



Administrative Services Committee
Meeting

Commission Chamber- 2/24/2014- 1:00 PM

ADMINISTRATIVE SERVICES

1. Update on the department heads who have been approved for salary increases and have not received them. (Requested by Commissioner Fennoy) (Referred from the February 10 Administrative Services Committee) ☐ Attachments
2. Motion to approve the minutes of the Administrative Services Committee held on February 10, 2014. ☐ Attachments
3. Motion to approve the Housing and Community Development Department (on behalf of Augusta, Georgia) to execute Indemnification Agreement with the Augusta, Georgia Land Bank Authority related to Retention Pond for the Auburn @ Barton Chapel Rental Housing Project. ☐ Attachments
4. Discuss the appointment process for the Urban Redevelopment Agency (URA) as approved by the Commission January 21, 2014. **(Requested by Commissioner Marion Williams)** ☐ Attachments
5. Motion to **approve tasking** the Chair of the Finance Committee with scheduling a work session for an extensive review of ALL SPLOST Monies collected, invested, and expended since the inception of the SPLOST Program in ARC. Direct each recipient of SPLOST funds to provide documentation that will reflect the status and disposition of all funds. Task the Finance Director with providing ALL financial documentation associated with the SPLOST Program. This documentation must reflect interest earned and disposition of these earnings. Any SPLOST Monies utilized to retire General Obligation Bonds must be reflected, to include authorization for these actions. Any relevant documentation not specifically requested will be provided. ALL recipients of SPLOST Funds must be available to answer any questions posed by the governing body. Work session should be conducted prior to the February 24 Finance Committee Meeting. **(No recommendation Administrative Services Committee February 10, 2014)** ☐ Attachments



**Administrative Services Committee Meeting
2/24/2014 1:00 PM
Department Heads Salary Increases**

Department: Clerk of Commission

Caption: Update on the department heads who have been approved for salary increases and have not received them. (Requested by Commissioner Fennoy) (Referred from the February 10 Administrative Services Committee)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
2/24/2014 1:00 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on February 10, 2014.

Background:

Analysis:

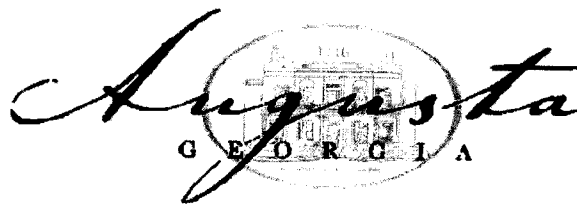
Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 2/10/2014

ATTENDANCE:

Present: Hons. Lockett, Chairman; Davis, Vice Chairman; Fennoy, member.

Absent: Hons. Deke Copenhaver, Mayor; Jackson, member.

ADMINISTRATIVE SERVICES

1. Discuss summary of conference call with Attorney Colette Holt. (Referred from the Administrative Services Committee January 27, 2014) (Requested by Commissioner Williams) **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the full Commission with no recommendation. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

2. Discuss/approve departmental audits. (Requested by Commissioner Marion Williams) **Item Action:** Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to approve referring this item back to the next committee meeting. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

3. Update on the department heads who have been approved for salary increases **Item**
Item # 2

and have not received them. (Requested by Commissioner Fennoy)

Action:
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item back to the next committee meeting. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

4. Discuss the authorities of the General Counsel versus the Augusta Commission. (Requested by Commissioner Marion Williams)
- Item Action:**
Rescheduled

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item back to the next committee meeting. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

5. Motion to approve the minutes of the Administrative Services Committee meeting held on January 27, 2014.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes

6. Consider a request from Paul Simon regarding an appeal of the non-compliance status of RFP No. 13-218, proposed merger of Augusta First Tee with the Augusta Municipal Golf Course "The Patch".
- Item Action:**
Disapproved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Motion to deny the

Deny	request. Ms. Davis votes No. Motion Fails 2-1.	Commissioner William Fennoy	Commissioner Mary Davis	Fails
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7. Update from the Interim Administrator regarding the Augusta Public Transit Citizens Advisory Board. **(Requested by Commissioner Marion Williams)**

**Item
Action:**
Disapproved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the full Commission with no recommendation. Ms. Davis votes No. Motion Fails 2-1.	Commissioner William Fennoy	Commissioner William Lockett	Fails

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item back to the next committee meeting.	Commissioner Mary Davis		Dies for lack of Second

