 p.m. Vote unanimous.

Motion by Commissioner Singleton, second by Commissioner Edmondson, to reconvene the Regular Business Meeting in the Commissioners' Boardroom at 7:58 p.m. Vote unanimous.

23. Renee Bright, Director of Human Resources, presented the following reclassification requests, advance step hire, request to fill vacancies, requests for WorkTrain, and request to fill seasonal positions for Board approval. (NOTE: The Board voted on all of these requests at once.)

1) Request to reclassify the vacant Public Relations Specialist (Pay Grade 24) position to Constituent Services Manager (Pay Grade 24). There is a need for someone to closely monitor and manage the Constituent Services function to ensure that information from that area is of highest quality. Additionally, the position will be responsible for the County's Customer Service program (311). There will be no impact to the budget as both positions are at Pay Grade 24 (\$45,568.00 – \$68,659.00).

2) Request to reclassify the Assistant to the County Manager (Pay Grade 27, Step 1; \$52,893.00) position to Economic Project Manager – Marketing & Communications (Pay Grade 30;

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\$61,396.00) and transfer the position to the Economic Development Department.

3) Request from Patrick Ejike, Community Development Director, to advance step hire at Pay Grade 27, Step 18 (\$65,331.00) for the Neighborhood Stabilization Program (NSP) Manager position. The employee brings with her 16+ years of experience and worked with Frank Newton & Associates for 2+ years where she designed and implemented the Neighborhood Stabilization Program for Clayton County. She will require little or no training for the position of NSP Manager. There will be no impact to the County's General Fund, and this is a grant funded position.

4) Request to Fill Vacancy Requests for the following positions:

<b>Position Title</b>	<b>Department</b>	<b>Salary Grade</b>	<b>Salary</b>
Deputy Sheriff II (2 positions)	Sheriff	20	\$37,354
Sheriff CO	Sheriff	19	\$35,543
Code Enforcement Officer II	Police	18	\$33,820
Library Assistant	Library-Headquarters	12	\$25,101
Accounting Technician	Community Development	14	\$27,724
Permits/License Technician	Community Development	13	\$26,380
Administrative Assistant	Commissioners	16	\$30,621
Constituent Services Manager	Commissioners	24	\$45,568
Police Officer II	Police	20	\$37,354
Victim Ad/Assistant Secretary	District Attorney	P/T	\$12.40 hr.
Human Resources Clerk	Human Resources	P/T	\$10.97 hr.

**WORKTRAIN**

Program Aide (2 positions)	Senior Services	P/T	\$9.00 hr.
Center Maintenance Worker	Senior Services	P/T	\$7.96 hr.
Library Assistant	Library	P/T	\$8.36 hr.
Athletic Aide (2 positions)	Parks & Recreation	P/T	\$7.96 hr.
Park Maintenance Worker II	Parks & Recreation	P/T	\$7.96 hr.

**REQUEST TO FILL SEASONAL POSITIONS – PARKS & RECREATION**

Park Maintenance (8 positions)	Parks & Recreation	Seasonal	\$7.39 hr.
Gate/Games Attendant (12 positions)	Parks & Recreation	Seasonal	\$7.39 hr.

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Ticket Sales Attendant (6 positions) Parks & Recreation	Seasonal	\$7.57 hr.
Ticket Sales Supervisor (2 positions) Parks & Recreation	Seasonal	\$8.78 hr.
Lead Life Guard (6 positions)/Beach Parks & Recreation	Seasonal	\$8.36 hr.
Life Guard (38 positions)/Beach Parks & Recreation	Seasonal	\$7.57 hr.
Youth Camp Counselor (10 positions)/VA Gray/Parks & Recreation	Seasonal	\$7.39 hr.
TR Camp Counselor (5 positions)/VA Gray/Parks & Recreation	Seasonal	\$7.39 hr.
Youth Camp Counselor (10 positions)/Jim Hue/Parks & Recreation	Seasonal	\$7.39 hr.
Youth Camp Counselor (10 positions)/Rhodenizer/Parks & Recreation	Seasonal	\$7.39 hr.
TR Camp Counselor (5 positions)/Rhodenizer/Parks & Recreation	Seasonal	\$7.39 hr.
Life Guard (6 positions)/Rhodenizer Parks & Recreation	Seasonal	\$7.57 hr.
Lead Life Guard/Rhodenizer Parks & Recreation	Seasonal	\$8.36 hr.

**TOTAL: 119 Positions**

Motion by Vice-Chairman Ralph, second by Commissioner Singleton, to approve the above-listed requests (reclassifications, advance step hire, request to fill vacancies, requests for WorkTrain, and request to fill seasonal positions) – all based on Board decisions in the Executive Session. Vote unanimous.

There being no further business to discuss, motion by Vice-Chairman Ralph, second by Commissioner Singleton, to adjourn the Regular Business Meeting of March 6, 2012 at 8:02 p.m. Vote unanimous.