



Administrative Services Committee Meeting Commission Chamber - 7/28/2015

ATTENDANCE:

ADMINISTRATIVE SERVICES

1. Discuss selection process and replacement process of members on the
Downtown Advisory Panel in regards to attached resolution. **Item**
Action:
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the Legal Department to meet with Ms. Woodard and to bring back some recommendations to the next committee meeting. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner William Lockett	Passes

2. Discussion about who should be present in legal meetings. (Requested by Commissioner Frantom) (Referred from July 21 Commission meeting) **Item**
Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve drafting a policy that allows the Clerk of Commission, the Mayor, the Administrator, the Commission and the lead counsel person in legal meetings on an ordinary basis and then as needed	Commissioner Mary Davis	Commissioner Dennis Williams	Passes

allow individuals to be brought in as approved by the Commission during the legal meeting. Mr. Lockett votes No.
Motion Passes 3-1.

3. Motion to approve the minutes of the Administrative Services Committee held on June 9, 2015. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner William Lockett	Commissioner Dennis Williams	Passes

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**Administrative Services Committee Meeting
7/28/2015 1:15 PM
Attendance 7/28/15**

Department:

Caption:

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:

AGENDA ITEM REQUEST FORM

Commission meetings: First and third Tuesdays of each month – 2:00 p.m.

Committee meetings: Second and last Mondays of each month – 12:45 to 1:05 p.m.

Commission/Committee: (Please check one and insert meeting date)

☐ Commission	Date of Meeting _____
☐ Public Safety Committee	Date of Meeting _____
☐ Public Services Committee	Date of Meeting _____
☒ Administrative Services Committee	Date of Meeting <u>July 14, 2015</u>
☐ Engineering Services Committee	Date of Meeting _____
☐ Finance Committee	Date of Meeting _____

Contact Information for Individual/Presenter Making the Request:

Name: Downtown Development Authority
Address: 936 Broad Street, Suite 107
Telephone Number: 706-722-8000
Fax Number: 706-722-1138
E-Mail Address: mwoodard@myaugustadowntown.com

Caption/Topic of Discussion to be placed on the Agenda:

Discuss selection process and replacement process of members in regards to attached resolution

Please send this request form to the following address:

Ms. Lena J. Bonner
Clerk of Commission
Room 806 Municipal Building
530 Greene Street
Augusta, GA 30901

Telephone Number: 706-821-1820
Fax Number: 706-821-1838
E-Mail Address: lbonner@augustaga.gov

Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 5:00 p.m. on the Wednesday preceding the Commission meeting and 5:00 p.m. on the Tuesday preceding the Committee meeting of the following week. A five-minute time limit will be allowed for presentations.

RESOLUTION

A RESOLUTION ESTABLISHING A DOWNTOWN
ADVISORY PANEL; TO AUTHORIZE SUCH
PANEL TO MAKE RECOMMENDATIONS TO THE
AUGUSTA-RICHMOND COUNTY COMMISSION
CONCERNING THE CONTINUED GROWTH OF
THE CENTRAL BUSINESS DISTRICT OF
AUGUSTA

WHEREAS; the Augusta-Richmond County Commission
recognizes the special needs of the Central Business District
(CBD) of Augusta, Georgia; and

WHEREAS; the Downtown Development Authority of Augusta
(DDA) and Main Street Augusta, Inc. (Main Street) include among
their various missions the enhancement of the quality of life in
the downtown area of Augusta; and

WHEREAS; the CBD of Augusta has evolved into a mixed
use area with many types of stakeholders; and

WHEREAS; it is recognized that there is a further need
for a panel of these stakeholders to assist the DDA and Main
Street regarding issues such as zoning, alcohol licenses, and
other special needs of the downtown area;

NOW, THEREFORE, BE IT RESOLVED BY THE AUGUSTA-RICHMOND
COUNTY COMMISSION as follows:

1. The Downtown Advisory Panel is hereby created to be
composed of seven members including the following:

- One member of the DDA or Main Street to be selected by this stakeholder group;
- A restaurant owner or operator in the CBD to be selected by this stakeholder group;
- A retail merchant or operator in the CBD to be selected by this stakeholder group;
- A resident or owner of residential property in the CBD to be selected by this stakeholder group;
- An owner or operator of an entertainment establishment in the CBD to be selected by this stakeholder group;
- The owner or operator of a professional business located in the CBD to be selected by this stakeholder group;
- A representative from all of the religious organizations located in the CBD to be selected by this stakeholder group.

