Supplemental Information for Meeting Management 101

Georgia Clerks Education Institute
Facilitator: Jawahn E. Ware
OUTLINE AND RANKING OF PARLIAMENTARY PROCEDURES
Association County Commissioners of Georgia

Main Motion

Debate

Privileged Motions (undebatable)
- adjourn
  - amended (length of the recess)
  - recess
- raise a question of privilege
  - no second required
  - no vote required
- if motion passes — meeting is adjourned
- if motion fails — return to consideration of previous motion

Subsidiary Motions (undebatable)
- lay on the table (postpone temporarily)
  - voted immediately (previous question)
  - 2/3 vote required
- limit debate
  - amended (length of the limit)
  - 2/3 vote required
- if motion passes — motion is placed on the table for future consideration
- if motion fails — return to consideration of previous motion

Subsidiary Motions (debatable)
- postpone to a certain time
  - debate
  - amended
  - limit debate
  - vote immediately
- if motion passes — motion will be considered at a particular time
- if motion fails — return to consideration of previous motion

Subsidiary Motions (debatable)
- refer
  - debate restricted
  - amended
  - limit debate
  - vote immediately
- if motion passes — motion is sent to a committee or department
- if motion fails — return to consideration of previous motion

Subsidiary Motions (debatable)
- amend
  - debate
  - amended
  - limit debate
  - vote immediately
- if motion passes — amended motion is considered by the board
- if motion fails — return to consideration of previous motion

Subsidiary Motions (debatable)
- postpone indefinitely
  - debate
  - amended
  - limit debate
  - vote immediately
- if motion passes — consideration of main motion is postponed indefinitely
- if motion fails — return to debate of main motion

Note: Incidental Motions ("Applause," "Parliamentary Inquiry," "Point of Order," "Point of Information") and Supplementary Main Motions ("Reconsider," ")Revise," "Resume Consideration") are not included in the flowchart since they are not part of the ranking system and can be introduced at any time.
AFFIDAVIT AS REQUIRED UNDER O.C.G.A., SECTION 50-14-4 (b)

Personally appeared before the undersigned attesting officer, duly authorized to administer oaths, Chairman________________, who, after being sworn, deposes and on oath states the following:

(1) I was the Chairman of a meeting of the Dougherty County Board of Commissioners held on the ___ day of ________________.

(2) The subject matter of the closed portion of the meeting which was closed for the purposes of ____________________________

__________________________

as allowed by O.C.G.A., Section 50-14-2 and Section 50-14-3 was devoted to matters within those exceptions and as provided by law.

(3) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A., Section 50-14-4(b) that such an affidavit be executed.

This ___ day of ________________, 201__

Chairman
Board of Commissioners of
Dougherty County, Georgia

Sworn to and subscribed before me this ___ day of ________________,
201____.

______________________________
Notary Public
AGENDA
BOARD OF CITY COMMISSIONERS
TUESDAY, JUNE 23, 2015
6:00 PM – EARLY BRIEFING – ROOM 120
6:30 PM – REGULAR MEETING – ROOM 100

INVOCATION: Pastor Robert Bennett, New Birth Fellowship Baptist Church

PLEDGE OF ALLEGIANCE TO THE FLAG

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

I. PUBLIC HEARINGS:

A. Zoning Matters

1. Zoning Case #15-020 – WRB Ventures, LLC/Owner; Melissa Strother/Applicant; request special approval to allow an Indoor/Outdoor Special Event Center within the C-5 Dist., for property located at 1308 Dawson Rd.

B. Alley Closing:

1. Closing Approx. 345 Ft. of Edgewood Alley from W. Third Ave. to W. Second Ave.

II. REPORT OF COMMITTEE OF THE WHOLE

A. Approval of Zoning Case #15-020 – WRB Ventures, LLC/Owner; Melissa Strother/Applicant; request special approval to allow an Indoor/Outdoor Special Event Center within the C-5 District for property located at 1308 Dawson Rd.

III. APPOINTMENT:

1. Appointments to Community Development Council for one year term expiring June 2016
AGENDA
BOARD OF CITY COMMISSIONERS
TUESDAY, JUNE 23, 2015
6:00 PM – EARLY BRIEFING – ROOM 120
6:30 PM – REGULAR MEETING – ROOM 100

NOTE: THE MOTION FOR APPROVAL OF AN ORDINANCE IS AS FOLLOWS: “I OFFER
THE ORDINANCE AND ASK FOR UNANIMOUS CONSENT TO DISPENSE WITH THE
SECOND READING AND ASK FOR ITS ADOPTION”

IV. ORDINANCES AND RESOLUTIONS

A. ORDINANCES

1. Amending the City of Albany’s FY 2015 Budget
3. Closing Approx. 345 Ft. of Edgewood Alley from W. Third Ave. to W. Second Ave., Authorizing the execution of a Quit Claim Deed

NOTE: THE MOTION FOR APPROVAL OF A RESOLUTION IS AS FOLLOWS: ‘I OFFER
THE RESOLUTION AND ASK FOR ITS ADOPTION’

B. RESOLUTIONS

1. Cancelling the July 7, 2015 Work Session
2. Authorizing the Termination of the City’s Weatherization Program funded by the Georgia Environmental Finance Authority and Transferring Weatherization Funds to the SW GA Community Action Council
3. Accepting the recommendation from the Community Development Council to fund Public Service Grants through CDBG
4. Acceptance of GA. Dept. of Natural Resources Grant for the 2nd Phase of a Historic Resource Survey
5. Authorizing submission of Application for FY 2015-16 JAG Grant; authorizing execution of Intergovernmental Memorandum of Understanding Agreement between the City of Albany and Dougherty County
7. Authorizing use of SPOLOST VI Funds for the purchase and installation of Mobile Camera System
8. Authorizing use of SPOLOST VI Funds for the purchase of Printers and for the Albany Police Dept.
9. Authorizing use of SPOLOST VI Funds for the purchase of Laptops for the Albany Police Dept.
AGENDA
BOARD OF CITY COMMISSIONERS
TUESDAY, JUNE 23, 2015
6:00 PM – EARLY BRIEFING – ROOM 120
6:30 PM – REGULAR MEETING – ROOM 100

CONSENT AGENDA

I. Current Bids:

1. Bucket Truck, Altec Industries, Inc., Birmingham, AL
   Total expenditure $95,065.00

2. Mgmt./Maint. Services, CH2M Hill OMI Corp., Englewood CO
   Total expenditure $1,070,958.00

3. Transit Buses, Gillig Buses, Heywood CA
   Total expenditure $1,919,812.00

4. Office Supplies, Staples
   Total Expenditure $170,000.00

II. OTHER BUSINESS

III. ADJOURNMENT
The City of Lake Forest
Historic Preservation Commission Agenda

Regular Meeting  Wednesday, May 27, 2015
City Hall Council Chambers – 220 E. Deerpath
6:30 P.M.

Susan Rafferty Athenson
Wells Wheeler
Mary Ellen Swenson
Robert Alfe

Jim Preschlack, Chairman
John Travers
Carol Gayle

The Historic Preservation Commission meetings are broadcast live on Cable TV.

1. Introduction of Commissioners and staff, overview of meeting procedures – Chairman Preschlack.

2. Recognition of past Commission Chairman Kurt Pairitz.

3. Consideration of approval of the minutes from the April 29, 2015 meeting.

**New Residential Petition**

Variances Requested

4. Consideration of a request for a Certificate of Appropriateness to approve an addition to a residence at 450 Illinois Road. A building scale variance and height variance are also requested.

   Owner: Susan Stetson and Alan Vertrees
   Representative: Michael Breeman, architect

**Other Items**

5. Opportunity for the public to address the Historic Preservation Commission on non-agenda items.

6. Additional information from staff.

**MEETING PROCEDURES**

Historic Preservation Commission meetings follow the procedures outlined below. In the spirit of fairness to all parties, any of these procedures may be modified for a particular item at the discretion of the Chairman.

1. Introduction of the item by the Chairman
2. Declaration of Conflicts of Interest and Ex Parte Contacts by members of the Commission.
3. Presentation by the Petitioner – 10 minutes.
4. Identification of Issues by Staff – 5 minutes.
5. Questions or requests for clarification from Commission to Petitioner or Staff.
6. Public Testimony – 5 minutes per speaker.
7. Final Questions from Commission to Petitioner or Staff, or direction to Petitioner and Staff to provide additional information.
8. Petitioner Rebuttal – 10 minutes.
9. Staff response to public testimony – 5 minutes.
10. Commission Discussion and Comment
11. Motion and second
12. Final Commission comments
13. Commission Action

Mandatory Adjournment Time
11:00 p.m.

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, may contact the Community Development Department at 847-810-3303. The City will make reasonable accommodations for those persons.
DOUGHERTY COUNTY COMMISSION

WORK SESSION – JULY 13, 2015

Government Center    Room 120   10:00 a.m.

AGENDA

A. CALL MEETING TO ORDER BY CHAIRMAN CHRISTOPHER COHILAS.

B. PUBLIC HEARING FOR THE PROPOSED MILLAGE RATE INCREASE TO 12.594 MILLS FOR THE COUNTY-WIDE GENERAL FUND. (Those wishing to speak for or against this item should sign the Sign Up sheet located on the table).

C. DELEGATIONS (The Commission will hear comments on those items pertaining to Dougherty County for which a public hearing has not been held or scheduled. Please be brief, to the point, and considerate of time for others):

D. ITEMS FOR DISCUSSION FOR REGULAR MEETING SCHEDULED JULY 20, 2015:

1. Minutes of June 15 Regular Meeting, June 29 Work Session and June 29 Special Called Meeting. See Minutes.

2. Recommendation to purchase two (2) ambulances and equipment for Emergency Medical Services from Custom Truck and Body Works (Woodbury, GA), in the amount of $274,966. Pricing for the vehicles is “piggy-backed” from the County’s earlier purchase with the vendor in April 2015. The recommended vendor supplied the last six units purchased by EMS. Funding is budgeted in SPLOST VI- EMS Ambulance Replacements in the amount of $280,000. County Clerk Jawahn Ware will address EMS Training Supervisor Richard Roberts and City of Albany Buyer Dale Henry are present. See Purchases #1.

<see over>
3. Recommendation to purchase one (1) Model 6105D John Deere Tractor and one (1) 7 ft mower for Public Works from the lowest responsive and responsible bidder meeting specifications, Albany Tractor Company (Albany, GA). Albany Tractor is the sole bidder for the tractor in the amount of $49,829.14 and the only vendor meeting specifications for the mower in the amount of $6,995; for the total purchase amount of $56,824.14. Funding is budgeted in CIP for $50,000. County Clerk Jawahn Ware will address. Public Works Director Larry Cook and City of Albany Buyer Dale Henry are present. See Purchases #2.

E. ITEMS FROM THE COUNTY ADMINISTRATOR.

1. Reminder: The second public hearing regarding the proposed millage rate increase will be this evening, July 13 at 6 p.m. in Room 100.

F. ITEMS FROM THE COUNTY ATTORNEY.

G. ITEMS FROM THE COUNTY COMMISSION.

H. ADJOURN.
AGENDA

BOARD OF COMMISSIONERS
OF
OCONEE COUNTY, GEORGIA
Tuesday, January 6, 2015
Commission Meeting Chambers
Oconee County Courthouse
7:00 p.m.

Administration of Oath of Office (immediately prior to meeting)
by Probate Judge David Anglin to:

Post 2 Commissioner John Daniell
Post 3 Commissioner W. E. "Bubber" Wilkes

**************************************************************************************************

1. Approval of Agenda.

2. Statements and Remarks from Commissioners.


4. Approval of Minutes:

Minutes of the December 2, December 9, and December 16, 2014 meetings have been distributed.

5. Business Involving Guests, Groups, or Multiple Visitors:

None.

6. County-wide Matters:

1) Second Reading and Public Hearing on proposed Ordinance Regulating the Sale of Alcoholic Beverages.

7. Approval of Resolutions, Ordinances, Policies, Etc.:

1) Second Reading and Public Hearing on proposed Environmental Health Rules and Regulations regulating on-site sewage management systems, portable sanitation contractors, and tourist accommodations.

2) Consider 2015 Issuance of Citations for County Ordinance Violations Resolution.

AGENDA

BOARD OF COMMISSIONERS
OF
OCONEE COUNTY, GEORGIA
Tuesday, January 6, 2015
Commission Meeting Chambers
Oconee County Courthouse
7:00 p.m.

8. Hearings and Actions on Zoning Matters, Special Use Permits, Street Light Tax Districts, Etc.:

1) Consider Rezone Request No. 6598 by Teresa J. Burlingame, ±14.23 acres, located on Virgil Langford Road and Jennings Mill Road, from A-1 to B-2, to allow for an office park.

2) Consider Rezone Request No. 6622 by Herbert E. Michael, et al, c/o Mark Selvidge, ±4.954 acres, located on Union Church Road and New High Shoals Road, from A-1 to O-4-P, to allow for a commercial parking lot and garage.

3) Consider Rezone Request No. 6623 by Samuel F. Border, ±14.756 acres, located on SR 15, from AR-1 to AR-1 with modifications, to subdivide two single-family lots.

9. Personnel Matters:

1) Consider appointment to the Board of Tax Assessors for a six-year term, to expire March 31, 2021.

2) Consider appointment to the Keep Oconee County Beautiful Commission for an unexpired term, to expire June 30, 2016.

3) Consider appointment to Georgia’s Innovation Corridor Joint Development Authority for a four-year term, to expire February 28, 2019.

4) Consider Commissioner/Staff and Alternate appointments to the Hard Labor Creek Reservoir Management Board for two-year terms, to expire December 31, 2016.

5) Consider Appeal Hearing Officer appointment (personnel hearings) for a two-year term, to expire December 31, 2016.

6) Consider appointment of a Special Master and an Alternate Special Master (as provided in the Ethics Ordinance for the Oconee County Board of Commissioners) for two-year terms, to expire December 31, 2016.

7) Discuss and Consider appointment to the Northeast Georgia Solid Waste Management Authority for an unexpired term, to expire December 31, 2016.

8) Discuss and Consider appointment of the County Clerk, Deputy Clerk, and County Attorney for one-year terms, to expire December 31, 2015.
AGENDA

BOARD OF COMMISSIONERS
OF
OCONEE COUNTY, GEORGIA
Tuesday, January 6, 2015
Commission Meeting Chambers
Oconee County Courthouse
7:00 p.m.

10. Approval of Contracts, Rights-of-Way, Awarding Bids, Purchases, Etc.:

   1) Consider award of contract for Herman C. Michael Tennis Court Sports Lighting to
      MUSCO Sports Lighting, LLC for $80,900 to be paid from SPLOST funds and authorize
      conveyance of discarded lights and poles from Herman C. Michael Tennis Court to
      Oglethorpe County at no charge.

11. Budget Items:

    None.

12. Miscellaneous:

   1) Consider 2015 Board of Commissioners Meeting Schedule.

   2) Discuss and Consider declaration of vehicles as surplus and authorize to put out to bid
      on GovDeals.com – Wes Geddings.

13. Consent Items:

    None.

14. Executive Session to discuss land acquisition, personnel matters and/or potential
    litigation (if needed).

15. Adjourn.
JUNE 23, 2015

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE CITY OF ALBANY, GEORGIA
GOVT. CENTER – RM 100

PRESENT: Mayor Dorothy Hubbard
Mayor Pro Tem Bobby Coleman
City Commissioners: Jon Howard, BJ Fletcher, Roger Marietta, Bob Langstaff, Jr., and Tommie Postell
City Manager: Sharon Subadan
City Attorney: C. Nathan Davis

Mayor Hubbard called the meeting to order at 6:39 p.m., and welcomed City Manager Sharon Subadan.

The invocation was given by Pastor Robert Bennett, New Birth Fellowship Baptist Church, followed by the Pledge of Allegiance.

Commissioner Postell moved to approve the minutes of the previous meeting, seconded by Mayor Pro Tem Coleman; the motion unanimously carried.

PUBLIC HEARING

Mayor Hubbard opened the public hearing for the following:

1. Zoning Case #15-020 – WRB Ventures, LLC/Owner; Melissa Strother/Applicant; request special approval to allow an Indoor/Outdoor Special Event Center within the C-5 Dist., for property located at 1308 Dawson Rd.

Using a power point presentation (copy on file), Mary Teter, Senior Planner, reviewed the special approval application and advised that special approval is required in the C-5 District to allow for the special event center. She stated that small gatherings, such as baby/bridal showers, etc., which are limited to 75-100 guests (average of 30 guests per event) will be held at the location and displayed a photo of the house. Additional discussion followed on the surrounding zoning, parking spaces, ingress/egress, hours of operations, planning considerations, etc., including the land use map, and aerial view, etc. In summary, Ms. Teter advised that the Planning Commission recommends approval, conditioned to the applicant’s May 15, 2015 Letter of Intent.

In reply to Commissioner Postell, Ms. Teter advised that 27 parking spaces are required; they have 14 spaces on site and were granted the use of an additional 40 spaces at the Executive Center, which meets zoning requirements of being within 500’ of their property.

Richard Barnhill and Melissa Strother were present to answer questions.

2. Alley Closing -- Closing Approx. 345 Ft. of Edgewood Alley from W. Third Ave. to W. Second Ave

There being no one present to speak in opposition or support of the alley closing, Mayor Hubbard closed the public hearing.

REPORT OF COMMITTEE OF THE WHOLE

Commissioner Marietta moved to approve the following special approval zoning application, seconded by Commissioner Langstaff; the motion unanimously carried.

1. Zoning Case #15-020 – WRB Ventures, LLC/Owner; Melissa Strother/Applicant; request special approval to allow an Indoor/Outdoor Special Event Center within the C-5 Dist., for property located at 1308 Dawson Rd.

APPOINTMENTS

1. Appointments to Community Development Council for one-year term expiring June 2016
JUNE 23, 2015

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE CITY OF ALBANY, GEORGIA
GOVT. CENTER – RM 100

The Clerk advised that Michael Fowler, Timothy Sweet-Holp, Jonetta LaMons, Njemile Ali, Wylene Jones, Joyce Lane, Deborah Lilly, Pinky Modeste, Eloise Moore, Ella Murray, Louise Primrose and Gary Sanders requested to be reappointed and that Commissioner Postell recommended appointing Doris Meadows and Jeannie Nobles to serve in S. Albany.

Commissioner Postell moved to reappoint and/or appoint the names as noted, seconded by Commissioner Marietta; the motion unanimously.

Mayor Hubbard asked if there is still a vacancy in East Town with Mayor Pro Tem Coleman advising that he will speak with Ms. Hammond.

ORDINANCES

Commissioner Marietta introduced

AN ORDINANCE NO. 15-118

Amending the City of Albany’s FY 2015 Budget

Commissioner Marietta then offered the ordinance and asked for unanimous consent to dispense with the second reading and asked for its adoption, seconded by Commissioner Langstaff; the motion unanimously carried.

Commissioner Postell introduced

AN ORDINANCE NO. 15-119

Adopting Budget and Appropriations for period July 1, 2015 through June 30, 2016

Commissioner Postell then offered the ordinance and asked for unanimous consent to dispense with the second reading and asked for its adoption, seconded by Commissioner Langstaff; the motion unanimously carried.

Commissioner Postell introduced

AN ORDINANCE NO. 15-120

Closing Approx. 345 Ft. of Edgewood Alley from W. Third Ave. to W. Second Ave., Authorizing the execution of a Quit Claim Deed

Commissioner Postell then offered the ordinance and asked for unanimous consent to dispense with the second reading and asked for its adoption, seconded by Commissioner Langstaff; the motion unanimously carried.

RESOLUTIONS

Commissioner Howard moved to adopt the following resolution, seconded by Commissioner Postell; the motion unanimously carried.

A RESOLUTION NO. 15-R131

 Cancelling the July 7, 2015 Work Session

Commissioner Postell moved to adopt the following resolution, seconded by Commissioner Langstaff; the motion unanimously carried.
JUNE 23, 2015

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE CITY OF ALBANY, GEORGIA
GOVT. CENTER – RM 100

A RESOLUTION NO. 15-R132

Authorizing the Termination of the City’s Weatherization Program funded by the Georgia Environmental Finance Authority and Transferring Weatherization Funds to the SW GA Community Action Council

Commissioner Howard asked that spending is monitored on houses approved for weatherization funds. Commissioner Mariette stated that she feels the City should be able to receive more federal funds for this project than what it currently receives, adding that he spoke with the City Manager and suggested exploring the possibility of getting additional funding. Mayor Hubbard suggested that this be discussed with the City’s federal lobbyist.

Commissioner Postell moved to adopt the following resolution, seconded by Commissioner Langstaff; the motion unanimously carried.

A RESOLUTION NO. 15-R133

Accepting the recommendation from the Community Development Council to fund Public Service Grants through CDBG

Commissioner Postell moved to adopt the following resolution, seconded by Commissioner Langstaff; the motion unanimously carried.

A RESOLUTION NO. 15-R134

Acceptance of GA. Dept. of Natural Resources Grant for the 2nd Phase of a Historic Resource Survey

Discussion followed with Commissioner Postell asking for clarification as it pertains to flooded homes in South Albany, homes that are in disrepair being listed as historic, etc. Paul Forgrey, Planning Director, explained that this is the second year the City has applied for and received the grant. The purpose is to remain in compliance by being a certified local government; it is an effort to survey all of the historic structures in the city. Commissioner Postell asked if homes/structures that remained following the flood of 1994, have been declared historic. Mr. Forgrey replied that some have, but not all. He explained that the age (50 years and older) and significance of a structure is the basis for declaring it as historic; being flooded is irrelevant to preserving them. A structure can be historic, but still need to be demolished; historic is a designation that there is something significant about a structure. Commissioner Postell discussed a situation in which structures in north Albany were in a Catch-22 – they could not be torn down because of being classified as historic, but could not be restored because materials of their time were no longer available.

Hearing no further comments, the motion unanimously carried.

Commissioner Postell moved to adopt the following resolution, seconded by Commissioner Langstaff; the motion unanimously carried.

A RESOLUTION NO. 15-R135

Authorizing submission of Application for FY 2015-16 JAG Grant; authorizing execution of Intergovernmental Memorandum of Understanding Agreement between the City of Albany and Dougherty County

Commissioner Postell moved to adopt the following resolution, seconded by Commissioner Langstaff; the motion unanimously carried.

A RESOLUTION NO. 15-R136

Authorizing execution of a Service Provider Contract with Alcalde & Fay, LTD re: Federal Lobbyist Contract Renewal
JUNE 23, 2015

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE CITY OF ALBANY, GEORGIA
GOVT. CENTER – RM 100

Commissioner Postell moved to adopt the following three resolutions, seconded by Commissioner Langstaff; the motion unanimously carried.

A RESOLUTION NO. 15-R137

Authorizing use of SPLOST VI Funds for the purchase and installation of Mobile Camera System

A RESOLUTION NO. 15-R138

Authorizing use of SPLOST VI Funds for the purchase of Printers and for the Albany Police Dept.

A RESOLUTION NO. 15-R139

Authorizing use of SPLOST VI Funds for the purchase of Laptops for the Albany Police Dept.

Commissioner Postell moved to approve the following Consent Agenda, seconded by Commissioner Langstaff; the motion unanimously carried.

CONSENT AGENDA

Current Bids:

1. Bucket Truck, Altec Industries, Inc., Birmingham, AL
   Total expenditure $95,065.00

2. Mgmt./Maint. Services, CH2M Hill OMI Corp., Englewood CO
   Total amount $1,070,958.00

3. Transit Buses, Gillig Buses, Heywood CA
   Total expenditure $1,919,812.00

4. Office Supplies, Staples
   Total Expenditure $170,000.00

OTHER BUSINESS

Commissioner Postell questioned the installation of lights on Westover Blvd to Oakridge. Asst. City Manager Phil Roberson reported the status and advised that work should begin next week.

Mayor Pro Tem Coleman asked about his request to have a Charter Amendment re: Interim City Manager selecting Police and Fire Chiefs. Mr. Davis stated that he sent an email to the Clerk asking that it be on the next work session.

Commissioner Howard mentioned: the July 4th Fireworks will be brought back downtown, students from Jacksonville are in the city helping rehab houses and advised that he has a family reunion next month. He said it is his hope that the citizens of Albany will be on their best behavior and Albany will be seen in a positive light while our guests are here.

There being no further business, the meeting adjourned at 7:03 p.m.

________________________________________
MAYOR

ATTEST:

________________________________________
CITY CLERK
A regular meeting of the Lake Forest Historic Preservation Commission was held on Wednesday, May 27, 2015 at 6:30 p.m., at the City of Lake Forest City Hall, 220 E. Deerpath, Lake Forest, Illinois.

Historic Preservation Commissioners present: Chairman Preschlack and Commissioners John Travers, Robert Alfe, and Wells Wheeler.

Commissioners absent: Susan Athenson and Mary Ellen Swenson (one position vacant)

City staff present: Kate McManus, Assistant Planner and Catherine Czerniak, Director of Community Development

1. **Introduction of Commissioners and staff, overview of meeting procedures.**

Chairman Preschlack reviewed the meeting procedures followed by the Commission and asked the members of the Commission and staff to introduce themselves.

Chairman Preschlack and members of the Commission acknowledged past Chairman Pairitz for his time on the Commission and noted that he would attend a future meeting to be recognized.

2. **Approval of the minutes of the April 29, 2015 of the Historic Preservation Commission.**

The minutes of the April 29, 2015 meeting were approved as submitted.

3. **Consideration of a request for a Certificate of Appropriateness approving a rear addition to the residence at 450 Illinois Road. A building scale variance and height variance are also requested.**

   Owners: Susan Stetson and Alan Vertrees
   Representative: Michael Breseman, architect

Chairman Preschlack asked the Commission for any conflicts of interest or Ex Parte contacts; hearing none, he invited a presentation from the petitioner.

Mr. Vertrees introduced himself as owner of the home and introduced the project stating that the petition is proposed in order to ensure the future viability and desirability of the home by constructing an addition.

Mr. Breseman reviewed the history and architecture of the home and the surrounding neighborhood. He noted that the home does not have any previous additions and reviewed the home’s existing materials and architectural details. He stated that the goal of the project is to add a kitchen, mud room, and master suite. He explained that the height variance requested is mitigated by the fact that the addition is subservient to
the existing house. He noted that the building scale variance is needed in large part because of the square footage of the existing attic level. He stated that the addition is simple in design and massing and will be constructed of appropriate materials. He noted that the addition will reintroduce architectural detailing of the existing house including double hung windows and latticework. He stated that the petition also includes a raised patio with brick seating and an expanded driveway turnaround. He presented images of neighboring properties and the home and stated that the property is located on a long narrow lot. He noted that the interior space has been repurposed to minimize the footprint of the addition and a central hall is added for better circulation of space. He explained that 2 design options were explored and Option A was concluded to be more appropriate for the home. He reviewed the design elements of Option A noting the conservatory, latticework, copper roof, and flattened bay. He stated that Option B was not as functional and had a more complicated form. He showed renderings of the proposed addition.

Ms. McManus reviewed the petition noting that the request includes approval of a rear addition, patio expansion, driveway modification, a building scale variance and a height variance. She stated that the addition is compatible with the existing residence and uses high quality materials. She stated that the existing house is non-conforming with respect to the city’s height regulations and the addition, although over the maximum height, is subordinate to the existing house and does not appear to be out of scale. She noted that staff is recommending a condition of approval that the final plans demonstrate that the bluestone patio is pervious to minimize the increased impervious surface area. She also noted that staff is recommending the skylight be eliminated from the plans, but that if the Commission supports the inclusion of the skylight, a condition of approval is recommended to limit interior lighting near the skylight to reduce light spillover. She stated that staff received a contact from a neighbor on Heather Lane stating general support of the project but expressing concern that Heather Lane may be used during construction activities. She stated that overall staff is recommending support of the project.

In response to questions from Chairman Preschlack, Ms. McManus stated that staff has some concerns with the potential light spillover from the proposed skylight as well as concerns that the skylight may not be appropriate in the historic district from an architectural perspective. She stated that the petitioner seemed open to reducing the impervious surface area by revising the patio design.

In response to questions from Chairman Preschlack, Ms. Czerniak noted that the petition meets Standard 5 of the Historic Preservation Chapter, as noted in the staff report, because the addition addresses the needs of the present owners and future buyers and is done in sensitive way keeping the historic context of the home.

In response to questions from Commissioner Alfe, Mr. Breseman stated that the materials for the addition have not been found yet, but that the homeowners are mindful of the importance of high quality materials to preserve the historic integrity of the house and the importance of matching the existing materials. He stated that the skylight is desired
primarily for light and he had not considered using a light tunnel instead. He explained that the objective is to receive light from the south.

Commissioner Wheeler stated that he is not concerned with the skylight and supports the evolution of the house over time. He noted that the skylight matches the plane of the roof and the only alternative would be to add a dormer, which is not a good solution.

In response to a question from Chairman Preschlack, Mr. Breseman stated that the skylight is 2' by 3' long.

In response to a question from Commissioner Travers, Mr. Breseman stated that the intention is to keep the Norway Spruce in place; however the lower branch may require being tied up or cut off.

In response to a question from Commissioner Preschlack, Mr. Breseman stated that the home is solidly built and well-crafted and he does not have concerns with the demolition of the rear wall from a structural perspective.

In response to a question from Chairman Preschlack, Ms. McManus stated that the City Arborist did have the opportunity to review the plans and noted that the Spruce was significant and that grading should be kept to an absolute minimum so not to impact the tree.

In response to questions from Commissioner Wheeler, Mr. Breseman stated that the house has existing storm windows and the original windows are single glaze double hung. He stated that the new windows are aluminum clad with similar detail and depth as the existing. He stated that he was not clear on the details of the energy consumption levels yet, but noted that the addition will be an improvement to existing conditions. He agreed with Commissioner Wheeler that the attic is quite voluminous which contributes in large part to the bulk overage.

Hearing no further questions, Chairman Preschlack invited public comment. Hearing none, he invited final questions and comments from the Commission.

Commissioner Wheeler complimented the design of the home and detailing of the addition. He stated that he is not concerned with the skylight and the light spillover issue would be the same with a vertical window.

Commissioner Alfe commented that the addition is very successful and a needed improvement.

Chairman Preschlack noted that the addition meets Standard 5 of the Historic Preservation Standard and is respectful of the architecture.

Commissioner Travers stated that the petition was very complete and is pleased that
the petitioner will mitigate the increase in impervious surface by using pavers. He added that the addition serves to update the residence in conformance with the design guidelines.

Chairman Preschlack confirmed with the owners that they are comfortable with working with staff to reduce the impervious surface area of the patio.

In response to concerns from a neighbor noted by staff, Mr. Bresemann stated that there is a fire hydrant in front of property limiting parking opportunities.

Ms. Czerniak stated that construction parking should be coordinated with staff to minimize parking impacts on Illinois Road and Heather Lane and offsite parking and shuttle workers may be required. She added that staff will work with the City Engineer and the Police Chief to resolve this issue as there have been parking issues in the past on both Illinois Road and Heather Lane.

Hearing no further comments, Chairman Preschlack invited a motion.

Commissioner Travers made a motion to grant a Certificate of Appropriateness approving an addition to a residence at 450 Illinois Road as well as a building scale variance and height variance based on the findings detailed in the staff report and incorporating the testimony and the Commission’s deliberations as additional findings. He noted that the approval is subject to the following conditions.

1. Plans submitted for permit must reflect the project as presented to the Commission. If any modifications are proposed in response to Commission direction and/or as a result of design development, plans clearly detailing the areas of change must be submitted at the time of submission for permit, along with the plans originally presented to the Commission, and will be subject to review by staff, in consultation with the Chairman as appropriate, to verify that the plans are consistent with the intent of the Commission and the approvals granted.

2. Construction parking shall be coordinated with City Staff to minimize parking and traffic impacts on Illinois Road and Heather Lane as a result of construction activities.

3. The engineering plans shall specify that the bluestone patio has a pervious base and that the stones will be set an appropriate distance apart to allow water infiltration.

4. Tree Protection Plan – Prior to the issuance of a building permit, a plan to protect trees during construction must be submitted and will be subject to review and approval by the City’s Certified Arborist.

5. Grading on the site should be kept to the absolute minimum necessary to meet good engineering practices, to properly direct drainage and so that mature landscaping on the site will not be impacted by the proposed project.
6. Prior to the issuance of a building permit, a materials staging and construction vehicle parking plan must be submitted to the City for review and will be subject to City approval in an effort to minimize and manage impacts on the neighborhood during construction and to minimize impacts on trees intended for preservation. On street parking is limited to two cars immediately in front of this property due to the narrowness, curving nature of the street and the fire hydrant located in the area.

7. Interior lighting shall be limited, shielded and directed downward, away from the new skylight to prevent spillover light that is visible from off of the property.

8. This project must abide by all of the terms, conditions, restrictions, and provisions of The City of Lake Forest City Code, and all other applicable codes, ordinances, rules, and regulations.

Commissioner Wheeler seconded the motion and the Commission voted 4 to 0 to approve the petition.

**OTHER ITEMS**

4. Opportunity for the public to address the Historic Preservation Commission on non-agenda items.

There were no additional public comments.

5. Additional information from staff.

Ms. Czerniak noted that Michelle Friedrich, from the City, will take a poll to confirm the Commissioners’ availability for the upcoming summer meetings.

In response to a question from Commissioner Wheeler, Ms. Czerniak stated that the City does not have a specific regulation limiting the amount of impervious surface on a lot, but does have a maximum allowable building coverage amount of 30 percent. The meeting was adjourned at 7:14 p.m.

Respectfully submitted,

Kate McManus
Assistant Planner
DOUGHERTY COUNTY COMMISSION
DRAFT
WORK SESSION MINUTES

July 13, 2015

The Dougherty County Commission met in Room 120 of the Government Center on July 13, 2015 at 10:00 am. Chairman Christopher Cohilas presided. Commissioners present were John Hayes, Lamar Hudgins, Harry James, Clinton Johnson, Anthony Jones, and Ewell Lyle. Also present were County Administrator Richard Crowdis, County Clerk Jawahn Ware, and representatives of the media were also present.

The Chairman opened the public hearing for the proposed millage rate increase to 12.594 mills for the County-Wide General Fund. There being no one present to comment on the proposed millage increase, the Chairman closed the public hearing.

The Chairman asked the Commission to review the June 15 Regular Meeting, June 29 Work Session, and June 29 Special Called Meeting Minutes for approval at the next Regular Meeting.

The Chairman called for discussion of the recommendation to purchase two ambulances and equipment for Emergency Medical Services from Custom Truck and Body Works (Woodbury, GA), in the amount of $274,966. Pricing for the vehicles is “piggy-backed” from the County’s earlier purchase with the vendor in April 2015. The recommended vendor supplied the last six units purchased by EMS. Funding is budgeted in SPLOST VI- EMS Ambulance Replacements in the amount of $280,000. County Clerk Jawahn Ware addressed. EMS Training Supervisor Richard Roberts and City of Albany Buyer Dale Henry were present.

The Chairman called for discussion of the recommendation to purchase one Model 6105D John Deere Tractor and one 7 ft mower for Public Works from the lowest responsive and responsible bidder meeting specifications, Albany Tractor Company (Albany, GA). Albany Tractor is the sole bidder for the tractor in the amount of $49,829.14 and the only vendor meeting specifications for the mower in the amount of $6,995; for the total purchase amount of $56,824.14. Funding is budgeted in CIP for $50,000. County Clerk Jawahn Ware addressed. Public Works Director Larry Cook and City of Albany Buyer Dale Henry were present.

Commissioner Hayes shared his concerns that other counties are not supporting Dougherty County and our regionalism efforts. Commissioner James shared his concerns regarding the proposed move of the pipeline compressor station into the incorporated areas of Dougherty County and questioned if the City of Albany should consider implementing an ordinance for insurance requirements to protect our roads and natural resources. County Attorney Spencer Lee was not present to address.

There being no further business to come before the Commission, the meeting was adjourned at 10:16 a.m.

CHAIRMAN

ATTEST:

COUNTY CLERK
The Regular Meeting of the Oconee County Board of Commissioners was held on Tuesday, January 6, 2015 at 7:00 p.m. in the Commission Meeting Chambers at the Oconee County Courthouse.

Members Present:  Chairman Melvin Davis
Commissioner Jim Luke
Commissioner John Daniel
Commissioner W. E. "Bubba" Wilkes
Commissioner Mark Saxon

Staff Present:  Administrative Officer Jeff Benko
County Clerk Jane Greathouse
County Attorney Daniel Haygood
Probate Judge David Anglin
Finance Director Wes Geddings
Planning and Code Enforcement Director B. R. White
Planner Brad Callender
Parks and Recreation Director John Gentry
Utility Director Chris Thomas
Strategic and Long Range Planning Director Wayne Provost
Executive Assistant/Deputy Clerk Kathy Haynes
GPS/GIS Administrator Dan Flanders

Media Present:  Blake Gilles, The Oconee Enterprise

Probate Judge David Anglin administered the Oath of Office to Post 2 Commissioner John Daniel and Post 3 Commissioner W. E. "Bubba" Wilkes immediately prior to the start of the meeting.

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Chairman Davis began the meeting with a Moment of Silence. Commissioner Wilkes led the Pledge of Allegiance.

Approval of the Agenda:  On motion by Commissioner Daniel and second by Commissioner Wilkes, the agenda for the January 6, 2015 meeting was unanimously amended to reorder Items 8.1. and 8.2. to Items 5.1. and 5.2. respectively.

