



**Bulloch County  
Board of  
Commissioners  
Regular Meeting**

**05.05.2015  
Estimated Time: 1 Hour & 30 Minutes  
North Main Annex Community Room  
Statesboro, Georgia  
5:30 PM**

Meeting Function:	<b>Board of Commissioners</b>	Type of Meeting:	<b>Regular Meeting</b>
Meeting Chair:	<b>Chairman, Garret Nevil (Presiding)</b>	Recorder:	<b>Clerk of the Board, Olympia Gaines</b>
Parliamentarian:	<b>County Attorney, Jeff Akins</b>	Ex-Officio:	<b>Tom Couch, County Manager; Andy Welch, Assistant County Manager; Whitney Richland, Chief Financial Officer, Randy Newman, Zoning Administrator, Kathy Boykin, Statesboro-Bulloch Airport Director, Chris Hill Warden BCCI</b>

ITEM	RESOURCE PERSON/FACILITATOR	TIME	REFER
Call to Order; Welcome Media and Visitors	Chairman	5:30 PM	
Invocation and Pledge of Allegiance	Commissioner Gibson	5:32 PM	
Roll Call	Clerk	5:34 PM	
Approval of Zoning Agenda	Planning and Zoning	5:35 PM	
Public Hearing: Rezone Request	Doris Miller		Tab A
Public Hearing: Conditional Use Request	Bulloch County		Tab B
Approval of General Business Agenda	Chairman	6:00 PM	
Public Comments	Audience	6:05 PM	
Consent Agenda	Chairman	6:15 PM	
Approve Minutes of the Regular Meeting and Executive Session held on April 21, 2015	Clerk of the Board		Tab C
Authorize the County Manager to execute an agreement With the Georgia Department of Corrections for the FY2016 Intergovernmental Agreement regarding State Inmates	BCCI		Tab D
Authorize the execution of an agreement for compliance auditing	Administration-Finance		Tab E
Authorize a letter of transmittal for nominees to be appointed by the Hospital Authority Board of Directors	Administration- BOC		Tab F
Adopt a resolution to enter into a contract to accept state and federal funding	Transportation/Airport		Tab G
Authorize an award and contract to the lowest and most responsible bidder for construction of a T- Hangar	Transportation/Airport		Tab H
New Business		6:20 PM	
Discussion and /or Action: adopt a resolution authorizing Application for regional transit funding	Community Services		Tab I
Resolution concerning the Board of Education's General Obligation Sales Tax Bonds, Series 2015	County Attorney		Tab J

Commission and Staff Comments	Chairman, et al.	6:40 PM
Executive Session (Personnel)	County Manager	6:50 PM
Adjourn	Chairman	7:05 PM
<b>Additional Information: None</b>		
Background information in Board packets.		

***Board of Commissioners  
Agenda for  
May 5, 2015  
5:30 P.M.***

- 1. Rezone Request.....Doris Miller**
- 2. Conditional Use Request.....Bulloch County  
.....Agent – Air Evac EMS, Inc.**



# Bulloch County Departmental Review

<b>Agenda Item:</b>	1	<b>Meeting Date:</b>	May 5, 2015
<b>Application #:</b>	RZ2015-018	<b>Application Type:</b>	Rezoning
<b>Request:</b>	Doris S. Miller submitted an application to rezone a 5.57 acre parcel from AG-5 (Agricultural 5 acres) to R-80 (Residential 80,000 square feet). The property is located on Ash Branch Church Road.		

<b>Applicant:</b>	Doris Miller	<b>Acres in Request:</b>	5.57
<b>Location:</b>	Ash Branch Church Road	<b>Existing Lots:</b>	1
<b>Map #:</b>	154 000045 003	<b>Requested Lots:</b>	2
<b>Development Name:</b>		<b>Current Zoning:</b>	AG-5
<b>Future Land Use:</b>	Rural-Open Area	<b>Requested Zoning:</b>	R-80
<b>Directions to Property:</b>	Take Hwy 67 and turn left onto Hwy 46. Turn right onto Ash Branch Church Road, cross I-16 and property will be on the left past Buchan Road.		
<b>Planning and Zoning Commission recommendation:</b>	To approve by a 6-0 vote.		

Rezone Standards	Yes	No	Comment
(1) Is the proposed use suitable in view of the zoning and development of adjacent and nearby property?	x		
(2) Will the proposed use adversely affect the existing use or usability of adjacent or nearby property?		x	
(3) Are there substantial reasons why the property cannot or should not be used as currently zoned?		x	Dividing property for two grandsons.
(4) Will the proposed use cause an excessive or burdensome use of public facilities or services, including but not limited to streets, schools, EMS, sheriff or fire protection?		x	
(5) Is the proposed use compatible with the purpose and intent of the Comprehensive Plan?	x		
(6) Will the use be consistent with the purpose and intent of the proposed zoning district?	x		
(7) Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan?		x	
(8) Does the proposed use reflect a reasonable balance between the promotion of the public health, safety, morality, or general welfare and the right to unrestricted use of property?	x		

## LAND USE PLANNING IMPACT

**Future Land Use Map:** The Bulloch County Joint Comprehensive Plan indicates that the property would be appropriate for rural-open area.



# Bulloch County Departmental Review

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**Existing Land Use Pattern:** There are primarily residential and agricultural uses at adjacent and nearby properties.

**Zoning Patterns and Consistency:** The proposed change appears to be consistent with the zoning patterns in the nearby area.

**Neighborhood Character:** There is no evidence that the proposed change in zoning will injure or detract from existing neighborhoods.

**Property Values:** adjacent property values should not be affected due to the change of zoning.

## WATER / SEWER IMPACT

All properties are subject to on-site septic tank installation and a community water system approval as required by the County Health Department. Soil types and proposed lot sizes are compatible and adequate for septic tank installation.

## SOLID WASTE IMPACT

None expected.

## ENVIRONMENTAL IMPACT

No impact is expected.

## FIRE SERVICE

Fire service is available within 1.8 miles (response time 6 minutes) from the Bay Fire Department. No additional resources are required.

## TRAFFIC IMPACT

The capacity and general condition of the roads accessing the proposed development is good. Ash Branch Church Road is a county maintained paved road.

## SCHOOL IMPACT

Minimal impact is expected on existing schools.

## PARKING, ROAD AND DRAINAGE IMPACT

The proposed change should not create a significant traffic impact. Currently, all drainage is natural with no known man-made improvements to the existing development other than roadside drainage ditches and culverts. The accessways/driveways to the site should have proper roadside drainage measures.

## E-911 AND EMERGENCY MANAGEMENT IMPACT

Street addresses can be easily assigned. The County Emergency Management Director should be contacted prior to construction.

## LAW ENFORCEMENT IMPACT

Response time from Bulloch County Sheriff's Department is approximately 30 minutes. However, depending on patrolling patterns and the location of deputies at a given time, this response may be greater or lesser.

## FINAL STAFF RECOMMENDATION

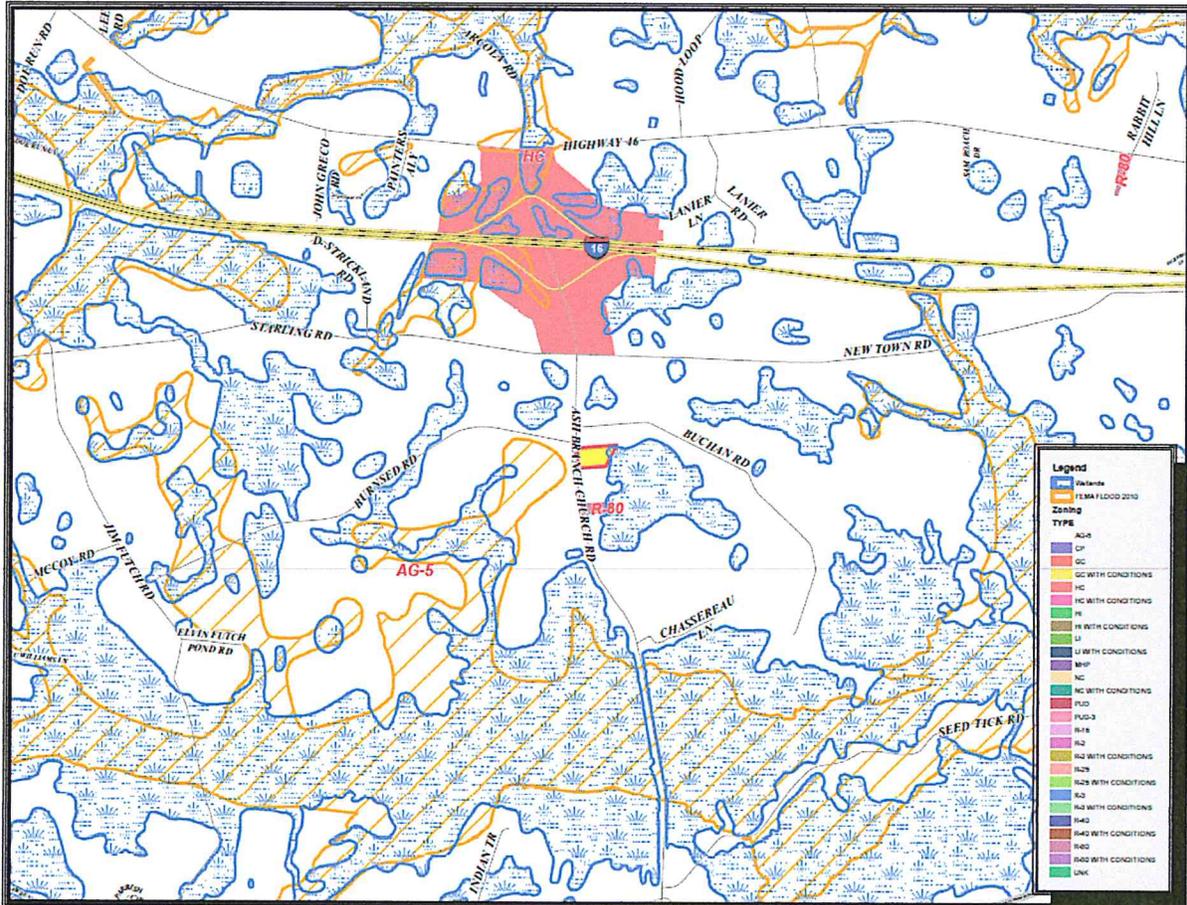
Due to the fact that this is for a family division, the subject property appears suitable for the proposed rezoning.

**The staff recommends approval of the rezoning request.**



# Bulloch County Departmental Review

Staff: Tom Couch, Cnty Mngr; Andy Welch, Cnty Planner; Randy Newman, Zoning Admin.







# Bulloch County Departmental Review

<b>Agenda Item:</b>	2	<b>Meeting Date:</b>	May 5, 2015
<b>Application #:</b>	CU2015-020	<b>Application Type:</b>	Conditional Use
<b>Request:</b>	Bulloch County submitted an application for a conditional use for an Air Ambulance Service. The property consists of 1.75 acres and is located on Hwy 67. Air Evac EMS, Inc. is acting as agent.		

<b>Applicant:</b>	Bulloch County	<b>Total Acres:</b>	1.75
<b>Location:</b>	Hwy. 67	<b>Existing Lots:</b>	1
<b>Map #:</b>	092 000011B001	<b>Current Zoning:</b>	HC
<b>Future Land Use:</b>	Suburban-Corridors		
<b>Directions to Property:</b>	Take Hwy 67 to the Kiwanis Fairgrounds and property will on the left just past the fairground parking lot.		
<b>Planning and Zoning Commission recommendation:</b>	To approve by a 6-0 vote.		

Conditional Use Standards	Yes	No	Comment
(1) Is the type of street providing access to the use adequate to serve the proposed conditional use?	X		
(2) Is access into and out of the property adequate to provide for traffic and pedestrian safety, the anticipated volume of traffic flow, and access by emergency vehicles?	X		
(3) Are public facilities such as schools, EMS, sheriff and fire protection adequate to serve the conditional use?	X		
(4) Are refuse, service, parking and loading areas on the property located or screened to protect other properties in the area from such adverse effects as noise, light, glare or odor?	X		
(5) Will the hours and manner of operation of the conditional use have no adverse effects on other properties in the area?	X		
(6) Will the height, size, or location of the buildings or other structures on the property be compatible with the height, size or location of buildings or other structures on neighboring properties?	X		
(7) Is the proposed conditional use consistent with the purpose and intent of the zoning ordinance?	X		

## LAND USE PLANNING IMPACT

**Future Land Use Map:** The Bulloch County Joint Comprehensive Plan indicates that the property would be appropriate for suburban-corridor area.

**Existing Land Use Pattern:** There are primarily commercial uses at adjacent and nearby properties.

**Zoning Patterns and Consistency:** The proposed use appears to be consistent with the zoning patterns in the nearby area.



# Bulloch County Departmental Review

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**Neighborhood Character:** There is no evidence that the proposed change in use should injure or detract from existing neighborhoods.

**Property Values:** property values should not be affected by the proposed use.

## WATER / SEWER IMPACT

All properties are subject to on-site septic tank installation and a community water system approval as required by the County Health Department. Soil types and proposed lot sizes are compatible and adequate for septic tank installation.

## SOLID WASTE IMPACT

None expected.

## ENVIRONMENTAL IMPACT

No impact is expected.

## FIRE SERVICE

Fire service is available within 1.5 miles (response time 4 minutes) from the Statesboro Fire Department. No additional resources are required.

## TRAFFIC IMPACT

The capacity and general condition of the roads accessing the proposed development is good. Hwy 67 is a state maintained paved road.

## SCHOOL IMPACT

Minimal impact is expected on existing schools.

## PARKING, ROAD AND DRAINAGE IMPACT

The proposed use should not create a significant traffic impact. Currently, all drainage is natural with no known man-made improvements to the existing development other than roadside drainage ditches and culverts. The accessways/driveways to the site should have proper roadside drainage measures.

## E-911 AND EMERGENCY MANAGEMENT IMPACT

Street addresses can be easily assigned. The County Emergency Management Director should be contacted prior to construction.

## LAW ENFORCEMENT IMPACT

Response time from Bulloch County Sheriff's Department is approximately 8 minutes. However, depending on patrolling patterns and the location of deputies at a given time, this response may be greater or lesser.

## FINAL STAFF RECOMMENDATION

The subject property appears suitable for the proposed use.

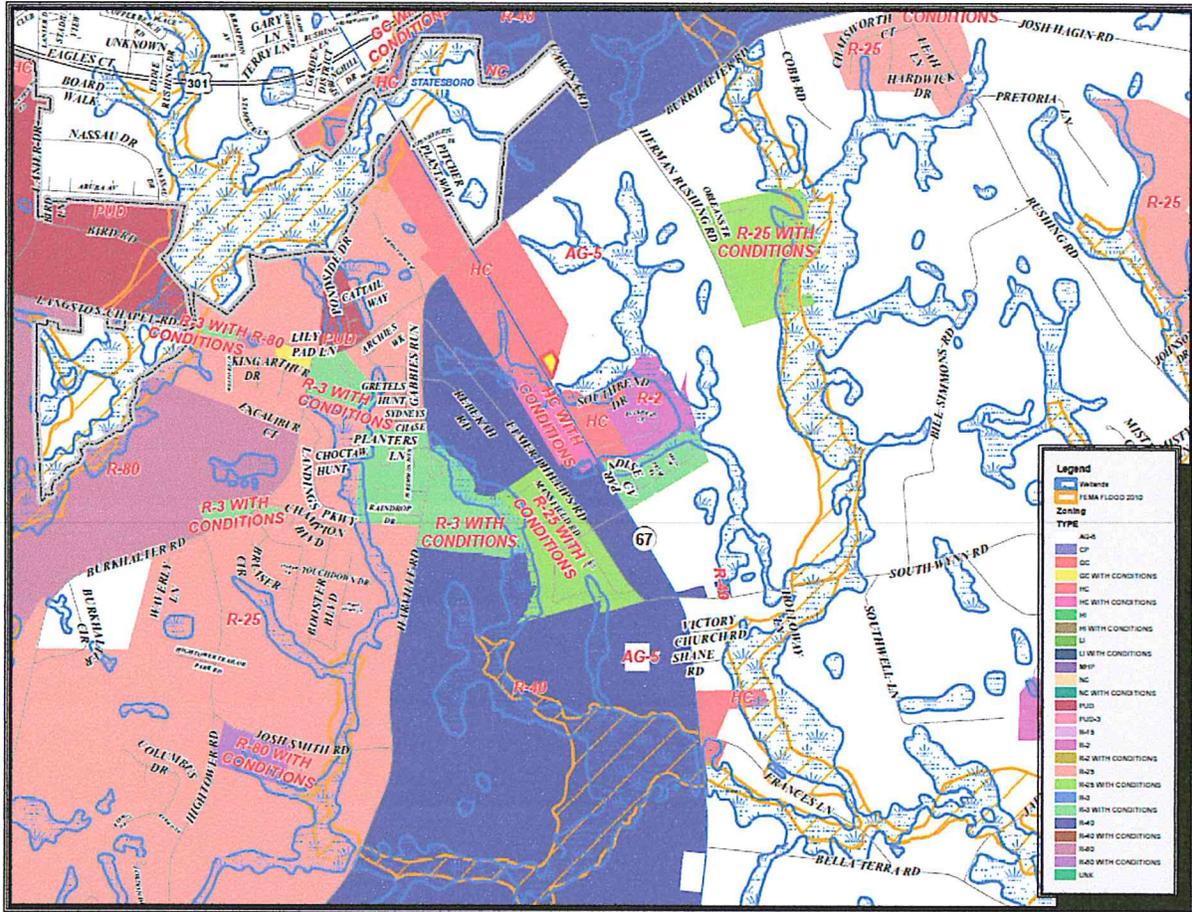
**The staff recommends approval of the conditional use request.**



# Bulloch County Departmental Review

## Participants

Tom Couch, County Manager; Andy Welch, County Planner; Randy Newman, Zoning Administrator.





# Bulloch County Departmental Review

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April 21, 2015  
Statesboro GA

### Regular Meeting

The Board of Commissioners met at 8:30am in the Community Room of the North Main Annex. Chairman Nevil welcomed guests and called the meeting to order. County Manager Tom Couch gave the invocation and Pledge of Allegiance.

Mrs. Olympia Gaines, Clerk of the Board, performed the roll call of the commissioners and staff. The following commissioners were present: Chairman Nevil, Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, and Commissioner Simmons. Commissioner Ethridge was absent. The following staff was present: County Manager Tom Couch, County Attorney Jeff Akins, Assistant County Manager Andy Welch, Chief Financial Officer Whitney Richland, Chief Accountant Kristie King, Public Safety Director Ted Wynn, Statesboro Bulloch County Parks and Recreation Director Mike Rollins, Management Analyst Cindy Steinmann, Solid Waste Director Fred White, County Engineer Kirk Tatum, Transportation Director Dink Butler, and Chief Deputy Jared Akins.

After Roll Call, Chairman Nevil asked for changes or modifications of the General Agenda. Hearing none, Commissioner Gibson offered a motion to approve the General Agenda as presented. Commissioner Mosley seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley, and Commissioner Simmons all voting in favor of the motion.

Chairman Nevil asked for public comments from the audience at large or in writing. Hearing none, he stated the next item on the agenda was the approval of the Consent Agenda as follows: (1) to approve the minutes of the Regular Meeting and Executive Session held on April 7, 2015 and minutes for the Work Session held on April 9, 2015; (2) Resolution to Approve Policy to Implement Method for Determining Eligibility for Bulloch County Employees Health Care Plan (See Exhibit #2015-049); (3) to approve agreement with HiCast Sports (Backstop Camera system for Mill Creek Regional Park) (See Exhibit #2015-050); (4) to authorize lease agreement renewal with

Pineland BHDD (See Exhibit #2015-051); (5) to authorize an engineering agreement EMC Engineering Services for intersection design (See Exhibit #2015-052). Commissioner Rushing offered a motion to approve the Consent Agenda as presented. Commissioner Thompson seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley and Commissioner Simmons all voting in favor of the motion.

With no items of Old or Unfinished Business, Chairman Nevil stated that the first item of New Business was discussion and/or action to authorize negotiation of an agreement for revenue compliance audits with Revenue Discovery Services (RDS). Chairman Nevil called on Mr. Couch to initiate discussion on the matter. Mr. Couch stated RDS was previously used by the County in 2005-2006 for utility bill auditing. The staff is requesting assistance from RDS for auditing occupational taxes, hotel-motel taxes and alcohol excise taxes for delinquencies. Mr. Ivan Figueroa, Regional Account Representative for RDS, gave a brief description of the company's services. Mr. Couch stated that the greatest yield from the use of RDS would result from the occupational taxes. He stated there are an estimated 100-150 businesses possibly operating in the unincorporated areas of Bulloch County that have not been licensed. Mr. Couch stated the County will likely see increases in the next fiscal years as a result of capturing revenue generated by these businesses along with current licensed businesses. Chairman Nevil asked Mr. Couch to review the cost to the County for this service. Mr. Couch stated RDS would be paid a contingency fee of 40% of any current or previous year occupational taxes discovered and collected. This fee would not apply to any additional revenue collected on these accounts in future years. After some discussion, Commissioner Gibson offered a motion to authorize negotiations of an agreement for revenue compliance audits with Revenue Discovery Services (RDS). Commissioner Simmons seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Mosley and Commissioner Simmons all voting in favor of the motion.

Chairman Nevil stated the next item of New Business was discussion on the Curbside Recycling Program. Mr. Couch initiated discussion by stating this program was initially set up by Keep Bulloch Beautiful three years ago and has experienced severely

negative operating issues for the Solid Waste department as follows: (1) poor program design; (2) poor promotion, outreach and feedback; (3) poor collection practices; and (4) inadequate materials recycling facility. These issues have resulted in an operating loss of \$41,825 and an aggregate loss of \$67,825. Mr. Couch stated the County is recommending immediate suspension of the curbside recycling service with adequate notice to customers and potential proportional refunds for the 2015 subscription year. Mr. Couch recommended the following potential options for the Board to consider to accomplish the outcomes in a more cost-effective way: (1) permanent suspension; (2) add or expand convenience centers; and (3) reinstate voluntary curbside recycling. Mr. White stated currently the issues are occurring within the city limits as well as in Brooklet and Portal, but on a smaller scale. He stated there is more garbage than recyclable material being placed in the carts. Mr. Couch stated the County could hold a forum and invite the City of Statesboro officials and citizens for a Q&A and determine a date to suspend operations. He stated the matter would then be brought back before the Board for further discussion and/or action.

Chairman Nevil called for general comments or statements from the Commissioners. The Commissioners thanked everyone for their attendance and thanked staff for all their hard work, thanked the finance department for all of their hard work, and thanked Mr. Butler and his staff for their continued efforts to address issues surrounding the roads. Commissioner Gibson asked the commissioners and staff to remember Mr. Lamar Merck and family during their time of bereavement. Mr. Couch reminded commissioners of the upcoming budget interviews and informed them the schedules will be sent out by the end of the week. Mr. Butler updated commissioners and staff on the progress on Ponderosa Road and current issues surrounding ditches. He stated his department is looking at acquiring sand/dirt to mix with the clay for the dirt roads. Mr. Butler thanked everyone for their support.

Hearing no further comments from the Board or Staff, Chairman Nevil stated that there was no further business expected for the open session of the regular agenda and the Board must close the meeting and enter into Executive Session to discuss Personnel Matters. Chairman Nevil called for a motion to adjourn into Executive Session in accordance with the provisions of O.C.G.A. § 50-14-3 (b) (2), and other applicable laws,

pursuant to the advice of County Attorney Jeff Akins, for the purpose of discussing and deliberating on Personnel Matters. Without further discussion, Commissioner Simmons offered a motion to adjourn and enter into Executive Session to discuss and deliberate on Personnel Matters (See Exhibit #2015-053). Commissioner Rushing seconded the motion and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Simmons, and Commissioner Mosley voting in favor of the motion.

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The meeting was reconvened, and Chairman Nevil asked if there were any further comments from the commissioners or staff. Hearing no further comments from the commissioners or staff, Chairman Nevil asked for a motion to adjourn. Commissioner Rushing offered a motion to adjourn the meeting. Commissioner Mosley seconded the motion, and it carried unanimously with Commissioner Gibson, Commissioner Thompson, Commissioner Rushing, Commissioner Simmons, and Commissioner Mosley voting in favor of the motion.

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\_\_\_\_\_  
J. Garrett Nevil, Chairman

Attest: \_\_\_\_\_

Olympia Gaines, Clerk of the Board

**BULLOCH COUNTY BOARD OF COMMISSIONERS  
AGENDA ITEM SUMMARY**

DEPARTMENT MAKING REQUEST:

MEETING DATE: 5.05.2015

BCCI

RESOLUTION ATTACHED?

YES

NO

X

REQUESTED MOTION OR ITEM TITLE:

Authorize the County Manager to execute an agreement with the Georgia Department of Corrections for the FY 2016 Intergovernmental Agreement regarding State Inmates.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY, IF NEEDED:

This agreement is for terms, conditions, and basic components for housing up to 147 inmates per day during FY 2016.

AGENDA CATEGORY  
(CHECK ONE)

FINANCIAL IMPACT STATEMENT

PRESENTATION

BUDGETED ITEM?

YES

NO

AMENDMENT  
REQUIRED?

YES

NO

X

PUBLIC HEARING

ATTACH DETAILED ANALYSIS, IF NEEDED:

CONSENT

X

NEW BUSINESS

OLD BUSINESS

OTHER

APPROVED FOR AGENDA

DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	✓	YES	✓	YES	✓
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL	<i>OD</i>	INITIAL	<i>Opu</i>	INITIAL	<i>cm</i>
DATE		DATE		DATE		DATE	4/29/15	DATE	4/29/15	DATE	4/25.15

COMMISSION ACTION AND REFERRAL (Box 9)

APPROVED \_\_\_\_\_ DATE TO BE RETURNED TO AGENDA \_\_\_\_\_

DENIED \_\_\_\_\_

DEFERRED \_\_\_\_\_

OTHER \_\_\_\_\_

NOTES \_\_\_\_\_

## INTERGOVERNMENTAL AGREEMENT COUNTY CAPACITY

THIS AGREEMENT is entered into the 5 day of May, 2015, by and between the GEORGIA DEPARTMENT OF CORRECTIONS, an agency of the State of Georgia (“Department”), and BULLOCH COUNTY, a political subdivision of the State of Georgia (“County”), acting by and through its Board of County Commissioners, referred to individually as “Party” or together as “Parties.”

WHEREAS, Department desires to contract with County for appropriate care and custody of certain offenders for which Department is responsible, (“State Offenders”); and

County desires to provide appropriate care and custody of State Offenders at a correctional institution operated by County (“Services”).

NOW, THEREFORE, in consideration of these premises and the mutual promises and agreements hereinafter set forth, the parties hereby agree as follows:

1. Care and Custody. County agrees to provide complete care and custody of up to 147 State Offenders daily, for the Term of this Agreement and in accordance with all applicable state and federal laws, rules, and regulations. Without limiting the generality of the foregoing, County specifically agrees that no State Offender labor shall benefit private persons or corporations.

2. Recording Offender Movement in SCRIBE. County agrees to enter any and all movement of State Offenders transferred in and out of the County facility by recording the movement in Department’s SCRIBE system on the same day the movement occurs. Movements that are not entered in SCRIBE on the day the movement occurs will not show as an adjustment and result in an inaccurate daily count. County is solely responsible for implementing procedures to ensure that SCRIBE entries are made accurately and in a timely manner. County is responsible for verifying the State Offender count and all movements in and out of the County facility in SCRIBE on a daily basis to ensure that the count is accurate. County understands that the count reflected in SCRIBE is the official count for purposes of calculating payment under this Agreement. Late documentation, lack of documentation, or inaccurate documentation may result in delayed payment or non-payment under this Agreement. County agrees to grant Department access to County’s records, documentation procedure, and personnel for purposes of auditing SCRIBE entries and verifying State Offender count at any time upon Department’s request.

3. Notification of Medical Treatment. County shall notify Department of any State Offender that the County transfers to a hospital for treatment that will require an overnight stay or for whom

treatment is likely to cost in excess of One Thousand Dollars (\$1,000.00). Said notification shall be provided via telephone contact within Twenty-Four (24) hours of offender being admitted for treatment on an outpatient or inpatient basis. County shall notify Department pursuant to this paragraph by calling the Department's "On Call Utilization Management Nurse" at 404-863-3079 at any time of day or night.

4. Compensation. Department agrees to pay County the sum of Twenty Dollars (\$20.00) per State Offender per day for the duration of this Agreement. County agrees to invoice Department monthly, in compliance with all billing procedures established by Department. Department shall endeavor to pay County for Services within Forty-Five (45) days of invoice receipt in approved form. County acknowledges and agrees that the Commissioner of Corrections shall have sole authority with respect to the transfer of State Offenders to and from the County correctional institution and Department shall not incur charges for State Offenders not under the care and custody of County. A State Offender is not under the care and custody of County when a State Offender is not housed at the County facility including when a State Offender is out to court or sent to a Department facility for medical or mental health evaluation.

5. Term of Agreement. The term of this Agreement shall be from July 1, 2015 until 11:59 p.m. on June 30, 2016 (the "Term"). The Parties may, by mutual agreement in writing, extend the Term for additional time periods.

6. Termination. Department may at any time and for any reason terminate this Agreement by providing written notice in advance of such termination to County. In the event of termination under this paragraph, Department shall pay County for Services performed prior to the effective date of termination; provided, however, that payments otherwise due County may be applied by Department against amounts due or claimed to be due to Department. In the event that County fails to comply with the provisions of this Agreement, Department may terminate this Agreement for cause and without notice. If termination is for cause, payments may be withheld by Department on account of the Services being deemed deficient and not remedied by County prior to the effective date of termination. County shall be liable to Department for any additional cost incurred by Department as a result of deficiencies in the Services to be provided hereunder.

7. Prison Rape Elimination Act. County agrees that it is aware of and will comply with 28 C.F.R. 115, entitled the Prison Rape Elimination Act ("PREA"). County further agrees to cooperate with Department in any audit, inspection, or investigation by Department or other entity relating to County's compliance with PREA. Department has the right to inspect any documents or records relating to such audit, inspection or investigation and County will provide such documents or records at Department's request. County acknowledges that failure to comply with PREA is a material breach of this Agreement and is cause for termination of this Agreement.

8. Notices. Any notice under this Agreement, other than those referenced in Paragraph 3, “Notification of Medical Treatment,” shall be deemed duly given if delivered by hand (against receipt) or if sent by registered or certified mail, return receipt requested, to a Party hereto at the address set forth below or to such other address as the Parties may designate by notice from time to time in accordance with this Agreement.

If to the County: Bulloch County Board of Commissioners  
Manager, Thomas Couch  
P.O. Box 347  
Statesboro, GA 30459

With a copy to: Bulloch County Prison  
Warden, Chris Hill  
17301 US Why 301 North  
Statesboro, GA 30458

If to the Department: Robert E. Jones  
General Counsel  
Georgia Department of Corrections  
State Office South, Gibson Hall, 3<sup>rd</sup> Floor  
P.O. Box 1529  
Forsyth, Georgia 31029

With a copy to: Rick Jacobs  
Facilities Director  
Georgia Department of Corrections  
State Office South, Gibson Hall, 1<sup>st</sup> Floor  
P.O. Box 1529  
Forsyth, Georgia 31029

9. Reimbursement of Medical Costs.

- a. Department agrees to reimburse County for certain costs of medical services required for emergency medical conditions posing an immediate threat to life or limb if a State Offender cannot be placed in a state institution for the receipt of this care, (hereafter “Emergency Medical Services”), provided, however, that Department’s obligation arises only when the cost per State Offender per incident exceeds One Thousand Dollars (\$1,000.00), and Department shall only be liable for the amount in excess of One Thousand Dollars (\$1,000.00), subject to the limitations of this paragraph and other applicable laws and regulations.

- b. County agrees to invoice Department monthly for the actual cost of Emergency Medical Services paid by County. If there existed any rate agreement between County and the hospital or hospital authority at the time Emergency Medical Services were rendered, the invoice must reflect such rate. All invoices from County must include an invoice or receipt from the hospital that clearly shows the actual cost of Emergency Medical Services paid by County.
  - c. Department is not liable to County for any late fees or charges imposed by the hospital or hospital authority (collectively, "Late Fees") for late or nonpayment by the County. County agrees to exclude Late Fees from its invoices to Department.
  - d. If Department reasonably determines that there is a difference between the actual cost incurred by County and the invoice sent to Department, Department may assess an administrative fee of one-half (1/2) of the difference to cover the administrative costs incurred by the Department. Department shall send County written notice of any administrative fees, and County shall have Thirty (30) days to make payment or to dispute the fee in writing. If County does not make payment of undisputed administrative fees by the due date, Department is entitled to a setoff of the same amount against future payments owing to County.
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- e. Pursuant to O.C.G.A. § 42-5-2(c), Department shall reimburse County no more than the applicable Georgia Medicaid Rate for Emergency Medical Services provided to a State Offender by a hospital authority or hospital. Department shall not be liable to County for any amount paid by County to a hospital or hospital authority over the Medicaid Rate for emergency services provided to a State Offender.

10. Entire Agreement. This Agreement constitutes the entire agreement and understanding between the parties hereto and replaces, cancels and supersedes any prior agreements and understandings relating to the subject matter hereof, and all prior representations, agreements, understandings and undertakings between the parties hereto with respect to the subject matter hereof are merged herein.

11. Sole Benefit. Department and County enter into this Agreement for their sole benefit. Department and County do not intend to give any rights pursuant to this Agreement to any other parties.

12. Amendment. The Parties recognize and agree that it may be necessary or convenient for the Parties to amend this Agreement and the Parties agree to cooperate fully in connection with such amendments if and as necessary. However, no change, modification or amendment to this

Agreement shall be effective unless the same is reduced to writing and signed by the Parties.

13. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original but all of which shall constitute one agreement. No Party shall be bound by this Agreement until all Parties have executed it.

IN WITNESS WHEREOF, the parties have caused the authorized representatives of each to execute this Agreement on the day and year first above written.

GEORGIA DEPARTMENT OF  
CORRECTIONS:

COUNTY:

By: \_\_\_\_\_  
Robert E. Jones  
General Counsel

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

FACILITY WARDEN/SUPERINTENDENT

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:

Administration - Finance

MEETING DATE: 05.05.2015

RESOLUTION ATTACHED?

YES

NO

REQUESTED MOTION OR ITEM TITLE:

Authorize the execution of an agreement for compliance auditing.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:

This agreement with Revenue Discovery Services would authorize them to act as the county's agent to audit revenue compliance for occupational taxes, alcoholic beverage taxes, and hotel-motel taxes. This was previously discussed at the April 21, 2015 commission meeting where authorization was given to negotiate this contract after explaining their proposal. Approval is recommended.

AGENDA CATEGORY		FINANCIAL IMPACT STATEMENT					
(CHECK ONE)		BUDGETED ITEM?	YES	NO	AMENDMENT OR TRANSFER REQUIRED?	YES	NO
PRESENTATION			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
PUBLIC HEARING			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
CONSENT	X		<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
NEW BUSINESS			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
UNFINISHED BUSINESS			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
OTHER			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

**ATTACH DETAILED ANALYSIS, IF NEEDED:**  
 Compensation for services for hotel-motel taxes and alcohol excise taxes is stated on page 1, paragraph A.6-i-1 through 4; and for occupational taxes on page 2, paragraph B.1-i through iii. It is expected that occupational tax delinquencies will be the main source of revenue recovery; Year One (current year) the ROI will be break even (\$6,000), if the audits reach the not to exceed cost. Alcohol and lodging taxes are not likely to yield significant additional revenue, but instead will at least ensure compliance in reporting (or avoid underreporting) according to state and local laws.

### AGENDA ITEM REVIEW AND APPROVAL

DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES	<input type="checkbox"/>	YES	<input type="checkbox"/>	YES	<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	YES	<input checked="" type="checkbox"/>	YES	<input checked="" type="checkbox"/>
NO	<input type="checkbox"/>	NO	<input type="checkbox"/>	NO	<input type="checkbox"/>	NO	<input type="checkbox"/>	NO	<input type="checkbox"/>	NO	<input type="checkbox"/>
INITIAL		INITIAL		INITIAL		INITIAL <i>OP</i>		INITIAL <i>OP</i>		INITIAL <i>OP</i>	
DATE		DATE		DATE		DATE <i>4-29-15</i>		DATE <i>4/29/15</i>		DATE <i>5-25-15</i>	

### COMMISSION ACTION AND REFERRAL

APPROVED		DATE TO BE RETURNED TO AGENDA:
DENIED		NOTES:
DEFERRED		

## Auxiliary Audit Agreement

This agreement made as of the \_\_\_\_ day of \_\_\_\_\_ 2015, by and between PRA Government Services, LLC d/b/a RDS ("RDS") and Bulloch County, a Georgia COUNTY ("COUNTY").

### A. General Provisions

1. **Audit Services Performed:** RDS will perform auxiliary audit services for alcohol and hotel/motel taxes as designated by the COUNTY.
2. **Deposit Process:** Deposits are made to the extent that funds have been received, via Automated Clearing House of the amounts and to the designated recipients as instructed by the COUNTY for each type of tax collected, as shown in more detail on **Exhibit A**.
3. **Information Provided:** COUNTY represents that the information provided to RDS in the performance of services hereunder shall be provided free and clear of the claims of third parties. COUNTY represents that it has the right to provide this information to RDS and that said information shall not be defamatory or otherwise expose RDS to liability to third parties.
4. **Compliance with laws:** Each Party accepts responsibility for its compliance with federal, state, or local laws and regulations.
5. **Review and Appeal Process:** RDS will comply with any state and local laws, including review and appeals processes, statutory guidelines or administrative procedures as outlined in applicable authoritative sources.
6. **Audit Services:**
  - i. **RDS Audit Services:** Audit Services include all preparation for the performance of an audit, any research or statistical analysis performed in relation to an audit, in-house audit/collection efforts, examination of the books and records of the taxpayer, an assessment of the amount due (if any), and all services related to closing an audit.
    1. **RDS Fee:** RDS will receive an amount based on an hourly rate of one hundred twenty-five dollars (\$125.00) for audit services; not to exceed seventeen hundred dollars (\$1,700), per hotel/motel audit and five thousand (\$5,000), per alcohol audit. There shall be no contingent fees. Each year on the anniversary date of this Agreement the hourly rate will increase by 3%.
    2. If overnight travel or travel more than 25 miles beyond origination point is required, RDS will pay the auditor and bill the COUNTY for its portion of travel expenses. COUNTY agrees to pay the amount of these fees when due, regardless of any recovery.
    3. **Billing Increment:** Time will be recorded in 15-minute intervals (.25 hours);
    4. **Shared Audit Fees:** When audits for COUNTY overlap with audits for other RDS clients or clients of RDS Affiliates, the fees will be shared as follows:
      - a. **Travel Time:** travel time, expenses, and a daily per diem amount for each audit is distributed evenly among the clients reviewed for each audit.
      - b. **Interview Time:** time billed during the initial interview of each audit is distributed evenly amongst the clients reviewed for each audit – during this process the auditor determines which clients will actually be audited for and billed Audit Time as follows;
        - i. **Audit Time:** Time billed during the actual audit stage of each audit is billed according to actual time spent working for each client;

- i. No Double Billing: In no event will the overlapping audits combined require payment for more than 100% for any one RDS representative.
7. Notification, Reporting to COUNTY:
  - i. RDS will provide COUNTY with monthly reports including, but not limited to, payment listings showing all taxes received related to net receipts reported, a general ledger distribution that corresponds to COUNTY'S account numbers and all fees paid to RDS. These reports will be provided by the 10th of the month following the tax month;
  - ii. COUNTY AGREES TO EXAMINE THIS REPORT IMMEDIATELY. IF NO ERROR IS REPORTED BY THE COUNTY TO RDS WITHIN 60 DAYS, THE STATEMENT WILL BE DEEMED ACCURATE;
  - iii. All items credited will be subject to receipt of payment; and
  - iv. RDS will attend Council meetings at such times as may be reasonably requested by COUNTY.

## **B. Business License Discovery/Recovery Services**

1. Discovery/Recovery Services include:
  - i. Analysis of two or more municipal lists. These lists could include: current business license data, sales tax data, property tax lists and telephone directories at least once a year.
  - ii. Properties/entities that are not in one or all of the databases are presumed unlicensed.
  - iii. RDS will generate a letter requiring payment, proof of payment, or documented response for all properties/entities presumed unlicensed. If no response, RDS may mail additional letters and contact the property/entity via phone call before proceeding with additional collection procedures.
2. Taxpayer Remittance: Taxpayers will remit payments to County of Bulloch, P.O. Box 830725, Birmingham, AL 35283-0725. Upon reasonable notice to COUNTY, RDS may change the P.O. Box for County of Bulloch payments. COUNTY will be responsible for renewals. RDS will provide a list to COUNTY.
3. Deposit Process: Deposits are made to the extent that funds have been received, via Automated Clearing House of the amounts and to the designated recipients as instructed by the COUNTY for each type of tax collected, as shown in more detail on **Exhibit A**.
4. Posting Process: Taxpayer accounts are posted with payment information captured in the RDS revenue system. Additional information such as net sales, deductions, credit sales, measure of tax, name change and address change is captured and added to payment data and taxpayer master file (as determined necessary by RDS). Late payments (postmarked by U.S. Postal Service after due date) are invoiced at penalty amounts required by State code. Under-payments are invoiced for remaining tax due plus any required penalties.
5. Changes to **Exhibit A**: COUNTY shall notify RDS in writing immediately of all changes in amounts to be deposited into the accounts of designated recipients. An amended **Exhibit A** shall be prepared and executed by the Parties as soon as reasonably possible. In addition, RDS shall provide documentation confirming each change under the preceding sentence with the first monthly report reflecting the applicable change. If the changes reflected in the monthly report do not properly reflect the intended changes of the COUNTY, then the COUNTY shall

immediately notify RDS and, thereafter, RDS shall take the steps necessary to insure that designated recipients receive the amounts intended by COUNTY.

6. Notification, Reporting to COUNTY: RDS will provide COUNTY with timely reports including, but not limited to, payment listings showing all monies received, a detail and summary reconciliation report that corresponds to COUNTY'S account numbers and all fees paid to RDS.
7. Taxpayer service: RDS will provide a taxpayer assistance number for taxpayer questions.
8. RDS, in collecting any fee, tax, interest, court cost, or penalty shall have no authority to determine the amount of fee, tax, interest, court cost, or penalty owed the state, county, or municipal governing authority.
9. Consideration for Discovery/Recovery Services:
  - i. RDS Fee for Discovery/Recovery Services: RDS will receive forty percent (40%) of business license revenue collected by RDS.
  - ii. RDS fee for copies of business license applications: RDS will receive an amount equal to \$1.75 per business license application mailed or faxed to the COUNTY. RDS will provide at no additional cost a detailed payment listing that includes taxpayer name, address, schedule number, and license year.
10. Company Audit: Once a year RDS will have an auditor prepare an Independent Service Auditor's Report on Controls Placed in Operation and Tests of Operating Effectiveness. This report is commonly called a SOC 1 report and will be made available upon request.
11. Term of the Agreement: This Agreement shall be for a term of three (3) years following the date of execution or the maximum period allowed by law, whichever is shorter. Either party shall have the right to terminate this Agreement in the event of a material breach by the other party. Any such termination may be made only by providing ninety (90) days written notice to the other party, specifically identifying the breach or breaches on which termination is based. Following receipt of such notice, the party in breach shall have thirty (30) days to cure such breach or breaches. In the event that such cure is not made, this Agreement shall terminate in accordance with the initial ninety (90) days notice.
12. Effect of Termination: Notwithstanding non-renewal or termination of this Agreement, COUNTY shall be obligated to pay RDS for services performed through the effective date of termination for which RDS has not been previously paid. In addition, because the services performed by RDS prior to termination or non-renewal of this Agreement may result in the COUNTY's receipt of revenue after termination which are subject to RDS' fee, the COUNTY shall remain obligated after termination or non-renewal to provide to RDS such information as is necessary for RDS to calculate compensation due as a result of the receipt of revenue by the COUNTY. The COUNTY shall remain obligated to pay RDS' invoices therefore in accordance with the terms of this Agreement.
13. Indemnity: To the fullest extent allowed by law, RDS hereby agrees to indemnify and hold COUNTY harmless from any claims and against all costs, expenses, damages, claims and liabilities based upon or arising solely out of a breach of this Agreement by RDS. Except as set forth in the preceding sentence, to the full extent allowed by law, COUNTY hereby agrees to indemnify and hold RDS harmless from any claims and against all costs, expenses, damages, claims and liabilities relating in any way to sales, use and other taxes of COUNTY, including, but

not limited to, determination of taxes due from taxpayers, the collection thereof and any refunding related thereto.

14. **Limitation of Liability:** To the maximum extent permitted by law, in no event shall RDS, its employees, contractors, directors, affiliates and/ or agents be liable for any special, incidental or consequential damages, such as, but not limited to, delay, lost data, disruption, and loss of anticipated profits or revenue arising from or related to the services, whether liability is asserted in contract or tort, and whether or not RDS has been advised of the possibility of any such loss or damage. In addition, RDS' total liability hereunder, including reasonable attorneys fees and costs, shall in no event exceed an amount equal to the fee paid by the COUNTY for the affected service to which the claim pertains. The foregoing sets forth the COUNTY'S exclusive remedy for claims arising from or out of this Agreement. The provisions of this section allocate the risks between RDS and the COUNTY and RDS' pricing reflects the allocation of risk and limitation of liability specified herein.
15. **Equal Opportunity to Draft:** The Parties have participated and had an equal opportunity to participate in the drafting of this Agreement. No ambiguity shall be construed against any Party upon a claim that that party drafted the ambiguous language.
16. **Assignment:** This Agreement shall be binding upon and inure to the benefit of the Parties, their successors; representatives and assigns. RDS shall not assign this Agreement, or delegate its duties or obligations under this Agreement, without the prior written consent of COUNTY, which consent shall not be unreasonably withheld, delayed or conditioned. Notwithstanding the foregoing, RDS may assign this Agreement, in whole or in part, without the consent of COUNTY to any corporation or entity into which or with which RDS has merged or consolidated; any parent, subsidiary, successor or affiliated corporation of RDS; or any corporation or entity which acquires all or substantially all of the assets of RDS. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties and their successors or assigns.
17. **Force Majeure:** RDS shall not be in default of its obligations hereunder to the extent that its performance is delayed or prevented by causes beyond its control, including but not limited to acts of God, government, weather, fire, power or telecommunications failures, inability to obtain supplies, breakdown of equipment or interruption in vendor services or communications.
18. **Subcontractors:** RDS shall have the right to hire assistants as subcontractors or to use employees to provide the Services required by this Agreement. RDS, in rendering performance under this Agreement shall be deemed an independent contractor and nothing contained herein shall constitute this arrangement to be employment, a joint venture, or a partnership. RDS shall be solely responsible for and shall hold COUNTY harmless from any and all claims for any employee related fees and costs including without limitation employee insurance, employment taxes, workman's compensation, withholding taxes or income taxes.
19. **Intellectual Property Rights:** The entire right, title and interest in and to RDS' database and all copyrights, patents, trade secrets, trademarks, trade names, and all other intellectual property rights associated with any and all ideas, concepts, techniques, inventions, processes, or works of authorship including, but not limited to, all materials in written or other tangible form developed or created in the course of this Agreement (collectively, the "Work Product") shall vest exclusively in RDS. The foregoing notwithstanding, in no event shall any COUNTY-owned data provided to RDS be deemed included within the Work Product.
20. **Entire Agreement:** This Agreement constitutes the entire agreement between the Parties hereto and supersedes any prior understandings or written or oral agreements between the

Parties respecting the subject matter contained herein. Said Agreement shall not be amended, altered, or changed, except by a written Agreement signed by both Parties hereto.

21. Invalidation: If any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
22. Effective Date: The effective date for the performance of services under the terms of this agreement shall commence \_\_\_\_\_ 1, 2015 with collection of \_\_\_\_\_ taxes to be remitted on or before \_\_\_\_\_ 20, 2015.

IN WITNESS WHEREOF, the parties hereto as of the date first above written have duly executed this Agreement.

**PRA GOVERNMENT SERVICES, LLC**  
**D/B/A RDS**

**Bulloch County**

By: \_\_\_\_\_  
Its: SVP, Operations

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**Proposed pricing contained herein valid for 60 days from date of issuance. Issued 4/24/15 (SC)**

**EXHIBIT A**  
**DISTRIBUTION and RATE CONFIRMATION**

April 24, 2015

Thomas Couch  
Bulloch County  
115 North Main Street  
Statesboro, GA 30458

Dear Mr. Couch:

Funds will be distributed in the following accounts pursuant to this Agreement:

<b>Agency</b>	<b>Routing #</b>	<b>Account #</b>	<b>Distribution %</b>	<b>Tax Type/Rate Code</b>
Bulloch County			100%	Audit; alcohol
Bulloch County			100%	Audit; hotel/motel
Bulloch County			100%	Business license discovery/recovery

If at any time there are any discrepancies between the schedule set out above and your Municipality's records, please notify us in writing immediately.

**IT IS YOUR RESPONSIBILITY TO PROVIDE NOTICE TO US OF ANY CHANGES IN TAX RATES OR IN THE DISTRIBUTION OF FUNDS. NOTICE MUST BE IN WRITING AND SENT, VIA CERTIFIED MAIL, TO:**

PRA Government Services, LLC ( d/b/a RDS)  
600 Beacon Parkway West, Suite 900  
Birmingham, Alabama 35209  
ATT: Kennon Walthall, SVP, Operations

Thank you for your assistance. If you have any questions, or if I may be of assistance, please let me know.

Sincerely Yours,  
Doug Estes  
Client Relations Manager  
RDS  
205-423-4130 direct dial  
205-423-4097 direct fax

I have reviewed the above distribution and verify that it is correct.  
By:

\_\_\_\_\_  
Name:  
Title:

\_\_\_\_\_  
RDS SVP, Operations



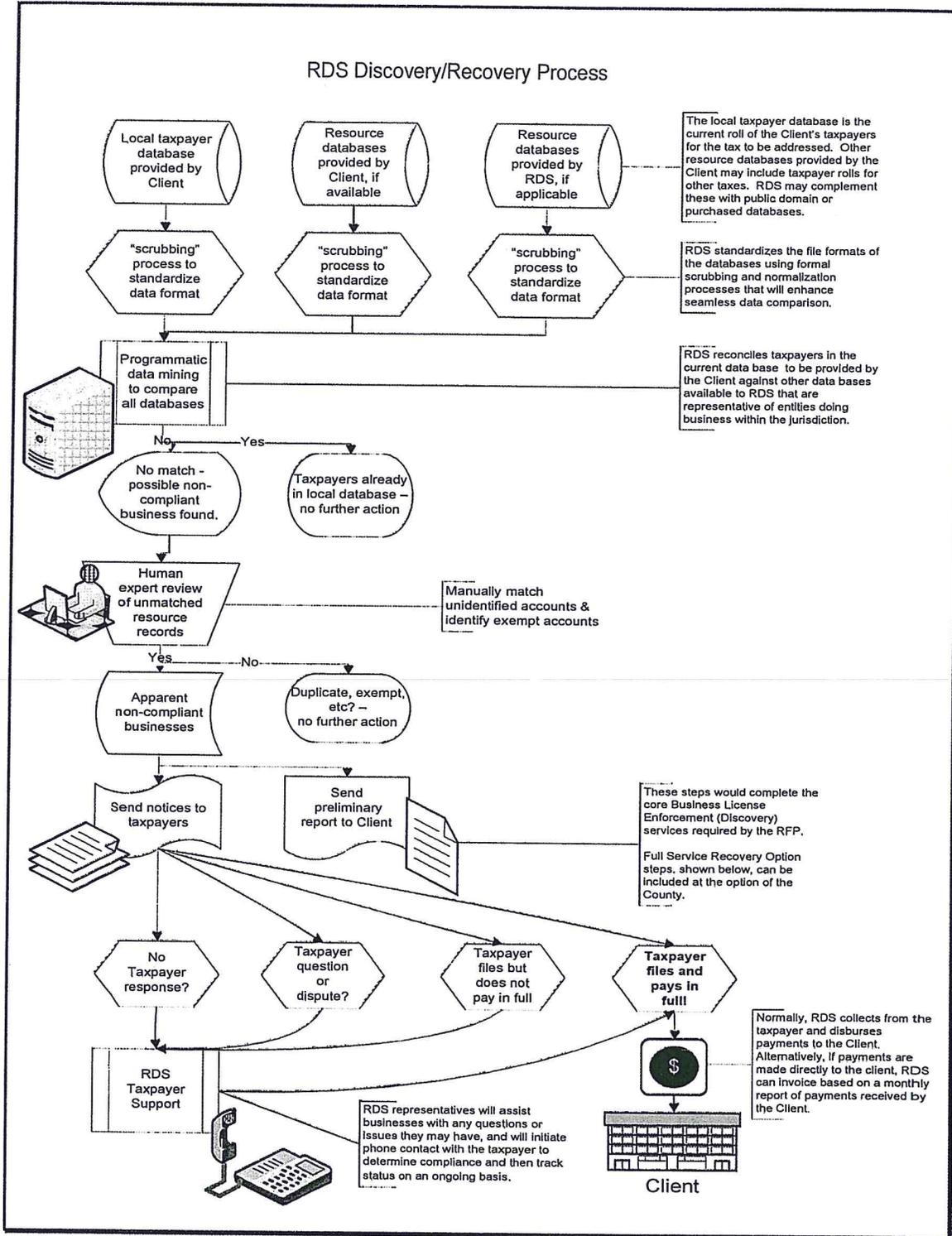
Revenue Administration, Discovery  
and Compliance Auditing Services  
for Bulloch County

March 19, 2015

The information that follows may not be duplicated in whole or in part for any purpose other than to evaluate the services offered. If, however, a contract is awarded to this offer as a result of or in connection with the submission of such data, the County will have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract.

*Revenue Administration, Discovery and Compliance Auditing Services for Bulloch County*

- Daily, Weekly and Monthly Reconciliation Reports
  - Detailed Payment History Reports
  - Delinquency Reports
  - Top Remitters Reports
  - Business Tax Certificates Issued Report
  - Business Tax Certificates On Hold Report
  - Business Search Tool
8. Provide day-to-day taxpayer support using a toll free telephone line and email communication. RDS' National Taxpayer Call Center will be available through a toll free telephone line Monday through Friday, 8:00AM to 5:00PM local time;
  9. Handle all taxpayer communications including general questions, account inquiries, business license application questions and issue resolution.
  10. Respond to taxpayer correspondence via return phone call or written correspondence. All standard correspondence templates will be subject to County's prior written approval;
  11. Maintain logs identifying the date of the inquiry, the name and address of the person or entity making the inquiry and the advice or other information provided;
  12. Provide NSF check processing and collection as needed for taxpayer payments.
  13. Implement delinquency follow-up procedures for accounts that fail to submit a return and payment by the due date set by the County;
  14. Calculate preliminary assessments for non-responsive accounts in accordance with County ordinances and fee schedules, and send an invoice to the account.
  15. Identify accounts that become delinquent and inform the taxpayer of the delinquency via telephone and printed notices.
  16. Send notices to those businesses advising them of their legal obligation to obtain a business license in accordance with the County's ordinance.



3. **Presenting Audit Findings:** Once the audit is complete, the RDS auditor will present the audit findings to the taxpayer. The taxpayer is given the opportunity to review the schedules to ascertain possible errors made by the auditor. The taxpayer is informed to look for certain situations, such as, discounts not included in the taxable amount, credits not listed, invoices duplicated and items or transactions that the taxpayer believes are not taxable. During the initial review, the auditor will answer any questions the taxpayer has, ask any clean-up questions, make any changes required and verify information. If changes result from the initial review, the auditor will present revised audit findings.
4. **Reporting and Ongoing Audit Support** Throughout the process, RDS will provide the County with monthly reports, prepare all audit letters and correspondence, perform all tax research services, taxpayer assistance and education needed to successfully complete each audit, or as instructed by the County. RDS will maintain all records and work papers relating to any and all tax audits performed under this contract. RDS auditors will be available, upon timely request, to represent the County in any tax hearings relating to tax audits performed under this contract. Only when issues are resolved and the taxpayer has paid the assessment, is the audit process complete.

RDS represents hundreds of municipal and county governments in this capacity, and has put in place and maintains formal quality control and reporting procedures to ensure that all of our processes, findings, and documentation are both accurate and in compliance with the highest professional standards. Multiple layers of management supervision, mentoring, and review of finished work products support the work of each of our field auditors. We emphasize and maintain a formal review process by Audit Division supervisors to ensure the accuracy of final correspondence prepared by individual auditors.

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#### Reports/Deliverables

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Throughout the course of each engagement, RDS will provide the County with monthly reports documenting audit activities undertaken to date. These reports will include the following:

- Accomplishments to date.
- Next-step options and projected timeline for completion.
- Open items needing attention, with identification of the responsible party.
- Updates on any issues requiring County attention.

Upon completion of our review of each business, RDS will provide the County with a written report with findings that explains the results of RDS' review, including:

- An account of the scope and procedures employed in the audit, including the records reviewed and the time periods covered.
- A summary report noting whether the business has substantively fulfilled its financial obligations to the County and the extent to which they adhere to the general parameters of the Ordinance, and including a summary of any noncompliance items noted during the audit, specifically identifying the areas of noncompliance and the nature of the noncompliance actions including recommended actions.

Fees

<i>Revenue Administration Services:</i>	<i>Fee</i>
Business & Occupational tax, per transaction (either renewal or new license)	\$14.00
Lodging and/or Alcohol/Wine Excise Tax, per transaction (monthly or quarterly)	\$10.00
<i>Revenue Discovery/Recovery Services</i>	<i>Fee</i>
RDS will deduct a contingency fee based on a percentage of any current or previous year Business Occupation taxes discovered and collected by RDS. This fee will not apply to any additional revenue collected on these accounts in future years.	40%
<i>Compliance Audit Services</i>	<i>Fee</i>
For on-site (field) auditing of at-risk taxpayers approved by the County, RDS will charge an hourly rate for each audit engagement: *For Lodging Tax, not to exceed \$1,700.00 per audit *For Alcohol Tax, not to exceed \$5,000.00 per audit	\$125.00/hour*

*Proposed fee schedule valid for 60 days from date of issuance: 3/19/2015*

## Qualifications

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RDS, or Revenue Discovery Systems, is a wholly owned subsidiary of PRA Group, Inc. (PRA), with a mission to provide revenue administration, enhancement, and compliance services exclusively to local government clients on a nationwide basis. Initially formed in 1980 as a tax software company serving Alabama city and county governments, we did business in Alabama under the name AlaTax until the company's acquisition by PRA in 2005. The company began doing business in other states under the dba RDS in 2004.

PRA is a full service provider of outsourced receivables management and related services, headquartered in Norfolk, Virginia. PRA began operations in 1996 and has been a public company, traded on the NASDAQ as PRAA, since 2002. PRA's complete Annual Report and other SEC filings are publicly available at <http://ir.pragroup.com/financials.cfm>.

Operating as a wholly-owned subsidiary of a publicly traded company, RDS is governed by the Sarbanes-Oxley Act of 2002, and is audited throughout the year by a "big 4" auditing firm. RDS also undertakes an annual SAS-70 Type II Audit of its data and funds disbursement processes and associated administration procedures, and can provide a report from our latest SAS-70 audit upon request.

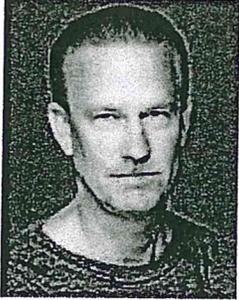
Since acquiring RDS in 2005, PRA has demonstrated its commitment to the government services business by acquiring additional companies, bringing in unique services and regional markets that complement and expand the opportunities available in this sector. In 2008, PRA acquired both MuniServices, LLC, a California-based government services firm with nine of the ten largest cities in California as clients; and Houston-based Broussard Partners & Associates (BPA), a sales/use tax auditing firm specializing in providing tax audit services to local governments.

RDS, MuniServices, and BPA are now integrated into a single organization, PRA Government Services, ready to serve as the premier provider of revenue enhancement products and services for state and local governments throughout the United States. We have offices strategically located throughout the country and currently employ 262 professional managers and staff who are dedicated to the success of each jurisdiction that we serve. We work exclusively in the public sector and do not provide any auditing services directly to businesses. Consequently, we have no possible conflict of interest in which we might find ourselves representing both the County and a taxpayer doing business in the County.

RDS offers revenue administration, compliance and collection services encompassing all general sources of local government tax revenues including Sales/Use, (including and accommodating special categories such as beer, wine, tobacco, gas, rentals etc.) Business License, Lodging, Insurance, Utility Users and Franchise Fees. Each tax typically involves its own tax basis, rate structure, filing schedule, taxpayer forms and notices, etc., all of which we configure specifically for our client's needs. We believe the fact that we actually administer, and audit business occupation tax and similar revenue sources on behalf of hundreds of local governments, provides us with expertise and experience unavailable to firms whose experience may be limited to discovery, or account collection.

Account Management	
<p><b>Ivan Figueroa</b> Regional Account Representative.</p> 	<p><b>Assignment:</b> Ivan will be the County's Account primary contact and project liaison.</p> <p><b>Experience:</b> Ivan joined RDS in 2011, bringing more than twelve years of community service and local government experience to his position assisting local governments with services to enhance their revenues. He first became interested in community zoning issues as an eight-year board member of the Abbotts Cove Homeowners Association (HOA) and then as a volunteer Transportation Chairman with the Johns Creek Community Association (JCCA). In 2004, then Fulton County Commissioner Lynne Riley appointed him to the Steering Committee for Focus Fulton 2025, which was charged with reviewing the county land-use policy for the next 20 years. As a member of the Zoning Sub-Committee of the Committee for the City of Johns Creek, he continued to contribute his zoning and community development knowledge to the creation of the city in the movement for incorporation.</p> <p>Ivan is a Gubernatorial appointee as a board member to the Georgia office of Workforce Development. He was a member the Greater North Fulton Chamber of Commerce Leadership Class of 2008 and a class member of the Coverdell Leadership Institute.</p> <p><b>Education:</b> Ivan graduated Cum-Laude from Elmhurst College, with a BS in Transportation Management.</p>

Revenue Discovery/Recovery	
<p><b>Jennifer Disko</b> Discovery/ Recovery Department Manager</p> 	<p><b>Assignment:</b> Jennifer manages the Revenue Discovery team and all day to day aspects of the discovery recovery project.</p> <p><b>Experience:</b> Jennifer joined RDS in 2003, and became a part of the company's Revenue Discovery/Recovery team at its inception. Since then she has supervised the implementation and execution of hundreds of revenue discovery projects for government clients of all sizes, as well as other new projects and services. Her responsibilities include researching and coordinating all new projects, attending new client kickoff meetings, assigning Discovery Specialists to each project, monitoring daily project activities and scheduling resources for these activities.</p> <p>In her 10 years with the company, Jennifer has supervised implementation and successful completion of more than 250 individual Discovery/Recovery projects that have generated over \$15M in newly found tax and license revenue for RDS clients. She supervised the implementation and day to day activity of the discovery recovery portion of RDS' first major contract in Georgia, Fulton County. The contract, initially awarded to RDS in 2006 and continuing through the present, increased overall revenue from these taxes by 50% including discovery and recovery of more than \$2,900,000 to date.</p> <p>Jennifer also managed the implementation, and continuing delivery of a similar program of Business License Discovery services for the City of Bessemer (2010 through present) and the City of Dunwoody (2011 through present).</p> <p><b>Education:</b> Prior to beginning her career with RDS, Jennifer studied business administration at the University of Montevallo, and completed additional coursework at the University of Alabama Birmingham. Since joining RDS, Jennifer has attended numerous leadership courses as well as the yearly NBBLO State and Local Business Licensing Yearly Conference.</p>

<p><b>J.C. Green, CPA</b> AVP Audit Operations</p> 	<p><b>Assignment:</b> J.C. manages the overall audit operations of the Audit Division, and will interact with managers on project and review all audits.</p> <p><b>Experience:</b> J.C. has over 20 years of advanced compliance auditing experience. He has worked with RDS as a Local and Foreign Audit Specialist since 2005. He conducts, manages and reviews audits conducted by transaction tax compliance, direct and indirect tax, license and privilege tax, and franchise fee sections of the company. He is responsible for a staff of 70+ auditors and has extensive experience and expertise in audit lead research, intrastate and interstate nexus concerns, and multifaceted federal, state and local tax laws. J.C. started his field auditing career with the Internal Revenue Service and the Mississippi Department of Revenue. He has performed transactional and income tax compliance audits for local and national companies throughout the U.S.</p> <p><b>Education:</b> J.C. received his BA in Accounting from the University of Southern Mississippi, and is a Certified Public Accountant.</p>
<p><b>Keri Calloway</b> Project Manager</p> 	<p><b>Assignment:</b> Project Manager</p> <p><b>Experience:</b> Keri began working with RDS in 2006 as a field auditor. Her duties conducting tax examinations of large and small companies to determine if the correct amount of tax liabilities were paid correctly with the requirements set by the Alabama Department of Revenue. She also compiled work papers and written audit reports to represent finding and basis of findings in a clear and logical manner. Currently she serves as an Audit Manager for RDS with duties including managing a group of field auditors to ensure all the above field audit duties are being met and that all the auditors are using the eight minimum standards set by the ALTIST Board. She is also the Project Manager for three of Georgia contracts under which RDS conducts business license audits and audits of other tax types. Those duties include contacting the jurisdiction on a regular basis to go over all audits that we are currently conducting, conducting the audit, and making sure that the taxpayer understands any findings pertaining to each audit.</p> <p><b>Education:</b> Keri received her accounting degree from the University of Montevallo.</p>

3. City of Dunwoody

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41 Perimeter Center East, Suite 250  
Dunwoody, GA 30346  
Contact Chris Pike, Finance Director  
(678) 382-6700  
chris.pike@dunwoodyga.gov

This is an ongoing RDS contract under which we perform Business/Occupation & Hotel/Motel Tax Discovery & Auditing for the City. The contract was originated in 2011 as the result of an RFP and continues through the present date.

Services provided under this contract have resulted in the recovery of approximately \$28,000 from 66 previously unregistered businesses, plus another \$67,000+ in findings as a result of audits undertaken on behalf of the City.

4. Garden City

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100 Central Avenue  
Garden City, GA 31405  
Contact Ron Feldner, City Manager  
(912) 966-7777  
rfeldner@gardencity-ga.gov

This is an ongoing RDS contract under which we perform Business/Occupation license administration for the City.





## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:  Administration – Board of Commissioners	MEETING DATE: 05.05.2015				
	RESOLUTION ATTACHED?				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%; text-align: right;">YES</td> <td style="width: 20%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: right;">NO</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	YES	<input type="checkbox"/>	NO	<input checked="" type="checkbox"/>
YES	<input type="checkbox"/>				
NO	<input checked="" type="checkbox"/>				

**REQUESTED MOTION OR ITEM TITLE:**

Authorize a letter of transmittal for nominees to be appointed by the Hospital Authority Board of Directors.

**SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:**

Seat 2A:  
Becky Livingston, Roger Doty, Phillip Tremble

Seat 2B:  
Roy Rountree, Verna Bennett, Laura Daniels

AGENDA CATEGORY	FINANCIAL IMPACT STATEMENT					
(CHECK ONE)	BUDGETED ITEM?	YES	N	AMENDMENT OR TRANSFER REQUIRED?	YES	N
PRESENTATION				ATTACH DETAILED ANALYSIS, IF NEEDED:  No impact.		
PUBLIC HEARING						
CONSENT	<input checked="" type="checkbox"/>					
NEW BUSINESS						
UNFINISHED BUSINESS						
OTHER						

AGENDA ITEM REVIEW AND APPROVAL											
DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	<input checked="" type="checkbox"/>	YES	<input checked="" type="checkbox"/>	YES	<input checked="" type="checkbox"/>
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL <i>JD</i>		INITIAL <i>Jsu</i>		INITIAL <i>LC</i>	
DATE		DATE		DATE		DATE <i>4/29/15</i>		DATE <i>4/29/15</i>		DATE <i>5.25.15</i>	

COMMISSION ACTION AND REFERRAL	
APPROVED	DATE TO BE RETURNED TO AGENDA:
DENIED	NOTES:
DEFERRED	



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:  Transportation/Airport	MEETING DATE: 05.05.2015				
	RESOLUTION ATTACHED?				
	<table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="width: 50px;">YES</td> <td style="width: 50px;">X</td> </tr> <tr> <td>NO</td> <td></td> </tr> </table>	YES	X	NO	
YES	X				
NO					

REQUESTED MOTION OR ITEM TITLE:  
  
Adopt a resolution to enter into a contract to accept state and federal funding.

**SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:**  
 This resolution would authorize county officials to enter into a proposed contract with the Georgia Department of Transportation to receive funding for construction of a T-Hangar building. The T-Hangar building would enable the Airport the opportunity to receive additional operating income for rental space to tenants who have aircrafts. This resolution is required for GDOT to co-fund the project. Approval is recommended.

AGENDA CATEGORY	FINANCIAL IMPACT STATEMENT				
(CHECK ONE)	BUDGETED ITEM?	YES	X	AMENDMENT OR TRANSFER REQUIRED?	YES
		NO			NO
PRESENTATION				ATTACH DETAILED ANALYSIS, IF NEEDED:  Total authorized project and CIP funding: \$385,493.33  Federal Share: \$346,985.00 State Share: \$17,281.00 Local Share: \$21,169.33 (Airport SPLOST)	
PUBLIC HEARING					
CONSENT	X				
NEW BUSINESS					
UNFINISHED BUSINESS					
OTHER					

AGENDA ITEM REVIEW AND APPROVAL											
DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	✓	YES	✓	YES	✓
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL	OP	INITIAL	OP	INITIAL	S-25,13
DATE		DATE		DATE		DATE	4.29.15	DATE	4/29/15	DATE	

COMMISSION ACTION AND REFERRAL	
APPROVED	DATE TO BE RETURNED TO AGENDA:
DENIED	NOTES:
DEFERRED	

**BULLOCH COUNTY BOARD OF COMMISSIONERS  
RESOLUTION  
2015 - \_\_\_\_**

**AUTHORIZATION TO ACCEPT GDOT CONTRACT FOR COSTS ASSOCIATED WITH  
CONSTRUCTION OF T-HANGAR AND ASSOCIATED CONSTRUCTION SERVICES  
AT THE STATESBORO-BULLOCH COUNTY AIRPORT**

**WHEREAS**, the Bulloch County desires to make improvements at existing Statesboro-Bulloch County Airport by constructing a T-Hangar with associated construction services, and receive reimbursement for items of work previously by the County; and

**WHEREAS**, Engineering Design Services costs has been provided by W.K. Dickson under the Master Consultant Services between W.K. Dickson and Bulloch County and bids have been solicited in accordance with FAA requirements and award has or will be made to Commercial Metal Builders in the amount of \$323,650.00 for the construction of the T-Hangar; and

**WHEREAS**, Bulloch County will receive a contract from the Georgia Department of Transportation (GDOT) contract AP015-90XX-32 (031) Bulloch County to provide reimbursement of costs previously paid by Bulloch County and Construction of T-Hangar and associated Construction services up to a maximum amount \$346,945.00 of FAA Funds and up to \$17,281.00 State Funds and requiring a local match of approximately \$21,269.33 and

**NOW, THEREFORE, BE IT RESOLVED THAT** the Bulloch County Commission authorizes the Chairman, County Attorney and Staff to sign such documents that may be necessary to complete this project and accept a contract from the GDOT to include FAA and State funds and furthermore authorizes funding of Bulloch County's contract match from available budgeted funds.

**Adopted this \_\_\_\_ day of \_\_\_\_\_, 2015.**

\_\_\_\_\_  
Chairman Bulloch County Board of Commissioners

\_\_\_\_\_  
County Commissioner

**ATTEST:**

\_\_\_\_\_  
Clerk of the Board

**STATESBORO-BULLOCH COUNTY AIRPORT  
STATESBORO, GA**

**SUMMARY OF CONSTRUCTION ITEMS**

**EXHIBIT A**

**GDOT PROJECT NUMBER AP015(90XX-XX(XXX) BULLOCH COUNTY  
PID - T00XXXXX**

**Construct T-Hangar**

ITEM	SPEC.	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	FAA Funds	%	GDOT Funds
1	FAA	DBE Plan Update Incl. WKD	EA	1	\$7,975.00	\$7,975.00	\$7,177.50	90%	\$0.00
2	FAA	Coordination Fee	EA	1	\$18,664.33	\$18,664.33	\$16,797.90	90%	\$0.00
3	FAA	Hangar Design Services	EA	1	\$7,009.00	\$7,009.00	\$6,308.10	90%	\$0.00
4	FAA	Hangar Bid Services	EA	1	\$6,230.00	\$6,230.00	\$5,607.00	90%	\$0.00
5	FAA	Electrical Panel - Reimbursement	EA	1	\$323,650.00	\$323,650.00	\$291,285.00	90%	\$16,182.50
6	FAA	Construct T-Hangar	EA	1	\$14,005.40	\$14,005.40	\$12,604.86	90%	\$700.27
7	FAA	Hangar Construction Administration	EA	1	\$5,198.60	\$5,198.60	\$4,678.74	90%	\$259.93
8	FAA	Hangar Testing Services Incl. WKD	EA	1	\$2,763.00	\$2,763.00	\$2,486.70	90%	\$138.15
		Coordination Services	EA	1					
		Hangar Resident Inspection	EA	1					
		<b>Total Project Cost</b>				<b>\$385,495.33</b>	<b>\$346,945.00</b>		<b>\$17,281.00</b>

TOTAL MAXIMUM OBLIGATION OF STATE AND FEDERAL FUNDS THIS CONTRACT				Fund Source	
				\$346,945.00	FYXX Federal
				\$17,281.00	FY015State
				\$364,226.00	01151



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:  Transportation/Airport	MEETING DATE: 05.05.2015				
	RESOLUTION ATTACHED?				
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr><td style="width: 50px;">YES</td><td style="width: 50px;"></td></tr> <tr><td>NO</td><td></td></tr> </table>	YES		NO	
YES					
NO					

**REQUESTED MOTION OR ITEM TITLE:**

Authorize an award and contract to the lowest and most responsible bidder for construction of a T-Hangar.

**SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:**  
 The proposed award and contract is to Commercial Metal Builders for construction of a T-Hangar building at a price of \$323,650.00. The T-Hangar building would enable the Airport the opportunity to receive additional income for rental space for tenants who have aircrafts. If the bid award is approved, the contract and notice to proceed will not be issued until the execution of a GDOT funding contract. Approval is recommended.

AGENDA CATEGORY	FINANCIAL IMPACT STATEMENT				
(CHECK ONE)	BUDGETED ITEM?	YES	X	AMENDMENT OR TRANSFER REQUIRED?	YES
		NO			NO
PRESENTATION					
PUBLIC HEARING					
CONSENT	X				
NEW BUSINESS					
UNFINISHED BUSINESS					
OTHER					

**ATTACH DETAILED ANALYSIS, IF NEEDED:**  
 Bid tabulation is attached.  
 Total authorized CIP and project funding: \$385,493.33

Federal Share: \$346,985.00  
 State Share: \$17,281.00  
 Local Share: \$21,169.33 (Airport SPLOST)

If no change orders are issued, GDOT and local funds are likely to be shifted to another project for the Airport.

AGENDA ITEM REVIEW AND APPROVAL											
DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	✓	YES	✓	YES	✓
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL	UD	INITIAL	JSA	INITIAL	
DATE		DATE		DATE		DATE	4.29.15	DATE	4/29/15	DATE	5.25.15

COMMISSION ACTION AND REFERRAL	
APPROVED	DATE TO BE RETURNED TO AGENDA:
DENIED	NOTES:
DEFERRED	

**BID TABULATION AND RECOMMENDATION OF AWARD**

Statesboro-Bulloch County Airport  
T-Hanger Building Re-Bld  
February 19, 2016



ITEM NO.	SPEC NO.	DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		Commercial Metal Builders		BAK Builders, LLC		Georgia Coastal Construction*		Slack Construction		Paul S. Atkins Company		Tippine-Polk Construction		
					UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE
1	H-100	T-Hanger Building	LS	1	\$ 275,000.00	\$ 275,000.00	\$ 323,650.00	\$ 323,650.00	\$ 357,724.00	\$ 357,724.00	\$ 375,000.00	\$ 375,000.00	\$ 378,089.00	\$ 378,089.00	\$ 402,800.00	\$ 402,800.00	\$ 429,700.00	\$ 429,700.00	
						\$ 275,000.00	\$ 323,650.00	\$ 357,724.00	\$ 375,000.00	\$ 378,089.00	\$ 402,800.00	\$ 429,700.00							
						\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

\* Submitted on Improper Forms

This tabulation of bids is true and correct to the best of my knowledge. On the basis of our review of the bids, it is recommended that the contract for this project be awarded to **Commercial Metal Builders**

*Jacob M. Hoban, P.E.*  
Jacob M. Hoban, P.E.  
W.K. Dickson & Co., Inc.



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:

Community Services

MEETING DATE: 05.05.2015

RESOLUTION ATTACHED?

YES	X
NO	

REQUESTED MOTION OR ITEM TITLE:

Adopt a resolution authorizing application for regional transit funding.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:

Please see the attached letter from the Coastal Regional Commission and the resolution. No local funding is binding or determined at this time. Determination of funding for local match is subject to approval in the county budget process. Approval is recommended for the resolution.

AGENDA CATEGORY		FINANCIAL IMPACT STATEMENT					
(CHECK ONE)		BUDGETED ITEM?	YES	N	AMENDMENT OR TRANSFER REQUIRED?	YES	N
			NO	N		NO	N
PRESENTATION		<p>ATTACH DETAILED ANALYSIS, IF NEEDED:</p> <p>It has not been determined what the local match requirement will be. The CRC is scheduled for a budget interview on May 21, 2015. If the budget request is received by May 1, information will be forwarded to the Board of Commissioners before the meeting.</p> <p>Therefore, this resolution shall be placed under New Business for discussion.</p>					
PUBLIC HEARING							
CONSENT							
NEW BUSINESS	X						
UNFINISHED BUSINESS							
OTHER							

### AGENDA ITEM REVIEW AND APPROVAL

DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	✓	YES	✓	YES	✓
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL	JD	INITIAL	Y/a	INITIAL	
DATE		DATE		DATE		DATE	4.29.15	DATE	4/29/15	DATE	5.25.15

### COMMISSION ACTION AND REFERRAL

APPROVED		DATE TO BE RETURNED TO AGENDA:
DENIED		NOTES:
DEFERRED		



April 16, 2015

Chairman Garrett Nevill  
Bulloch County Commission  
P.O. Box 347  
Statesboro, GA 30459

Re: Authorizing Resolution to participate in the  
Regional Rural Public Transportation Program

Dear Chairman Nevill:

Your county has been participating in the regional rural public transportation program for several years. Originally when we started this, your county supported this effort and authorized us to act on your behalf to apply for Section 5311 funding from the Georgia Department of Transportation as part of the regional application process. All of the counties in the region did this in 2008-2009.

Because the Section 5311 regional application incorporates multiple counties, each individual county does not sign the actual funding application. (For example: If your County signed the regional application as a joint applicant [with the CRC], you would be assuming regional responsibility along with the CRC for each of the counties participating in the program.) With the CRC acting as the "Applicant", we are assuming this responsibility on behalf of the counties.

This year, the state is asking us to once again include your County's agreement to participate through an Authorizing Resolution signed by the Chairman of the County Commission (in lieu of the 5311 application). The Authorizing Resolution does not give "blanket" authority to the CRC in any way. It simply gives the CRC, (with the CRC Executive Director acting as the "Applicant"), permission to include your County in the regional application and apply for 5311 funds on your behalf.

To reiterate, participation in the regional rural public transportation program is voluntary. The Authorizing Resolution does not bind your County in any other manner with regard to other applications. The Authorizing Resolution applies only to application for Section 5311 funds.

We respectfully request that the attached Authorizing Resolution be passed and signed at your next Commission meeting and returned to us for inclusion with the 5311 application.

Please contact me at (912) 437-0810 or Don Masisak, Transportation Director at (912) 437-0830, if you have any questions or concerns. If you prefer, you may email us at [aburns@crc.ga.gov](mailto:aburns@crc.ga.gov) or [dmasisak@crc.ga.gov](mailto:dmasisak@crc.ga.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Allen Burns", with a long horizontal flourish extending to the right.

Allen Burns  
Executive Director

AB/ch

c: Tom Couch, County Manager  
Donald Masisak

## **AUTHORIZING RESOLUTION**

### **RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION AND THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR A GRANT FOR PUBLIC TRANSPORTATION ASSISTANCE UNDER SECTION 5311 OF THE FEDERAL TRANSIT LAWS UNDER CHAPTER 53 OF TITLE 49 OF THE UNITED STATES CODE.**

**WHEREAS**, the Federal Transit Administration and the Georgia Department of Transportation are authorized to make grants to non-urbanized areas for mass transportation projects; and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon applicant, including the provision by it of the local share of project costs; and

**WHEREAS**, the Coastal Regional Commission (CRC) is seeking to obtain the authorization by the counties to act as the applicant on their behalf, and the commitment of each county to provide their proportionate share of the local project costs; and

**WHEREAS**, it is required by the United States Department of Transportation and the Georgia Department of Transportation, in accordance with the provisions of Title VI of the Civic Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and under the United States Department of Transportation requirements there under.

### **NOW THEREFORE, BE IT RESOLVED THAT:**

1. The Coastal Regional Commission (CRC) will be the "Applicant" for grants for rural public transportation assistance through Section 5311 of the federal transit laws under Chapter 53 of Article 49 of the U. S. Code on behalf of Bulloch County.
2. The CRC Executive Director, hereinafter referred to as the "Official", is authorized to execute and file an application on behalf of the Applicant, AND will serve as the representative on behalf of Bulloch County, with the Georgia Department of Transportation to aid in the financing of regional public transportation assistance pursuant to Section 5311 of the Federal Transit Act."
3. The Official is authorized by the Bulloch County government to execute and file such application and assurances or any other document(s) required by the U.S. Department of Transportation and the Georgia Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
4. The Official is authorized by Bulloch County to execute and file all other standard assurances or any other document(s) required by the Georgia Department of Transportation or the U.S. Department of Transportation in connection with the application for public transportation assistance.
5. The Official is authorized by Bulloch County to furnish such additional information as the U.S. Department of Transportation or the Georgia Department of Transportation may require in connection with the application of the project.

6. The Official is authorized to execute grant contract agreements on behalf of the Applicant, and Bulloch County with the Georgia Department of Transportation in connection with the application for public transportation assistance.
7. The applicant, while making applications to or receiving grants from the Federal Transit Administration, will comply with FTA Circular 9040.1E, FTA Certifications and Assurances for Federal Assistance in FY2011 as listed in Appendix E, and General Operating Guidelines as illustrated in Appendix D of the Georgia State Management Plan and Administrative Guide for Rural Public Transportation Programs.
8. Bulloch County will have available the required non-federal share, which has been calculated to be their respective portion of the regional rural and coordinated public transportation system's non-federal local share.

**APPROVED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

**Chairman of Commission**

J. Garrett Nevil, Chairman, Bulloch County Commission

---

**Typed Name and Title**

**County Seal**

**Signed, sealed and delivered** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ **in the presence of**

---

**Witness**

---

**Notary Public/Notary Seal**

**CERTIFICATE**

The undersigned duly qualified and acting **Executive Director** of the **Coastal Regional Commission** certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on \_\_\_\_\_, 20 \_\_\_\_.

---

**Authorized Official, Coastal Regional Commission**

Allen Burns, Executive Director

---

**Typed Name and Title**

## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST (Box 1)  Legal	MEETING DATE (Box 2) May 5, 2015				
	RESOLUTION ATTACHED? (Box 3)				
	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 50px; text-align: center;">YES</td> <td style="width: 50px; text-align: center;">X</td> </tr> <tr> <td style="text-align: center;">NO</td> <td></td> </tr> </table>	YES	X	NO	
YES	X				
NO					

REQUESTED MOTION OR ITEM TITLE (Box 4)

Resolution Concerning Board of Education's General Obligation Sales Tax Bonds, Series 2015

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY, IF NEEDED (Box 5)

*The Board of Education has asked the Board of Commissioners to adopt the attached resolution to comply with Article IX, Section V, Paragraph VI of the Georgia Constitution, which requires that at or before the time of incurring bonded indebtedness, provision must be made for the assessment and collection of an annual tax in an amount sufficient to pay the principal of and interest on said debt within 30 years. The BOE's bonds do not constitute a debt of and are not underwritten by the full faith and credit of Bulloch County. The bonds are solely a debt of the School District. In accordance with Article VIII, Section VI, Paragraph I of the Georgia Constitution, the Board of Commissioners is required to levy the annual school tax millage rate certified by the BOE. The attached resolution does not expand that obligation but simply states that the Board of Commissioners will levy annual taxes as certified by the BOE sufficient to pay principal and interest on the bonds, and further assures that those funds will be pledged to payment of the bonds.*

AGENDA CATEGORY (CHECK ONE) (Box 6)	FINANCIAL IMPACT STATEMENT (Box 7)					
PRESENTATION (6a)	BUDGETED ITEM? (7a)	YES		AMENDMENT REQUIRED? (7b)	YES	
		NO			NO	
PUBLIC HEARING (6b)	ATTACH DETAILED ANALYSIS, IF NEEDED (7c)					
CONSENT (6c)						
NEW BUSINESS (6d)	X					
OLD BUSINESS (6e)						
OTHER (6f)						

APPROVED FOR AGENDA (Box 8)

DEPARTMENT DIRECTOR	PURCHASING OFFICER	OTHER	COUNTY CLERK	COUNTY STAFF ATTORNEY	COUNTY MANAGER
YES	YES	YES	YES	YES	YES
NO	NO	NO	NO	NO	NO
INITIAL	INITIAL	INITIAL	INITIAL <i>OB</i>	INITIAL <i>Jh</i>	INITIAL <i>cm</i>
DATE	DATE	DATE	DATE 4/29/15	DATE 4/29/15	DATE 4.25.15

COMMISSION ACTION AND REFERRAL (Box 9)

APPROVED	DATE TO BE RETURNED TO AGENDA
DENIED	
DEFERRED	NOTES
OTHER	

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF BULLOCH COUNTY TO ASSURE COMPLIANCE WITH THE CONSTITUTION OF THE STATE OF GEORGIA BY ASSESSING AND PROVIDING FOR THE COLLECTION OF A DIRECT ANNUAL TAX SUFFICIENT TO PAY THE PRINCIPAL OF AND INTEREST ON GENERAL OBLIGATION SALES TAX BOND, SERIES 2015 TO BE ISSUED BY THE BULLOCH COUNTY SCHOOL DISTRICT IN THE AGGREGATE PRINCIPAL AMOUNT OF \$1,725,000, AS AUTHORIZED AT AN ELECTION HELD FOR THAT PURPOSE ON MARCH 17, 2009, PURSUANT TO AND IN CONFORMITY WITH THE CONSTITUTION AND STATUTES OF THE STATE OF GEORGIA, AND FOR OTHER PURPOSES.

WHEREAS, at an election duly called and held on March 17, 2009 (the "**Election**"), in Bulloch County, constituting the Bulloch County School District (the "**School District**"), a political subdivision of the State of Georgia, after notice thereof had been given to the qualified voters of the School District for the time and in the manner required by law, a majority of the qualified voters of the School District voting in the Election voted in favor of the imposition in Bulloch County of a one percent sales and use tax for educational purposes (the "**Educational Sales Tax**") for a period of time not to exceed 20 consecutive calendar quarters and the issuance of general obligation bonds by the School District, as described in a resolution adopted on December 11, 2008, by the Board of Education of Bulloch County (the "**Board of Education**"), as the controlling and managing body of the School District, by the terms of which resolution the Election was held; and

WHEREAS, pursuant to the results of the Election and the provisions of a bond resolution adopted on November 11, 2009, the Board of Education had previously authorized the issuance and delivery of a portion of the general obligation debt of the School District authorized to be issued by the qualified voters of the School District voting in the Election and issued a first series of bonds designated the BULLOCH COUNTY SCHOOL DISTRICT GENERAL OBLIGATION SALES TAX BONDS, SERIES 2009, in the aggregate principal amount of \$23,525,000 (the "**Series 2009 Bonds**"), and a second series of bonds designated the BULLOCH COUNTY SCHOOL DISTRICT GENERAL OBLIGATION SALES TAX BONDS (TAXABLE-QUALIFIED SCHOOL CONSTRUCTION BONDS-DIRECT PAYMENT), SERIES 2010, in the aggregate principal amount of \$13,705,000 (the "**Series 2010 Bonds**"); and

WHEREAS, pursuant to the results of the Election and the provisions of a bond resolution adopted on October 12, 2012, the Board of Education had previously authorized the issuance and delivery of a third series of bonds designated the BULLOCH COUNTY SCHOOL DISTRICT GENERAL OBLIGATION SALES TAX BONDS, SERIES 2012A, in the aggregate principal amount of \$7,170,000 (the "**Series 2012A Bonds**"); and a fourth series of bonds designated the BULLOCH COUNTY SCHOOL DISTRICT TAXABLE GENERAL OBLIGATION SALES TAX BONDS, SERIES 2012B, in the aggregate principal amount of \$950,000 (the "**Series 2012B Taxable Bonds**"); and

WHEREAS, pursuant to the results of the Election and the provisions of a resolution adopted on April 30, 2015, the Board of Education has authorized the issuance of additional general obligation debt of the School District authorized to be issued by the qualified voters of the School District voting in the Election by way of a sixth series of bonds designated as the

BULLOCH COUNTY SCHOOL DISTRICT GENERAL OBLIGATION SALES TAX BOND, SERIES 2015, in the aggregate principal amount of \$1,725,000 (the “**Series 2015 Bond**”); and

WHEREAS, the Board of Education has determined that the Educational Sales Tax received by the School District in each year will be sufficient to pay fully all principal of and interest on the Series 2009 Bonds, the Series 2010 Bonds, the Series 2012A Bonds, the Series 2012B Taxable Bonds, and the Series 2015 Bond coming due in each year; and

WHEREAS, payment of the principal of and interest on the Series 2009 Bonds, the Series 2010 Bonds, the Series 2012A Bonds, the Series 2012B Taxable Bonds and the Series 2015 Bond will be secured by and payable first from the Educational Sales Tax and then, if and to the extent necessary, from *ad valorem* taxes to be levied in the School District; and

WHEREAS, the Series 2015 Bond shall constitute debt of the School District within the meaning of Article IX, Section V, Paragraph I of the Constitution of the State of Georgia; and

WHEREAS, Article IX, Section V, Paragraph VI of the Constitution of the State of Georgia provides that, at or before the time of incurring bonded indebtedness, provision must be made for the assessment and collection of an annual tax in an amount sufficient to pay the principal of and interest on said debt within 30 years from incurring such bonded indebtedness; and

WHEREAS, the Series 2009 Bonds, the Series 2010 Bonds, the Series 2012A Bonds, the Series 2012B Taxable Bonds, and the Series 2015 Bond and the issuance thereof have been confirmed and validated by judgment of the Superior Court of Bulloch County, Georgia, which judgment has ordered and adjudged that the Board of Education was and is authorized and empowered to recommend to the Board of Commissioners of Bulloch County (the “**Board of Commissioners**”) the assessment and collection of a continuing direct annual tax to be levied on all the taxable property located within the boundaries of the School District, which constitutes all of Bulloch County, in an amount sufficient to pay the principal of and the interest on the Series 2009 Bonds, the Series 2010 Bonds, the Series 2012A Bonds, the Series 2012B Taxable Bonds, and the Series 2015 Bond in accordance with the terms thereof, to the extent the proceeds of the Educational Sales Tax are not sufficient for that purpose; and

WHEREAS, in order to provide for the assessment and collection of a continuing direct annual tax to be levied on all the taxable property subject to taxation for bond purposes located within the boundaries of School District in an amount sufficient to pay the principal of and the interest on the Series 2015 Bond as the same shall mature and become due, to the extent such principal and interest are not paid from proceeds of the Educational Sales Tax, the Board of Education, by a resolution adopted on April 30, 2015, a certified copy of which resolution has been received by the Board of Commissioners, has recommended to the Board of Commissioners that such tax be assessed and collected in the appropriate years, sufficient in amount to produce the sums required to pay the principal of and interest on the Series 2015 Bond to the extent the proceeds from the Educational Sales Tax received by the School District are not sufficient to make such payments, and that the funds provided by said tax shall be pledged irrevocably to and appropriated for the payment of the principal of and the interest on the Series 2015 Bond.

NOW, THEREFORE, be it resolved by the Board of Commissioners of Bulloch County, in meeting assembled, that:

Section 1. TAX ASSESSMENT FOR PAYMENT OF THE SERIES 2015 BOND. For the purpose of providing funds for the payment of the principal of and interest on the Series 2015 Bond on the dates on which such principal and interest shall become due and be payable, to the extent such principal and interest are not paid from the proceeds of the Educational Sales Tax, there shall be and hereby is assessed and collected and there hereafter shall be collected in the appropriate years a continuing direct annual tax upon all the taxable property within the boundaries of the School District, sufficient in amount to produce the sums required to pay the principal of the Series 2015 Bond coming due on May 1 and the interest coming due on the Series 2015 Bond on May 1 and November 1 in each of the years set forth on Exhibit A attached hereto and incorporated herein, through May 1, 2019, to the extent the proceeds from the Educational Sales Tax and capitalized interest from the sale of the Series 2015 Bond received by or on behalf of the School District are not sufficient to make such payments.

Section 2. FUNDS PLEDGED FOR PAYMENT OF THE SERIES 2015 BOND. The funds provided by said tax shall be and hereby are irrevocably pledged to and appropriated for the payment of the principal of and interest on the Series 2015 Bond, and provisions to meet the requirements hereof shall be made hereafter in due time and manner in the annual appropriation measure in each year, to the extent such principal and interest are not paid from the proceeds of the Educational Sales Tax or capitalized interest from the sale of the Series 2015 Bond, so that the Series 2015 Bond, as to principal and interest, shall be fully paid as the same shall mature and become due.

Section 3. PUBLICATION OF TAX RATE. The Board of Commissioners, as levying authority, together with the Board of Education, as recommending authority, shall comply with the provisions of O.C.G.A. § 48-5-32, and all other statutory requirements as may exist from time to time relating to the publication of any reports or notices required prior to establishing millage rates each year for educational purposes, and shall take such other actions as may be required for the assessment and collection of taxes to provide funds in the years and amounts set forth in this resolution, to the extent the proceeds of the Educational Sales Tax received by the School District are not sufficient for that purpose. The Board of Commissioners and the Board of Education shall cause a report to be published in a newspaper of general circulation throughout Bulloch County at least two weeks prior to the establishment of the millage rates for *ad valorem* taxes for educational purposes during the current calendar year, in accordance with O.C.G.A. § 48-5-32.

Section 4. COMPLIANCE WITH CONSTITUTION. This resolution is adopted in order to assure compliance with Article IX, Section V, Paragraph VI of the Constitution of the State of Georgia. The Board of Education has determined that the Educational Sales Tax received by the School District in each year will be sufficient to pay fully all principal of and interest on the Series 2009 Bonds, the Series 2010 Bonds, the Series 2012A Bonds, the Series 2012B Taxable Bonds, and the Series 2015 Bond coming due in each year. The Board of Commissioners will take no action to establish a millage levy for the payment of the Series 2015 Bond from *ad valorem* taxes until the Board of Education certifies to it any millage required for such purposes.

Section 5. CONFLICTING PROVISIONS REPEALED. Any and all resolutions or parts of resolutions, if any, in conflict herewith shall be and the same are repealed by the passage of this resolution.

RESOLUTION APPROVED AND ADOPTED, May 5, 2015.

BULLOCH COUNTY, GEORGIA

By: \_\_\_\_\_  
Chairman  
Board of Commissioners

Exhibit A

DEBT SERVICE SCHEDULE  
SERIES 2015 BOND

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CLERK'S CERTIFICATE

I, the undersigned County Clerk of Bulloch County, keeper of the records and seal thereof, hereby certify that the foregoing is a true and correct copy of a resolution approved and adopted by a majority vote of the Board of Commissioners of Bulloch County, in public meeting assembled on May 5, 2015, the original of which resolution has been entered in the official records of Bulloch County under my supervision and is in my official possession, custody, and control.

I further certify that the meeting was held in conformity with the requirements of Title 50, Chapter 14 of the Official Code of Georgia Annotated.

(S E A L)

\_\_\_\_\_  
County Clerk



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:  Executive Session – Personnel	MEETING DATE: 05.05.2015				
	RESOLUTION ATTACHED?				
	<table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="width: 50px;">YES</td> <td style="width: 50px;"></td> </tr> <tr> <td>NO</td> <td>X</td> </tr> </table>	YES		NO	X
YES					
NO	X				

REQUESTED MOTION OR ITEM TITLE:  
  
Discussion of re-appointments to the Airport Committee.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:  
Ellis Wood, Doug Collins, Brian Kent and Alan Davis have terms that are expiring on 6/30/15. Their terms are for six (6) years. The Airport Committee has recommended re-appointment for all four persons. If the nominations are acceptable to the Commission, their names will be placed on the regular meeting agenda of 05.19.2015 for approval.

AGENDA CATEGORY	FINANCIAL IMPACT STATEMENT					
(CHECK ONE)	BUDGETED ITEM?	YES	N	AMENDMENT OR TRANSFER REQUIRED?	YES	N
		NO	N		NO	N
PRESENTATION				ATTACH DETAILED ANALYSIS, IF NEEDED:  No impact.		
PUBLIC HEARING						
CONSENT						
NEW BUSINESS						
UNFINISHED BUSINESS						
OTHER	X					

AGENDA ITEM REVIEW AND APPROVAL											
DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	✓	YES	✓	YES	✓
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL <i>JD</i>		INITIAL <i>OP</i>		INITIAL <i>cc</i>	
DATE		DATE		DATE		DATE 4.29.15		DATE 4/29/15		DATE 5-25-15	

COMMISSION ACTION AND REFERRAL		
APPROVED		DATE TO BE RETURNED TO AGENDA:
DENIED		NOTES:
DEFERRED		



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:

MEETING DATE: 05.05.2015

Executive Session - Personnel

RESOLUTION ATTACHED?

YES

NO

X

REQUESTED MOTION OR ITEM TITLE:

Discussion of appointments to the Alcohol and Drug Council.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:

Mr. Raymond Scott has been submitted as a nominee to replace Dr. Bobby Mooney.

**AGENDA CATEGORY**

**FINANCIAL IMPACT STATEMENT**

(CHECK ONE)

BUDGETED ITEM?

YES

N

NO

N

AMENDMENT OR  
TRANSFER REQUIRED?

YES

N

NO

N

PRESENTATION

PUBLIC HEARING

CONSENT

NEW BUSINESS

UNFINISHED BUSINESS

OTHER

X

ATTACH DETAILED ANALYSIS, IF NEEDED:

No impact.

**AGENDA ITEM REVIEW AND APPROVAL**

DEPARTMENT  
DIRECTOR

PURCHASING  
OFFICER

OTHER

COUNTY CLERK

COUNTY STAFF  
ATTORNEY

COUNTY  
MANAGER

YES

YES

YES

YES

YES

YES

NO

NO

NO

NO

NO

NO

INITIAL

INITIAL

INITIAL

INITIAL

INITIAL

INITIAL

DATE

DATE

DATE

DATE

DATE

DATE

4.29.15

4/29/15

4.25.15

**COMMISSION ACTION AND REFERRAL**

APPROVED

DATE TO BE RETURNED TO AGENDA:

DENIED

DEFERRED

NOTES:

# Bulloch County Alcohol and Drug Council

P.O. Box 694  
419 Fair Road  
Statesboro, GA 30459  
Ph. (912) 764-6405  
Fax (912) 764-7221  
badc@nctv.com

April 7, 2015

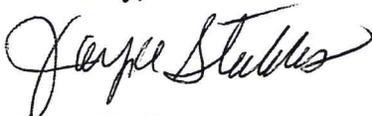
Mr. Thomas Couch  
County Manager, Bulloch County  
115 North Main Street  
Statesboro, Georgia 30458

Dear Mr. Couch:

The *Bulloch Alcohol and Drug Council* would like to submit the name of **Mr. Raymond Scott**, Counselor Willingway Hospital, as a prospective Council member to fill the vacancy of Dr. Bobby Mooney. Please let us know if this meets the approval of the Board of Commissioners.

Thanks for your continued support.

Sincerely,



Joyce Stubbs  
Director



# Bulloch County Application for Community Service

If you are interested in participating in local government by membership on any of the following County boards or committees, please complete this application and return it to:

**Bulloch County Manager's Office**  
**P.O. Box 347, 115 North Main Street**  
**Statesboro, GA 30459**  
*estrickland@bullochcounty.net*

Your application will be given every consideration as vacancies occur.

**Check the boards/commissions/committees in which you are interested:**

- |  |   |
|--|---|
| <input type="checkbox"/> Airport Committee                 | <input type="checkbox"/> Keep Bulloch Beautiful Board   |
| <input type="checkbox"/> Animal Shelter Advisory Committee | <input type="checkbox"/> Recreation Advisory Committee  |
| <input type="checkbox"/> Board of Health                   | <input type="checkbox"/> Planning and Zoning Commission |
| <input type="checkbox"/> Development Authority             | <input type="checkbox"/> Other:                         |
| <input type="checkbox"/> Hospital Authority                |   |

Mr.  Ms.  Name Raymond Scott Date 04/06/15

Address 1030 Bradford Way Statesboro, Ga. 30461

Phone: Day 531-1553 Night 489-8348 Email raymond.scott40@yahoo.com

Bulloch County Resident? YES If so, since when? 1992

County / State of Former Residence Wayne County, Jesup, Ga.

Educational Background BS Child and Family Development Georgia Southern University

Occupation Program Manager Employer Willingway

**Occupational Background**

Willingway 1992-Presently, Pineland Mental Health 1992- 1996, Bulloch County  
Proabtion and State Probation 1996- Presntly

**Community Activities** (organizations, club, service groups, etc.)

AA, Believer's Church, First A B Church Deacon Board and Chairman for 2 years. Co-  
Owner of Partners in Treatment and Prevention of Alcoholism and Drug Addiction.

**Reason for Applying for this Board / Commission / Committee**

I want to promote, encourage and support the youth and safety of Bulloch County residence.

Can attend day meetings? YES Can attend night meetings? YES

*Applications will be kept on file for one year. If you have questions about serving on a board, commission, or committee, please feel free to contact the Manager's Office at (912) 764-6245.*



## BULLOCH COUNTY BOARD OF COMMISSIONERS AGENDA ITEM SUMMARY

DEPARTMENT MAKING REQUEST:

Executive Session - Personnel

MEETING DATE: 05.05.2015

RESOLUTION ATTACHED?

YES

NO

X

REQUESTED MOTION OR ITEM TITLE:

Discussion of appointment for a vacant position to the Coastal Regional Commission Aging Services Advisory Council.

SUMMARY/BACKGROUND ATTACH DETAILED SUMMARY:

This appointment would be for a three-year-term.

AGENDA CATEGORY	FINANCIAL IMPACT STATEMENT					
(CHECK ONE)	BUDGETED ITEM?	YES	N	AMENDMENT OR TRANSFER REQUIRED?	YES	N
		NO	N		NO	N
PRESENTATION				ATTACH DETAILED ANALYSIS, IF NEEDED:  No impact.		
PUBLIC HEARING						
CONSENT						
NEW BUSINESS						
UNFINISHED BUSINESS						
OTHER	X					

### AGENDA ITEM REVIEW AND APPROVAL

DEPARTMENT DIRECTOR		PURCHASING OFFICER		OTHER		COUNTY CLERK		COUNTY STAFF ATTORNEY		COUNTY MANAGER	
YES		YES		YES		YES	✓	YES	✓	YES	✓
NO		NO		NO		NO		NO		NO	
INITIAL		INITIAL		INITIAL		INITIAL	JD	INITIAL	JL	INITIAL	JK
DATE		DATE		DATE		DATE	4.29.15	DATE	4/29/15	DATE	4.25.15

### COMMISSION ACTION AND REFERRAL

APPROVED		DATE TO BE RETURNED TO AGENDA:
DENIED		NOTES:
DEFERRED		



April 10, 2015

Chairman J. Garrett Nevil  
Bulloch County Commission  
P. O. Box 347  
Statesboro, GA 30459

Re: Vacancies on Aging Services Advisory Council

Dear Chairman Nevil:

As you know, one of the functions of the Coastal Regional Commission is to provide programs to older adults and caregivers in our region (mainly through contracts) with more than 18 service providers throughout our nine county region. One of the requirements that we have under the Older Americans Act and the State Office of Aging Regulations is to have an active Aging Services Advisory Council.

The appointed individuals must be over 60 years of age and should be a consumer, aging advocate, other interested individual, or local elected official. The role of the council and its members is very important inasmuch as it meets with the staff from time to time to review budgets, get updates on new programs, and provide input on how current and new programs are developed. These activities enable us to provide better services to the older adults of your community. The council must meet quarterly, and the meetings are generally held on the fourth Tuesday of every third month, beginning at 10:00 a.m. at the Richmond Hill City Center.

In reviewing our records, we currently have one vacancy on our council for Bulloch County. According to the Advisory Council Bylaws, Term of Membership: *Active council members may serve an unlimited number of consecutive terms of membership as long as the member is actively attending council meetings; however, the city/county must reappoint the council member every three years.* It is, therefore necessary for you to appoint a council member to fill a three-year term. Appointees will serve a three year term beginning July 1, 2015 through June 30, 2018.

If you have any questions, please call Dionne Lovett, Aging Services Director, at (912) 437-0840.

Sincerely,

A handwritten signature in blue ink, appearing to read "Allen Burns", with a long horizontal flourish extending to the right.

Allen Burns  
Executive Director

AB/tt

Cc: Olympia Gaines, Clerk of the Board  
Dionne Lovett, Aging Services Director