



GWINNETT COUNTY  
**BOARD OF COMMISSIONERS**

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Nicole L. Hendrickson, Chairwoman  
Kirkland Dion Carden, District 1  
Ben Ku, District 2  
Jasper Watkins III, District 3  
Matthew Holtkamp, District 4

Official  
**Work Session Minutes**  
**Tuesday, January 2, 2024 - 10:00 AM**

Present: Nicole L. Hendrickson, Kirkland Carden, Ben Ku, Jasper Watkins III, Matthew Holtkamp

## I. Call To Order

## II. Approval of Agenda

{Action: Approved Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}

## III. New Business

### 1. Commissioners

**2024-0026 Approval** to appoint Kirkland Carden as the Vice Chairman of the Board of Commissioners for 2024.

Consent – Ku

**2024-0027 Approval** to appoint Incumbent Bryan Kerlin to the Gwinnett County Water & Sewerage Authority. Term expires December 31, 2024. Chairwoman's Appointment

Consent – Hendrickson

**2024-0028 Approval** to appoint Incumbent David Witham to the Gwinnett County Water & Sewerage Authority. Term expires December 31, 2024. District 4/  
Holtkamp

Consent – Holtkamp

**2024-0029 Approval** of appointment to the Gwinnett County Water & Sewerage Authority. Term expires December 31, 2024. Incumbent Curt Thompson.  
District 1/Carden

Consent – Carden – Appoint Curt Thompson

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**III. New Business**

**1. Commissioners**

**2024-0030 Approval** of appointment to the Gwinnett County Water & Sewerage Authority. Term expires December 31, 2024. Incumbent William B. Martin.  
District 3/Watkins

**Consent – Watkins – Appoint William B. Martin**

**2024-0031 Approval** of appointment to the Gwinnett County Water & Sewerage Authority. Term expires December 31, 2024. Incumbent J.C. Lan. District 2/Ku

**Consent – Ku – Appoint J.C. Lan**

**2024-0032 Approval** to cancel or move the following meetings of the Board of Commissioners: cancel the Tuesday, April 2, 2024 10:00 a.m. Work Session and 2:00 p.m. Business Session; move the Tuesday, May 28, 2024 7:00 p.m. Public Hearing to Tuesday, May 21, 2024; cancel the Tuesday, July 2, 2024 10:00 a.m. Work Session and 2:00 p.m. Business Session; move the Tuesday, November 19, 2024 10:00 a.m. Work Session and 2:00 p.m. Business Session to Tuesday, November 12, 2024; move the Tuesday, November 26, 2024 7:00 p.m. Public Hearing to Tuesday, November 12, 2024; move the Tuesday, December 17, 2024 10:00 a.m. Work Session and 2:00 p.m. Business Session to Tuesday, December 10, 2024; move the Tuesday, December 24, 2024 7:00 p.m. Public Hearing to Tuesday, December 10, 2024.

**Consent – Ku**

**2. Community Services/Tina Fleming**

**2024-0012 Approval/authorization** to renew Memorandum of Understanding with the University of Georgia Cooperative Extension Service for Extension staff funding, and to authorize the Chairwoman to execute any and all renewal documents. Subject to approval as to form by the Law Department. (Staff Recommendation: Approval)

**Consent – Holtkamp**

**3. Financial Services/Buffy Alexzulian**

**2024-0025 Award RP020-23**, provision of County-wide digital multi-functional imaging devices and management services on a multi-year contract, to Standard Office Systems. The initial term of this contract shall be January 2, 2024 through December 31, 2024, base amount \$474,946.20 (this represents a 30.9% decrease from the previous contract). This contract may be automatically renewed on an annual basis, for a total lifetime contract term of five (5) years, total base amount \$2,374,731.00. Contract to follow award. Subject to approval as to form by the Law Department. (Staff Recommendation: Award)

**Consent – Holtkamp**

### **III. New Business**

#### **3. Financial Services/Bufy Alexzulian**

**2024-0005 Approval** of tax digest corrections, including changes to the digest, additions, deletions and errors discovered during the billing and collection process of the Tax Assessors' and Tax Commissioner's offices. Adjustments amount to an increase of assessed value in the amount of \$208,076,060.00, a decrease in assessed value of \$54,500,010.00 for a net increase of \$153,576,050.00 for tax years 2018 through 2023. (Staff Recommendation: Board of Assessors Approved on December 6, 2023, Vote 3-0.)

**Consent – Holtkamp**

**2024-0037 Approval** and adoption of the fiscal year 2024 Operating, Capital, and Grants Budgets and the preliminary approval of the 2025-2029 Capital Improvement Plan. (Staff Recommendation: Approval)

**Discussion – Holtkamp**

**2024-0017 Approval/authorization** of the November 30, 2023 Monthly Financial Status Report and ratification of all budget amendments.

**Consent – Ku**

#### **4. Law Department/Michael P. Ludwiczak**

**2024-0046 Approval/authorization** for Declaration of Taking Condemnation proceedings for the property of Nathan and Erin Rhatigan, and MERS as nominee for CF Bank, National Association, consisting of 2,327 square feet of permanent utility easement, Tax Parcel No. R6346 033, 4607 Armley Pt., Peachtree Corners, GA 30092, amount \$35,400.00. Subject to the approval as to form by the Law Department.

**Consent – Carden**

#### **5. Water Resources/Rebecca Shelton**

**2024-0006 Award OS043-23**, provision of products and services for Netzsch equipment on an annual contract (January 2, 2024 through January 1, 2025), to The TDH Company, base amount \$150,000.00. (Staff Recommendation: Award)

**Consent – Watkins**

**2024-0008 Approval** to renew OS034-20, purchase of products and services for Hach equipment on an annual contract (January 18, 2024 through January 17, 2025), with Hach Company, base amount \$750,000.00. (Staff Recommendation: Approval) (Water and Sewerage Authority Approved on December 4, 2023, Vote 4-0.)

**Consent – Carden**

**2024-0010 Approval** to renew OS026-19, provision of products and services for Ovivo equipment on an annual contract (January 2, 2024 through January 1, 2025), with Ovivo USA, LLC, base amount \$400,000.00. (Staff Recommendation: Approval)

**Consent – Watkins**

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**IV. Old Business**

(The following items will be considered at the 2:00 PM Business Session)

**1. Commissioners**

**2023-1090 Approval** of appointment to the Gwinnett Animal Advisory Council. Term expires December 31, 2025. Incumbent Lila Hunter. District 1/Carden (Tabled on 12/5/2023)

**2023-1099 Approval** of appointment to the Gwinnett County Planning Commission. Member serves a one-year term beginning January 1st of each year and member may be removed by a majority vote of the Board of Commissioners at any time. Term expires December 31, 2024. Incumbent MB Strickland. District 2/Ku (Tabled on 12/12/2023)

**V. Adjournment**

{Action: Adjourn Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}