



Administrative Services Committee Commission Chamber- 7/9/2012- 1:05 PM
Meeting

ADMINISTRATIVE SERVICES

1. Discuss reactivation or reestablishment of a Citizens Advisory Board to provide oversight of the complex activities of the HCD. (Requested by Commissioner Lockett) ☐ [Attachments](#)
2. Discuss eliminating the requirement for directors to clock in and out each work day. (Requested by Commissioner Lockett) ☐ [Attachments](#)
3. Adjust Fire Suppression (Fire Department) Personnel Sick Leave from 5.31 hours per pay period to 6.93 hours per pay period for 9 months commencing July 1, 2012 and ending March 31, 2013. On April 1, 2013 sick leave hours will revert back to 5.31 hours per pay period. (Requested by Commissioner Lockett) ☐ [Attachments](#)
4. Motion to approve the minutes of the Administrative Services Committee held on June 11, 2012. ☐ [Attachments](#)
5. HCD Director will discuss Pine Street Development and other related activities as presented in the June 18 Questionnaire. Director will be prepared to respond to queries presented by the committee. (Requested by Commissioner Lockett) ☐ [Attachments](#)
6. Update from the Administrator and the Engineering Director on progress made on development of Regency Mall and the status of the 13.5 acre lake that 3.5 million dollars of SPLOST funds were allocated. Provide time frame for action and explain what steps could be taken to expedite this overdue project. (Requested by Commissioner Lockett) ☐ [Attachments](#)
7. Receive information from the Administrator relative to the SES Pay Disparity. (Requested by Commissioner Lockett) ☐ [Attachments](#)



**Administrative Services Committee Meeting
7/9/2012 1:05 PM
Citizens Advisory Board**

Department: Clerk of Commission

Caption: Discuss reactivation or reestablishment of a Citizens Advisory Board to provide oversight of the complex activities of the HCD.
(Requested by Commissioner Lockett)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Nancy Morawski

From: Lena Bonner
Sent: Tuesday, June 19, 2012 9:38 AM
To: Nancy Morawski
Subject: FW: Administrative Services Committee Agenda

Please place on ASC as requested.

Thanks.

From: Commissioner William Lockett
Sent: Tuesday, June 19, 2012 9:30 AM
To: Lena Bonner
Subject: Administrative Services Committee Agenda

Morning Ms. Lena:

Please add the following items to the next Administrative Services Committee Agenda:

Housing and Community Development
HCD Director will discuss Pine Street Development and other related activities as presented in the June 18 Questionnaire. Director will be prepared to respond to queries presented by the committee.
(Lena, this is the questionnaire I gave you to be made a part of the record. Please include in commission packet)

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Finance Committee
Approve the removal of General Counsel Andrew MacKenzie from the Forensic Audit Sub-Committee.

Legal Session to discuss Personnel

Thanks

Bill Lockett, MPA
Commissioner, District 5
(706) 825-1847

Item # 1



**Administrative Services Committee Meeting
7/9/2012 1:05 PM
Directors clocking in and out**

Department: Clerk of Commission

Caption: Discuss eliminating the requirement for directors to clock in and out each work day. (Requested by Commissioner Lockett)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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Accounts:**

REVIEWED AND APPROVED BY:

Lena Bonner

From: Commissioner William Lockett
Sent: Wednesday, June 20, 2012 1:52 PM
To: Lena Bonner
Subject: Fwd: Agenda Item for Administrative Services Committee

Sent from my iPad

Begin forwarded message:

From: Commissioner William Lockett <WLockett@augustaga.gov>
Date: June 20, 2012 1:51:42 PM EDT
Subject: Agenda Item for Administrative Services Committee

Hello Ms. Lena:

Discuss eliminating the requirement for directors to clock in and out each work day.

Bill Lockett
Commissioner
Sent from my iPad

Please consider the environment before printing this email.

This e-mail contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. The City of Augusta accepts no liability for the content of this e-mail or for the consequences of any actions taken on the basis of the information provided, unless that information is subsequently confirmed in writing. Any views or opinions presented in this e-mail are solely those of the author and do not necessarily represent those of the City of Augusta. E-mail transmissions cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the content of this message which arise as a result of the e-mail transmission. If verification is required, please request a hard copy version.
AED:104.1



**Administrative Services Committee Meeting
7/9/2012 1:05 PM
Fire Department Personnel Sick Leave**

Department: Clerk of Commission

Caption: Adjust Fire Suppression (Fire Department) Personnel Sick Leave from 5.31 hours per pay period to 6.93 hours per pay period for 9 months commencing July 1, 2012 and ending March 31, 2013. On April 1, 2013 sick leave hours will revert back to 5.31 hours per pay period. (Requested by Commissioner Lockett)

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Legal Session to discuss Personnel

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 Commissioner, District 5
 (706) 825-1847

Item # 3



**Administrative Services Committee Meeting
7/9/2012 1:05 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on June 11, 2012.

Background:

Analysis:

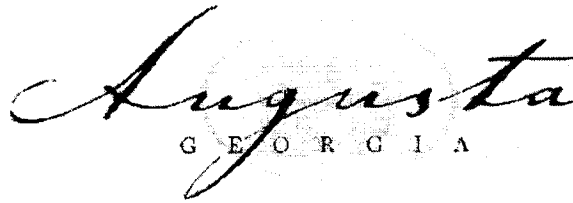
Financial Impact:

Alternatives:

Recommendation:

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Administrative Services Committee Meeting Commission Chamber - 6/11/2012

ATTENDANCE:

Present: Hons. Lockett, Chairman; Aitken, Vice Chairman; Brigham, member.

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

ADMINISTRATIVE SERVICES

- | | |
|---|---|
| 1. Motion to approve the minutes of the Administrative Services Committee held on May 29, 2012. | Item
Action:
Approved |
|---|---|

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Matt Aitken	Commissioner Jerry Brigham	Passes

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**Administrative Services Committee Meeting
7/9/2012 1:05 PM
Pine Street Development**

Department: Clerk of Commission

Caption: HCD Director will discuss Pine Street Development and other related activities as presented in the June 18 Questionnaire. Director will be prepared to respond to queries presented by the committee. (Requested by Commissioner Lockett)

Background:

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Finance Committee

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Legal Session to discuss Personnel

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Bill Lockett, MPA
 Commissioner, District 5
 (706) 825-1847

Item # 5

**Questions for Mr. Wheeler
June 18, 2012
Administrative Services Committee Work Session**

Pine Street Development:

(1) Total construction cost, to include:

Contracts

Change Orders

Developers Fees

Sales Price

Subsidies Provided

(2) Amount of bond funds that have been expended to date.

(3) Provide a detailed breakdown of usage of bond funds as it relates to Pine Street Project.

(4) List amount of funds expended to build each house and provide sale price.

(5) What is the amount of bond funds and federal funds that have been expended on APD to include contracts and amendments?

(6) What is the amount of bond funds and federal funds expended to JB Construction? Include all contracts, change orders, and developer fees. Provide a breakdown of each.



**Administrative Services Committee Meeting
7/9/2012 1:05 PM
Regency Mall**

Department: Clerk of Commission

Caption: Update from the Administrator and the Engineering Director on progress made on development of Regency Mall and the status of the 13.5 acre lake that 3.5 million dollars of SPLOST funds were allocated. Provide time frame for action and explain what steps could be taken to expedite this overdue project. (Requested by Commissioner Lockett)

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Legal Session to discuss Personnel

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Item # 6



**Administrative Services Committee Meeting
7/9/2012 1:05 PM
SES Pay Disparity**

Department: Clerk of Commission

Caption: Receive information from the Administrator relative to the SES Pay Disparity. (Requested by Commissioner Lockett)

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Item # 7