8. Task the Chair of the Finance Committee with scheduling a work session for an extensive review of ALL SPLOST Monies collected, invested, and expended since the inception of the SPLOST Program in ARC. Direct each recipient of SPLOST funds to provide documentation that will reflect the status and disposition of all funds. Task the Finance Director with providing ALL financial documentation associated with the SPLOST Program. This documentation must reflect interest earned and disposition of these earnings. Any SPLOST Monies utilized to retire General Obligation Bonds must be reflected, to include authorization for these actions. Any relevant documentation not specifically requested will be provided. ALL recipients of SPLOST Funds must be available to answer any questions posed by the governing body. Work session should be conducted prior to the February 24 Finance Committee Meeting. **(Requested by Commissioner Bill Lockett)**

**Item
Action:**
Disapproved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
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Motion to approve

Approve	adding this item to the agenda. Motion Passes 3-0.	Commissioner William Fennoy	Commissioner Mary Davis	Passes
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Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	Motion to approve receiving this item as information.			Dies for lack of Second

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Defer	Motion to refer this item to the full Commission. Ms. Davis votes No. Motion Fails 2-1.	Commissioner William Fennoy	Commissioner William Lockett	Fails

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Administrative Services Committee Meeting

2/24/2014 1:00 PM

The Auburn at Barton Chapel – Water Quality Maintenance Agreement Approval

Department: Housing and Community Development Department (AHCDD)

Caption: Motion to approve the Housing and Community Development Department (on behalf of Augusta, Georgia) to execute Indemnification Agreement with the Augusta, Georgia Land Bank Authority related to Retention Pond for the Auburn @ Barton Chapel Rental Housing Project.

Background: On September 4, 2012, the Augusta, Georgia Commission granted the Augusta Housing and Community Development Department, AHCDD, approval to precede with the Auburn @ Barton Chapel Rental Housing Project. This rental housing project, located at Ollie Road, off Barton Chapel Road, consists of building twenty-three (23) attached 2BR, 3BR and 4BR single family rental housing units for households considered low to moderate income via the HOME Investment Partnership Program (HOME) and Neighborhood Stabilization Program 3 (NSP3) program guideline standards. To date, AHCDD has successfully procured, via the Procurement Department, an Architectural and Engineering Firm (Johnson, Laschober and Associates, P.C.), whom has completed the construction drawings necessary to bid for a General Contractor to begin Phase 1 (eight (8) attached single-family rental units) of this project. Additionally, AHCDD has also procured, via the Procurement Department, a certified Property Management Firm (Good Sense Realty) whom acts on Augusta's behalf to preserve the value of the property while generating rental income. However, before moving any further with this project, AHCDD with the assistance of legal counsel felt it best to request approval to execute an indemnification agreement with the Augusta, Georgia Land Bank related to a retention pond located in the Auburn @ Barton Chapel Rental Housing Project area. There are presently no situations or incidences related to this retention pond, as AHCDD is simply requesting approval as a legal formality.

Analysis: All Pre Development work (Architectural & Engineering) has been completed as AHCDD is ready to move towards the Construction Phase. A situation such as this is a normal developmental activity associated with doing rental projects. The

Cover Memo
Item # 3

Law Department has advised that AHCDD does not have the legal authority to agree to indemnify or bind Augusta, Georgia to pay for any costs occurred, as it relates to issues related to the retention pond located in the Auburn @ Barton Chapel Rental Housing Project area. While the Commission previously provided general authority to move forward with this project, AHCDD is not a separate legal entity and only the Commission can agree to be legally liable for indemnification payment, of which there is none at this time. AHCDD wants to be transparent in its efforts to deliver a successful rental project, and thought it best to present this to the Commission initially as opposed to waiting until there was a potential situation, thus the reason for this submission.

Financial Impact:	AHCDD anticipates receiving Twenty-five thousand, nine hundred and thirty-six dollars (\$25,936.00) in annual rental income from Phase 1, which consists of eight (8) units, and reserves, thus a residual source of funding exists for maintenance and upkeep of the aforementioned retention pond.
Alternatives:	Not Any Recommended
Recommendation:	Approve the Housing and Community Development Department (on behalf of Augusta, Georgia) to execute Indemnification Agreement with the Augusta, Georgia Lank Bank Authority related to Retention Pond for the Auburn @ Barton Chapel Rental Housing Project, and to accept responsibility for the annual upkeep and maintenance associated with the retention pond.
Funds are Available in the Following Accounts:	100% of the funding has been secured by AHCDD via its federal programs (HOME & NSP3) to develop Phase 1 of this rental project. No additional funding is needed at this time.