Each of said representatives shall begin serving immediately upon approval of this resolution and selection, and then serve for a term of one (1) year, January 1 through December 31. Any member is eligible to be reappointed to the DAP. The Augusta-Richmond County Planning Commission, the Convention and Visitors Bureau, and Augusta Tomorrow shall serve as ex-officio members.

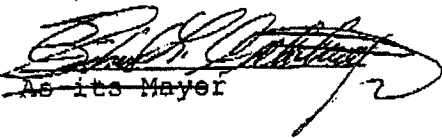
BE IT FURTHER RESOLVED that the DAP will make its recommendations to the Augusta-Richmond County Commission regarding issues affecting the downtown business area, specifically including, but not limited to (1) ordinances needed

for the overall enhancement of the economic development of the downtown area; (2) policies relative to special events in the CBD, (3) resolution of issues involving downtown residents, merchants and property owners; (4) policies relates to the use of and issuances of alcohol licenses for business in the central business district; (5) zoning issues involving downtown properties.

BE IT FURTHER RESOLVED that the downtown area to be served by the DAP shall be that area from the west side of 5th Street to the east side of 15th Street, and from the river to the north side of Greene Street.

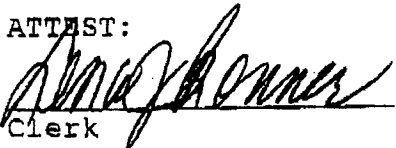
DULY ADOPTED this 2 day of June, 2003, by a vote of 10 in favor and 0 against.

AUGUSTA, GEORGIA

By: 

~~As its Mayor~~

ATTEST:


Clerk

8/03

11. Motion to approve a request by Gale Deibler for a Therapeutic Massage license to be used in connection with Michelle James Hair Production located at 467 Highland Ave. District 7. Super District 10. (Approved by Public Services July 28, 2003)

12. Motion to approve a request by Audie Bovier for a Therapeutic Massage Operators license to be used in connection with Michelle James Productions located at 467 Highland Ave. District 7. Super District 10. (Approved by Public Services July 28, 2003)

ADMINISTRATIVE SERVICES:

13. Motion to approve reversing the decision of the Historic Preservation Commission thereby approving the Certificate of Appropriateness for demolition of the structure at 1106 Wrightsboro Road. (District 2, Super District 9). (Approved by Administrative Services Committee July 28, 2003)

14. Motion to authorize Public Works & Engineering Department to hire the Mapping and Drafting Team Leader at a salary of \$36,000 to be funded from the Highway Administration Budget. (Approved by Administrative Services Committee July 28, 2003)

✓ 15. Motion to approve adding one seat on Downtown Advisory Panel for commercial property owner and that all members be in good standing with Augusta, Ga. (Approved by Administrative Services Committee July 28, 2003)

16. Deleted from the consent agenda.

ENGINEERING SERVICES:

17. Motion to approve a request from the Augusta African-American Historical Committee regarding the placement of 50 monuments on Laney Walker Blvd. and city maintenance of the grass and shrubbery around the monument. (Approved by Engineering Services Committee July 28, 2003)

18. Motion to approve Change Order Number Five with Mabus Brothers Construction in the amount of \$34,565.25 on the Stevens Creek Rd. Project (CPB # 323-04-296823235) to be funded from the project construction account. (Approved by Engineering Services Committee July 28, 2003)

19. Motion to approve bid award for installation of a liquid lime feed system at Groundwater Treatment Plant #1 to the lowest responsive bidder, Tesco, Inc., in the amount of \$177,759/00. (Approved by Engineering Services Committee July 28, 2003)

20. Motion to authorize acceptance of proposal from Systems & Software, Inc. for programming and support services to automatically update automated meter replacement for a fee of \$48,400. (Approved by Engineering Services Committee July 28, 2003)

21. Motion to approve bid award for Confined Space Equipment to include Harnesses, Tripods, Rope Assemblies and accessories to the lowest bidder, United Safety Associates, Inc., not to exceed \$69,020.00. (Approved by Engineering Services Committee July 28, 2003)

22. Motion to approve bid award for Confined Space Equipment to include Gas Detecting Monitoring products and accessories to the lowest bidder, Hagemeyer

2-17-04

10. Motion to approve transfer of \$73,140 from contingency to contract personnel salaries for Augusta Regional Airport. (Approved by Public Services Committee February 11, 2004)

11. Motion to approve a request by Felicia Thrasher for a retail package Beer & Wine license to be used in connection with S & H Convenience Store located at 2001 Barnes Rd. District 2. Super District 9. (Approved by Public Services Committee February 11, 2004)

12. Motion to approve a request by John T. Brogan for an on premise consumption Liquor, Beer & Wine license to be used in connection with the Shark's Club located at 978 Broad St. District 1. Super District 9. (Approved by Public Services Committee February 11, 2004)

13. Motion to approve a request by Donald Ivey for an on premise consumption Liquor, Beer & Wine license to be used in connection with the County Line located at 3379 Gordon Hwy. There will be dance. District 3. Super District 10. (Approved by Public Services Committee February 11, 2004)

ADMINISTRATIVE SERVICES:

14. Deleted from the consent agenda.

15. Motion to approve 2004 Cost-of-Living Allowance for retirees. (Approved by Public Services Committee February 11, 2004)

16. Motion to approve the final version of the Augusta Richmond County Comprehensive Plan. (Approved by Public Services Committee February 11, 2004)

✓ 17. Motion to approve one new representative to the Downtown Advisory Panel
* who would represent the renters/lessees on the panel and consider ex-officio member at a later date. (Approved by Public Services Committee February 11, 2004)

18. Motion to authorize payment for employees who did not report to work on January 26-27 due to the ice storm and comp time for employees who reported to work those days. (Approved by Public Services Committee February 11, 2004)

PUBLIC SAFETY:

19. Motion to approve matching funds to be used to meet the Augusta Fire Department's portion of the Emergency Preparedness & Response Directorate's Assistance to Firefighters Grant Program. (Approved by Public Safety Committee February 11, 2004)

FINANCE:

20. Motion to approve a request from Garden City Rescue Mission or an abatement of 2003 taxes. (Approved by Finance Committee February 11, 2004)

21. Motion to authorize the Attorney to draw up a contractual agreement between Augusta, Ga. and the Augusta Players to assist with their attendance at the Southeastern Theatre Conference funded from the Promotional Account. (Approved by Finance Committee February 11, 2004)

22. Motion to authorize submission of a grant application to the Georgia Department of Natural Resources (DNR) to finance development of a Design



**Administrative Services Committee Meeting
7/28/2015 1:15 PM
Downtown Development Authority**

Department: Clerk of Commission

Caption: Discuss selection process and replacement process of members on the Downtown Advisory Panel in regards to attached resolution.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
7/28/2015 1:15 PM
Legal Meetings**

Department: Clerk of Commission

Caption: Discussion about who should be present in legal meetings. (Requested by Commissioner Frantom) (Referred from July 21 Commission meeting)

Background:

Analysis:

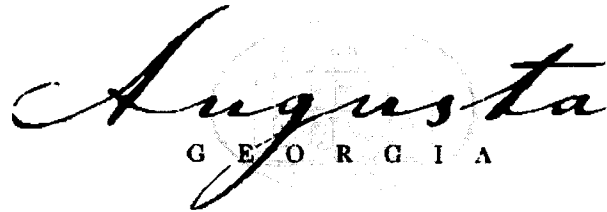
Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 6/9/2015

ATTENDANCE:

Present: Hons. M. Williams, Chairman; D. Williams, Vice Chairman;
Lockett and Davis, members.

Absent: Hon. Hardie Davis, Jr., Mayor.

ADMINISTRATIVE SERVICES

1. Motion to approve the minutes of the Administrative Services Committee held on May 26, 2015. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve.	Commissioner William Lockett	Commissioner Dennis Williams	Passes

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**Administrative Services Committee Meeting
7/28/2015 1:15 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on June 9, 2015.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:
