



MINUTES

STATE OF GEORGIA BOARD OF COMMISSIONERS COUNTY OF DOUGLAS

April 18, 2023

CALL TO ORDER

Members Present

Mark Alcarez, Kelly Robinson, Tarenia Carthan, Lisa Watson, Michael Coleman, Sherri Mathis, David Corbin, Tiffany Stewart-Stanley

Members Absent

INVOCATION - Rick Martin, Fire & EMS Public Information Director

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Public Comment allows the Board the opportunity to listen to the public. The public is invited to participate in the Work Sessions and the Commission Meetings by registering in Citizens Hall at least ten (10) minutes prior to the start of the meeting. Please include your name, email address, phone # and topic. As a reminder, Comments at the Work Session may be made regarding any item of public interest. Comments at the Commission Meeting must be germane to the agenda. For more information, contact the County Clerk, Lisa Watson, lwatson@douglascountyga.gov or 770-920-7416.

APPROVAL OF MINUTES

Chairman asked if there were any additions, corrections or deletions to the minutes. Being none they were approved.

1. Commission Meeting Minutes of April 11, 2023.
2. Work Session Meeting Minutes of April 10, 2023.
3. Executive Session Meeting Minutes of April 10, 2023.

FINANCIAL REPORT

- Acceptance of monthly Financial/Budget Report for the month of March 2023
(Roselyn Miller)

Financial Report was accepted.

PROCLAMATIONS

4. Proclaiming the week of April 23-29, 2023 as National Crime Victims' Rights Week in Douglas County. (**Dalia Racine, District Attorney**)

District Attorney Racine presented Judge McClain, Judge Adams, Judge Warren, Judge Barker, Judge Camp and Judge Caldwell with certificates.

MARK ALCAREZ MOTIONED TO APPROVE THE PROCLAA.

KELLY ROBINSON SECONDED THE MOTION.

MOTION CARRIES 3-0.

5. Proclaiming the week of April 23-April 29 as National Library Week in Douglas County. (**Lindy Moore**)

KELLY ROBINSON MOTIONED TO APPROVE THE PROCLAMATION.

MARK ALCAREZ SECONDED THE MOTION.

MOTION CARRIES 3-0.

NEW BUSINESS

6. Appointment of Linda Henson as Resident Commissioner to the Douglas County Housing Authority to fill an unexpired term effective immediately.

MARK ALCAREZ MOTIONED TO APPROVE THE BOARD APPOINTMENT.

KELLY ROBINSON SECONDED THE MOTION.

MOTION CARRIES 3-0.

7. Authorization for the Chairman or Vice Chairman to execute an employment agreement with Ferrow Alexander as District 2 Legislative Aide pending final legal review.

KELLY ROBINSON MOTIONED TO APPROVE THE EMPLOYMENT AGREEMENT.

MARK ALCAREZ SECONDED THE MOTION.

MOTION CARRIES 3-0.

BUSINESS ITEMS

8. Authorization to amend the Douglas County Code of Ordinances regarding Chapter 5 - Article XI (Animal Control Advisory Board). (Tabled 3/21/23)

KELLY ROBINSON MOTIONED TO UNTABLE THE ITEM

TARENIA CARTHAN SECONDED THE MOTION

MOTION CARRIES 3-0

Vanessa Francikowski - we are coming to update the bylaws.

KELLY ROBINSON MOTIONED TO APPROVED THE ORDINANCE CHANGE.

TARENIA CARTHAN SECONDED THE MOTION.

MOTION CARRIES 3-0.

CONSENT AGENDA

MARK ALCAREZ MOTIONED TO APPROVE THE CONSENT AGENDA.

KELLY ROBINSON SECONDED THE MOTION.

MOTION CARRIES 3-0.

9. Authorization for the Chairman or Vice Chairman to execute an Memorandum Of Agreement with West Virginia University for social work internship with Juvenile Programs pending final legal review.
10. Authorization to accept and approve a quote from Johnson Controls for a fire panel in the amount of \$79,127.90 to be funded through 2022 capital funds and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
11. Approval to award a contract pursuant to Solicitation 23-014 to Brightview Landscape Services, Inc. to provide additional monthly litter pick up services, on fifteen (15) roadways, in the amount of \$5,476.80 per month and "spot check" litter pick up at a cost of \$92.50 per mile, on six (6) roadways, to be funded through Public Works DOT Maintenance's annual budget and authorize the Chairman or Vice Chairman to sign all related documents, pending final Legal review.
12. Approval of Landmark Consulting Task Order #2, Policies and Procedures Advisory Services for review of County Grant Management Policy, in the amount of \$8,000 to be funded through the department's existing budget and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
13. Approval of Change Order # 1 in the amount of \$15,992.75 on the contract with The Corbet Group, LLC for Stewart Mill Road at Reynold Road Intersection Improvement project, to be funded from 2016 SPLOST funds, as recommended by the Transportation Committee, and authorize the Chairman or Vice Chairman to sign all related documents, pending final legal review.
14. Approval of Supplemental Agreement #4 in the amount of \$17,000.00 on the contract with Jacobs Engineering Group for design services during construction of Stewart Mill Road at Reynolds Road Intersection Improvement project, to be funded from 2016 SPLOST funds, as recommended by the Transportation Committee, and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
15. Authorization to upgrade intersection control methods on Lithia Springs Senior Center Driveway at Groover Lake Road to a Flashing Sign Warning, Old Douglasville Road at Brownsville Road to a Multi-Way Stop, Rock House Road at Rock Hill Parkway to a Multi-Way Stop and Mt Vernon Road at S. Sweetwater to a Traffic Signal, as recommended by the Transportation Committee, and authorize the Chairman or Vice Chair to sign all related documents, pending final legal review.
16. Approval to reclassify S. Sweetwater Road from Mt Vernon Road to Lee Road as a collector road, Beechwood Drive from Mt Vernon Road to S. Sweetwater Road as a local road and Sinyard Road from Beechwood Drive to Skyview Drive as a local road, as recommended by the Transportation Committee and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
17. Approval of a temporary employment agreement with former Tax Assessor employee, LeAnn Tyson, to assist with 2023 Digest preparation for a term not to exceed three months at an hourly rate of \$25 per hour (Total of \$12,000) to be funded through the department's existing budget and authorize the Chairman or

Vice Chairman to sign all related documents pending final legal review.

18. Approval of an Appraisal Services Agreement with Tyler Technologies, Inc. to assist the Assessor's office with analytical and technical support with completing the 2023 Digest not to exceed \$20,000 to be funded through the department's existing budget and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
19. Approval of a contract with Oversight Systems, Inc. to provide oversight activity and monitoring for the Douglas County procurement card program in the amount of \$48,750 through December 31, 2023 to be funded through Procurement's existing budget and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
20. Approval of an Intergovernmental Agreement (IGA) with the City of Villa Rica resolving SDS and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.
21. Approval of an Intergovernmental Agreement (IGA) with the City of Villa Rica resolving LOST and authorize the Chairman or Vice Chairman to sign all related documents.
22. Authorization to amend the Memorandum of Understanding between Douglas County Board of Commissioners and the Georgia Department of Driver Services, amend the scope of work between the two parties and make a payment to the State of Georgia in the amount of \$300,000 to cover a shift in scope including curb, gutter, and utilities to be funded from 2023 Capital funds and authorize the Chairman or Vice Chairman to sign all related documents necessary to transfer the property over to the State of Georgia as previously agreed to by the existing MOU at the appropriate time, pending final legal review.
23. Approval and acceptance of a deductive change order in the amount of \$236,851.56 from F.H. Paschen in regard to the Driver Services Project and authorize the Chairman or Vice Chairman to sign all related documents pending final legal review.

APPROVAL OF EXPENSES

24. Approval of reimbursement expenses for Commissioner Alcaez for the month of March 2023 in the amount of \$528.65 (ACCG Training).

KELLY ROBINSON MOTIONED TO APPROVE THE EXPENSES.

TARENIA CARTAN SECONDED THE MOTION.

MOTION CARRIES 3-0.

ANNOUNCEMENTS

Commissioner Robinson - welcomed his new Legislative Aide to the team, Ferrow Bridges. He comes with 10 years of experience. Full disclosure - this is the son of State Representative Kimberly Alexander.

Commissioner Alcaez - Meeting today to determine the new location of the Dog Park in Clinton Park.

Douglas County will introduce its draft land use concepts for the Comprehensive Plan Update through a series of open house events in March and April. The public is invited to view the project on the Douglas County Happenings website. The Planning Department will be available to engage with the community during open house hours every Friday afternoon between March 17 and April 28, 2023. The Planning Department will also be on hand to share information at many other events, including District Town Halls and public meetings. A complete list is available on the project website. All drafts of the land use concepts are generally online, and feedback can be provided through the website at <https://www.celebratedouglascounty.com/727/Comprehensive-Plan-Update>.

The Douglas County Masterclass series on Financial Literacy & Entrepreneurship will be held on April 20, 2023 at 11:00 am at the Douglas County Library at 6810 Selman Drive, Douglasville, with Kim Holder, Director of the University of West Georgia's Center for Economic Education and Financial Literacy and Senior Lecturer of Economics at the University of West Georgia's Richards College of Business

Douglas County invites stakeholders who live or work, in the community, to join the conversation on the future of transit by participating in the upcoming Transit Master Plan surveys available at connectdouglas.com/DouglasCountyTMP. The Douglas County Transit Master Plan will balance the technical analysis with a robust public engagement process.

Douglas County Senior Services, Douglas County Parks & Recreation, and Douglasville Parks & Recreation will host a "Senior Prom" on Wednesday, May 24, 2023, from 6:00 - 9:00 pm at the Douglasville Conference Center, 6700 Church Street. Must be 55 and older to attend and registration is required. For registration information, please visit celebratedouglascounty.com or call 770-920-7575.

The next BOC Work Session and Commission Meetings of May 1st and 2nd are rescheduled for May 2nd and 3rd (Tuesday and Wednesday).

The Probate Office will be open on the following Saturdays from 9:00 am - 3:00 pm for all probate services: July 8, 2023, and October 7, 2023.

EXECUTIVE SESSION

RECONVENE AS NECESSARY

ADJOURN

WITH REGARDS TO ALL MOTIONS PASSED, THE FOLLOWING APPLIES:
TO WHATEVER EXTENT THIS RESOLUTION (MOTION AND ORDINANCE)
AFFECTS COUNTY REVENUES AND/OR EXPENDITURES THEN THE OFFICIAL

COUNTY BUDGET IS HEREBY AMENDED TO GIVE EFFECT TO THIS
RESOLUTION (MOTION AND ORDINANCE).

RESPECTFULLY,

DR. ROMONA JACKSON JONES, CHAIRMAN

HENRY MITCHELL III, MEMBER

KELLY ROBINSON, VICE CHAIRMAN

TARENIA CARTHAN, MEMBER

ANN JONES GUIDER, MEMBER

LISA WATSON, COUNTY CLERK