REVIEWED AND APPROVED BY:

Finance.
Law.
Administrator.
Clerk of Commission

☐ [HCD Response 6.18.12 Questionnaire.pdf](#)

☐ [ItemApprovalSheet.html](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Mr. Smith out. Motion Passes 9-0.	Commissioner Alvin Mason	Commissioner J. R. Hatney	Passes

10. Motion to **approve** and **allow** the Augusta Housing and Community Development Department (AHCDD) to proceed with the Auburn @ Barton Chapel Road, a rental housing project consisting of 23 attached 2BR, 3BR and 4BR single family rental housing units for households considered low to moderate income via the HOME Investment Partnership Program (HOME) and Neighborhood Stabilization Program 3 (NSP3) program guideline standards. **(Approved by Administrative Services Committee August 27, 2012)**
- Item Action:**
Approved

☐ [ItemApprovalSheet.html](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Mr. Brigham, Mr. Jackson and Mr. Guilfoyle vote No. Mr. Smith out. Motion Passes 6-3.	Commissioner Alvin Mason	Commissioner Matt Aitken	Passes

PUBLIC SAFETY

11. Motion to **approve** the award of a 2012 Emergency Management Performance Grant (EMPG) for the Augusta EMA Department in the amount of \$60,165.00. **(Approved by Public Safety Committee August 27, 2012)**
- Item Action:**
Approved

☐ [New Grant Proposal Application.doc](#)

☐ [Georgia EMA Statement of Subgrant Award.doc](#)

☐ [ItemApprovalSheet.html](#)



**Administrative Services Committee Meeting
2/24/2014 1:00 PM
URA Members**

Department:

Caption: Discuss the appointment process for the Urban Redevelopment Agency (URA) as approved by the Commission January 21, 2014.
(Requested by Commissioner Marion Williams)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Commission Meeting - Jan. 21, 2014

36. Discuss the Augusta Law Department. (Requested by Commissioner Marion Williams)

**Item
Action:**
Approved

☐ [ItemApprovalSheet.html](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Motion Passes 10-0.	Commissioner Wayne Guilfoyle	Commissioner Mary Davis	Passes

37. No Confidence Vote - General Counsel. (Requested by Commissioner Marion Williams)

**Item
Action:**
Approved

☐ [ItemApprovalSheet.html](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Substitute motion to approve receiving this item as information. Mr. Williams votes No. Motion Passes 9-1.	Commissioner Grady Smith	Commissioner Mary Davis	Passes

APPOINTMENT(S)

- 38. Appoint members to the Urban Redevelopment Agency (URA) of Augusta.

**Item
Action:**
Approved

☐ [ItemApprovalSheet.html](#)

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve tasking the Mayor with input from the commissioners to come back to the next	Commissioner William	Commissioner	Other

Item # 4

committee meeting with Fennoy Corey Johnson
 names of people to be
 appointed to the URA
 Board.

No action is taken on this motion due to the passage of the substitute motion.

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Substitute motion to approve combining Districts 1 and 2 and nominate somebody, Districts 3 and 4 to nominate somebody, Districts 5 and 6 to nominate one person, Districts 7 and 8 to nominate one person and the Super Districts to nominate one person and to submit those names to the Mayor for recommendation back to the next committee meeting. Mr. Lockett and Mr. Guilfoyle vote No. Motion Passes 8-2.	Commissioner Donald Smith	Commissioner Corey Johnson	Passes

39. Consider a request from the Richmond County Hospital to appoint one from the following for the Active Medical Staff member position currently held by A. Bleakley Chandler, M.D. who is not eligible: **Item Action: Approved**
- Alexander H. MacDonell, III, M.D.**, 4 Tall Pine Court, Augusta, GA. 30909
James B. Kay, M.D. 810 Carriage Court, Augusta, GA 30909
Stuart H. Prather, III, M.D. 2220 Edgewood Drive, Augusta, GA 30904

For the African American member position currently held by Mac Bowman, M.D. who is eligible for reappointment.

Mac A. Bowman, M.D., 3404 Dunnington Place, Augusta, GA 30909
Sanford Loyd, 711 Woodgate Court, Augusta, GA 30909
Terry D. Elam, 17 Park Place, Augusta, GA 30909



**Administrative Services Committee Meeting
2/24/2014 1:00 PM
Work Session to Review SPLOST Monies**

Department: Clerk of Commission

Caption: Motion to **approve tasking** the Chair of the Finance Committee with scheduling a work session for an extensive review of ALL SPLOST Monies collected, invested, and expended since the inception of the SPLOST Program in ARC. Direct each recipient of SPLOST funds to provide documentation that will reflect the status and disposition of all funds. Task the Finance Director with providing ALL financial documentation associated with the SPLOST Program. This documentation must reflect interest earned and disposition of these earnings. Any SPLOST Monies utilized to retire General Obligation Bonds must be reflected, to include authorization for these actions. Any relevant documentation not specifically requested will be provided. ALL recipients of SPLOST Funds must be available to answer any questions posed by the governing body. Work session should be conducted prior to the February 24 Finance Committee Meeting. **(No recommendation Administrative Services Committee February 10, 2014)**

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY: