

**Board of Commissioners**

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Shirley Fanning Lasseter, District 1  
Lynette Howard, District 2  
Mike Beaudreau, District 3  
John Heard, District 4



## **Work Session Agenda**

### **Tuesday, March 15, 2011 - 10:00 AM**

#### **I. Call To Order**

#### **II. New Business**

##### **I. Commissioners**

**2011-0298 Approval** to accept the resignation of Theresa M. Livsey-Lemons from the Human Relations Commission. Term Expires August 31, 2011.

##### **2. Multiple Departments**

**2011-0269 Approval** to renew BL022-08, purchase of janitorial supplies on an annual contract, (April 01, 2011 through March 31, 2012), Department of Community Services, Department of Corrections, Department of Fire and Emergency Services, Sheriffs Department, Department of Support Services, and Department of Water Resources, to the low bidders as follows: Gainesville Janitor Supply and Calico Industries, Inc., base amount \$159,055.20 (negotiated cost savings of approximately \$1,650.00). (Staff Recommendation: Approval)

##### **3. Community Services/Phil Hoskins**

**2011-0277 Award BL007-II**, aquatic facilities-phase one renovations, Department of Community Services, to low bidder, Poolside, Inc., amount not to exceed \$193,540.00. Authorization for Chairman/Vice Chairman to execute contracts subject to approval by the Law Department and proof of authenticity of bonds. Contracts to follow award. (Staff Recommendation: Award)

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**II. New Business**

**3. Community Services/Phil Hoskins**

**2011-0273 Approval** to renew BL026-10, provision of swimming pool maintenance and repair on an annual contract, (April 06, 2011 through April 05, 2012), Department of Community Services, to the low bidder, Poolside, Inc., base bid \$120,000.00 (negotiated cost savings of approximately \$2,400.00); and ratification of contract (April 06, 2010 through April 05, 2011), base bid \$120,000.00. (Staff Recommendation: Approval)

**2011-0236 Approval/authorization** for Chairman/Vice Chairman to execute Community Service Agency Agreements in order for Gwinnett County Parks & Recreation and the Environmental & Heritage Center to continue to participate in the Community Service Program and utilize community service workers from Professional Probation Services and Southeast Corrections. Both Parks & Recreation and the Environmental & Heritage Center utilize this program for custodial and grounds maintenance which reduces operational costs for Gwinnett County. Commission District - All (Staff Recommendation: Approval)

**2011-0240 Approval/authorization** for Senior Services to prepare and package meals in our commercial kitchen, which will then be sold to two GRN Community Service Board sites, for the period January 1, 2011 through December 31, 2011. Items in this budget include food, disposables, temporary staff to help in preparing, packaging and delivering the meals, operating costs and supplies. All Commission Districts (Staff Recommendation: Approval)

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**II. New Business**

**4. County Administration**

**2011-0261 Approval/authorization** of a resolution implementing revised revenue forecasts within the General Fund for fiscal year 2011. (Staff Recommendation: Approval)

**2011-0287 Approval/authorization** of a Resolution directing the creation of a Budget Stabilization Reserve within the General Fund; designating the unreserved/undesignated contribution to fund balance at the close of fiscal year 2010 to be placed into the Budget Stabilization Reserve; outlining the planned use of such reserves; authorizing the amendment to the fiscal year 2011 budget and financial plan; and providing for the closing of the reserve at the conclusion of fiscal year 2013. (Staff Recommendation: Approval)

**5. Financial Services/Maria Woods**

**2011-0238 Approval/authorization** to submit to the U.S. Department of Housing and Urban Development amended Action Plans for FY 2008-10. These amendments will reallocate funds within the HOME grant programs. The budget transfer will allow Lawrenceville Housing Authority the funding needed to acquire, rehabilitate, and sell foreclosed single-family homes to income-eligible households. Approval and Authorization to implement the programs as on the attached Action List; and for the Chairman/Vice Chairman, or designee, to sign any necessary grant document subject to Law Department approval. (Staff Recommendation: Approval)

**2011-0295 Approval/authorization** to apply for and accept a grant award from U.S. Department of Housing and Urban Development in the amount of \$2,065,581. This grant proposal will allow the County to address residential foreclosure concerns in targeted neighborhoods. Approval and Authorization to implement the programs as described on the attached Application and Action List. Approval and Authorization for the Chairman/Vice Chairman, or designee, to sign any necessary grant document subject to Law Department approval. (Staff Recommendation: Approval)

## **II. New Business**

### **6. Fire Services/Bill Myers**

**2011-0288 Award BL107-10**, purchase of medical supplies on an annual contract, (March 16, 2011 through March 15, 2012), Department of Fire and Emergency Services, to the low responsive bidders, per attachment A, total base bid \$350,193.12. (Staff Recommendation: Award)

**2011-0252 Approval/authorization** for the Department of Fire and Emergency Services to participate in the Georgia Firefighters Burn Foundation "Give Burns the Boot" campaign. The dates the program will be held are May 7, 14, and 21, 2011. Again this year, the Burn Foundation will rebate a 10% credit to participating departments to be used for fire safety and education materials. Finally, and most importantly, the funds collected benefit our citizens, firefighters and their families who have been touched by the tragedy of severe burns. Our Department raised over \$35,000.00 last year for the Burn Foundation. (Staff Recommendation: Approval)

**2011-0254 Approval/authorization** for the Department of Fire and Emergency Services to accept a \$216,000.00 grant from the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS). Also, approval/authorization for the Chairman/Vice Chairman or designee to sign grant agreement and any other necessary grant documents subject to legal review. The grant will be utilized to purchase nine (9) defibrillators. The approved project costs total to \$270,000.00. The Federal share is 80 percent or \$216,000.00 of the approved amount and the Department's share is 20 percent or \$54,000.00. There will be a minimal impact to the Operating Budget relating to annual maintenance costs of the units. (Staff Recommendation: Approval)

### **7. Human Resources/Kenneth Poe**

**2011-0266 Approval** to renew RP012-07, promotional examination for protective services on an annual contract, (June 25, 2011 through June 24, 2012), Department of Human Resources, with Industrial Organizational Solutions, Inc. d/b/a I/O Solutions, Inc., base amount \$100,000.00. (Staff Recommendation: Approval)

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**II. New Business**

**8. Information Technology Services/John Matelski**

**2011-0271 Approval** to renew RP040-07, desktop computer hardware leasing, (March 31, 2011 through March 30, 2012), Department of Information Technology Services, with Dell Marketing, L.P., base amount \$1,365,369.39. (Staff Recommendation: Approval)

**9. Planning & Development/Bryan Lackey**

**2011-0243 Ratification** of plat approvals for December 1, 2010 thru December 31, 2010, and January 1, 2011 thru January 31, 2011 (Staff Recommendation: Approval)

**10. Police Services/Charlie Walters**

**2011-0260 Approval/authorization** to accept a grant awarded to the Gwinnett County Office of Emergency Management by the Georgia Emergency Management Agency (GEMA) from the Department of Homeland Security (DHS) FY2010 Homeland Security Citizen Corps Grant Program in the amount of \$15,000.00 with no matching funds required. Approval/authorization for the Chairman to designate the Department of Financial Services Director to execute grant documents and any other necessary documents, subject to review by the Law Department. (District: All)

**11. Support Services/Steve North**

**2011-0275 Approval** to accept funds from the Clerk of Court (Clerk's Imaging Account) in the amount of \$11,000.00 and to increase Department of Support Services budget by the same amount for conference room furnishings. (Staff Recommendation: Approval)

**2011-0278 Approval/authorization** to declare as surplus +/- 4.88 acres of land and associated improvements (Tax Parcel 7-232-006) and dispose of in accordance with O.C.G.A. 36-9-3 for a price not less than 85% of the appraised value. Authorization for the Chairman/Vice Chairman to execute any and all documents to effectuate said transaction. District 4/Heard (Staff Recommendation: Approval)

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**II. New Business**

**12. Tax Commissioner/Katherine Meyer**

**2011-0267 Award BL003-11**, provide merchant services for a credit card convenience fee program on an annual contract, (June 12, 2011 through June 11, 2012), Department of Tax Commissioner, to low bidder, Value Payment Systems, LLC., base bid \$230,849.70 (no cost to the County, fees paid by citizens). Authorization for Chairman/Vice Chairman to execute contracts subject to approval by the Law Department. Contracts to follow award. (Staff Recommendation: Award)

**13. Transportation/Brian Allen**

**2011-0187 Approval** to incorporate into the Gwinnett County Street Lighting District one subdivision - Spalding Ferry, estimated revenue \$209.30, estimated operating costs \$205.44, Commission District 2/Howard (Staff Recommendation: Approval)

**2011-0241 Approval/authorization** for Chairman/Vice Chairman to execute Supplemental Agreement No. 1-Final with Strickland & Sons Pipeline, Inc. for Hurricane Shoals Road at Dacula Road, M-0056-02, total reduction \$78,691.32 revised contract amount \$444,544.18, 2001 Sales Tax Program, Commission District 3/Beaudreau (Staff Recommendation: Approval)

**2011-0283 Approval/authorization** for Chairman / Vice Chairman to execute Supplemental Agreement No. 1 - Final with G.P.'s Enterprises, Inc. for Webb Gin House Road (SR 124 to Dogwood Road), F-0580 and SR 124 at Webb Gin House Road, M-0528, total reduction \$446,427.26, total increase \$16,835.44, revised contract amount \$4,052,503.80, 2005 Sales Tax Program, Commission Districts 3/Beaudreau and 4/Heard (Staff Recommendation: Approval)

**2011-0284 Approval/authorization** for Chairman/Vice Chairman to execute Supplemental Agreement No. 1 - Final with Urey Companies, LLC for North Road at Pinehurst Road, M-0530 and Ridgedale Drive (1,100' west of Pinehurst Road), M-0580, total reduction \$346,149.11, total increase \$3,500.00, revised contract amount \$926,350.89, 2005 Sales Tax Program, Commission District 3/Beadreau (Staff Recommendation: Approval)

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**II. New Business**

**14. Water Resources/Lynn Smarr**

**2011-0270 Approval/authorization** for the Chairman/Vice Chairman to execute the Memorandum of Understanding with the Georgia Department of Transportation for work associated with the SR 316 Collins Hill Road to Hi Hope Road Intersection Improvement Utility Relocation project. District 4/Heard (Staff Recommendation: Approval)

**III. Old Business**

**I. Commissioners**

**2011-0081 Approval** of appointment to the Gwinnett Convention & Visitors' Bureau. Term Expires December 31, 2012. All Districts (Tabled on 02/15/2011)

**2011-0165 Approval** of appointment to the Planning and Development Procedures Study Committee. Term Expires May 27, 2011. District 3/Beaudreau (Tabled on 02/15/2011)

**2. Planning & Development/Bryan Lackey**

**2011-0112 Approval/authorization** of PMO-2011, to amend the Code of Ordinances of Gwinnett County by repealing Article VIII, "Building Numbering", and Article X, "Property Maintenance", of Chapter 14 of the Code of Ordinances of Gwinnett County in their entirety and replacing them with a new Article X of Chapter 14, entitled "Property Maintenance" and to amend the Department of Planning and Development's Fee Schedule to add fees for certain new permits. (Tabled on 03/01/2011)

**2010-1030 Rezoning SUP2010-00063**, Applicant: Randy West, Owner: Randy West, for a Special Use Permit in an RA-200 Zoning District to Allow a Special Events Facility, District 1 Land Lot 001 Parcel 007A, 3100 Block of Hamilton Mill Road, 3.67 Acres. District 4/Heard (Tabled on 02/22/2011)(Public hearing was held)[Planning Department Recommendation: Approve with Conditions][Planning Commission Recommendation: Approve with Conditions]

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**III. Old Business**

**3. Transportation/Brian Allen**

**2011-0052 Approval** of incorporation into the Gwinnett County Speed Hump Program, Flowers Crossing, M-0092-78, estimated cost \$14,000.00, 2001 Sales Tax Program, Commission District 3/Beaudreau (Tabled on 01/25/2011) (Public hearing was held) (Staff Recommendation: Approval)

**IV. Adjournment**