



Administrative Services Committee Meeting Commission Chamber - 1/9/2023

ATTENDANCE:

Present: Hons. Garnett Johnson, Mayor; Scott, Chairman; Lewis, Vice Chairman; Johnson, member.

Absent: Hon. Frantom, member.

ADMINISTRATIVE SERVICES

1. Motion to approve the lease of two sewer vacuum trucks for the Augusta Utilities Department - Construction and Maintenance Division from Environmental Products of Georgia in the amount of \$965,800.00 for the lease and authorize the Mayor and Law Department to execute any necessary documents (ITB 22-275). ·
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

2. Motion to approve the Animal Service Department to affix custom decals for the Mobile Adoption Van.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

3. Motion to approve Augusta's legislative agenda priorities for the 2023 legislative session.
- Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

4. Award the contract for partial replacement of the carpet in the Main Library on Telfair Street to CCS Flooring Tech, LLC of Augusta in the amount of \$34,984.35.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

5. Approve Change Order # 3 as presented by 2KM in the amount of \$104,259.77 to complete the renovation of the three-story structure on Fenwick Street for DFACS.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

6. Receive an update on the city's current Disparity Study and recommended next steps. (Requested by Commissioner Stacy Pulliam)

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be received as information without objection.			

7. Discuss filling the four ARC vacancies on the DBHDD Advisory Council. (Requested by Commissioner Stacy Pulliam)

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
	It was the consensus of the committee that this item be received as information without objection.			

8. Motion to approve Augusta, Georgia's receipt of \$3,960,000.00 from the Office of Lead Hazard Control and Healthy Homes (OLHCHH) U.S. Department of Housing and Urban Development (HUD). Motion to a) Accept OLHCHH funds from HUD b) Allow HCD to move forward with implementation of recommended usage plan, c) Allow HCD to hire three (3) additional FT staff persons (concurrent with the term of grant)/provide supplemental pay (where applicable) for all affected employees, and d) Instruct Finance department to add available funding to HCDs budget for immediate use and implementation (upon receipt).

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Delete				Passes

Motion to approve deleting this item from the agenda.
Motion Passes 3-0.

Commissioner Jordan
Johnson

Commissioner
Francine Scott

9. Motion to approve Housing and Community Development Department's (HCD's) request to provide additional funding to support the construction of three (3) single family ADA accessible rental units on Lee Beard Way through Laney Walker Development Corporation.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

10. Motion to approve HCD's request for partnership with WDC and BBNCT to identify/develop up to thirty (30) workforce units at 1102 Laney Walker Blvd within Laney Walker/Bethlehem.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

11. Motion to approve HCD's contract procedural process relative to authorization of Agreements/Contracts/HUD Forms related to HCD's federally funded programs for the first quarter of calendar year 2023.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

12. Motion to approve HCD's Laney Walker/Bethlehem Revitalization Project contract procedural process relative to authorization of Agreements/Contracts/Task Orders, for the first quarter of calendar year 2023.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

13. Motion to approve the minutes of the Administrative Services Committee held on November 29, 2022.

**Item
Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

14. Motion to approve the second year of a three-year contract with Holland & Knight LLP for State Lobbying and Legislative Representation Services (22-300) for a total not to exceed \$102,000.00 for the year.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

15. **Discuss/approve** amending the current Administrator's Job Description **1)** six (6) months of experience as an Administrator **2)** advertising for the position starting December 1, 2022 for 30-45 days and **3)** with interviews starting February 1, 2023. **(Referred from the September 6, 2022 Commission meeting)**

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve amending the current Administrator job description by requiring six months of experience as an Administrator, start advertising the position on March 1 and with interviews to begin 60 days thereafter. Motion Passes 3-0.	Commissioner Jordan Johnson	Commissioner Francine Scott	Passes

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