Commissioners Remarks:  Chairman Davis welcomed Commissioner Daniel and Commissioner Wilkes as they began new terms on the Board. He also announced that Commissioner Saxon will serve as the 2015 Vice Chair.

Citizen Remarks:  Russ Page urged the Board to appoint a committee to review proposals for utilization of SPLOST Funds for Scenic and Historic Sitea projects. Mr. Page said he had two proposals he would like to submit for consideration. Chairman Davis stated that Mr. Page is welcome to submit the proposals to the Chair for information to the Board.

Minutes:  On motion by Commissioner Luke and second by Commissioner Daniel, minutes of the December 2 and December 9, 2015 meetings were unanimously approved as distributed.

On motion by Commissioner Saxon and second by Chairman Davis, minutes of the December 10, 2014 meeting were approved as distributed. Commissioner Luke and Commissioner Daniel abstained from the vote due to their absence from the meeting. Commissioner Wilkes abstained from the vote as his term began January 1, 2015.

Rezone Request No. 6622 – Michael, et al:  Chairman Davis stated that Williams & Associates had submitted a request on behalf of Herbert E. Michael on December 10, 2014 to withdraw Rezone Request No. 6622.

On motion by Commissioner Luke second by Commissioner Saxon, the Board voted unanimously to allow the withdrawal of Rezone Request No. 6622 for Herbert E. Michael, et al, o/c Mark Selvidge, ±4.964 acres, located on Union Church Road and New High Shoals Road, to allow for a commercial parking lot and garage.

Rezone Request No. 6598 – Burlingham:  David Elder, representing the applicant, requested a postponement of the consideration of Rezone Request No. 6598 until the February 3, 2015 Board meeting.

On motion by Commissioner Saxon and second by Commissioner Luke, the Board unanimously approved postponement of consideration of Rezone Request No. 6598 by Teresa J. Burlingham, ±14.23 acres, located on Virgil Langford Road and Jennings Mill Road, from A-1 to B-2, to allow for an office park, until February 3, 2015.
Ordinance Regulating the Sale of Alcoholic Beverages: The Board held a Second Reading and Public Hearing on an Ordinance Regulating the Sale of Alcoholic Beverages. County Attorney Daniel Haygood briefly recapped the proposed ordinance. He stated the proposed ordinance was a revision and combination of the “Ordinance Regulating the Sale of Wine and Malt Beverages” and the “Ordinance to Control and Regulate the Sale of Malt Beverages and Wine by the Drink and for Consumption Only on the Premises by Recreational Clubs”. New classifications were created as follows: Class D-4 for the retail sale of distilled spirits by the drink and Class E for alcoholic beverages by the drink sold at recreational clubs. Recreational Clubs would be required to attend an approved alcohol training program as is currently mandated for restaurants. He pointed out that the current allowable food to alcohol sales ratio is at least 70% food sales to no more than 30% alcoholic beverage sales; for restaurants the sales ratio is at least 75% food sales to no more than 25% alcoholic beverages.

Discussion among the Board followed regarding the food to alcohol sales ratio percentage for restaurants and recreational clubs; the current requirement that each sale of an alcoholic beverage by the drink include a reasonable order of a meal or appetizer; service area locations; and administrative procedures to ensure compliance to the sales ratio by restaurants and recreational clubs.

The hearing was opened for public comment.

John Weci felt that the requirement to order food with an alcoholic beverage should be eliminated from the Alcoholic Beverages Ordinance and that the sales ratio should be changed to at least 66.7% food sales to no more than 33.3% alcoholic beverage sales.

George Perrella, Taqueria Tsunami General Manager, stated that in his opinion, most restaurants sales of alcoholic beverages do not exceed 25% of their total sales. He supported the elimination of the requirement to order food when ordering an alcoholic beverage.

Frank Bishop encouraged the Board to eliminate the requirement to order food when ordering an alcoholic beverage, and also supported a change in the allowable alcoholic beverage sales ratio to be increased to 30% or 35%.

Lee Becker urged the Board to keep the current definition of a restaurant which includes the requirement to order food when purchasing an alcoholic beverage and not to change the current service area map. He supported changing this ratio to at least 70% food sales and no more than 30% alcoholic beverage sales. Mr. Becker supported quarterly and semi-annual sales ratio reports and spot audits of individual purchases, as well as enforcement of laws of underage drinking.

Sarah Bell asked each of the Commissioners to ask themselves how the Alcoholic Beverages Ordinance supports the general welfare of the county.

Bob Bishop opposed the elimination of the requirement to purchase food when purchasing an alcoholic beverage and a change in the sales ratio. He feels that if the original Alcohol Ordinance is modified, the requirements will continue to get more lax in the future.

There being no further public comment, the Public Hearing was closed.

Planning and Code Enforcement Director B. R. White reviewed the Service Area Map and outlined proposed areas of expansion.

On motion by Commissioner Saxon and second by Commissioner Daniell, the Board unanimously approved the Ordinance Regulating the Sale of Alcoholic Beverages, eliminating the requirement to purchase food with an alcoholic beverage, sales ratio to be no less than 75% food and no more that 25% alcoholic beverage sales for restaurants and recreational clubs, and no change to the alcohol service area map. See Documentation In Ordinances and Resolutions Book No. 20.

Environmental Regulations Ordinance: The Board held a Second Reading and Public Hearing to discuss adoption of various environmental regulations pertaining to portable sanitation contractors, tourist accommodations, and on-site sewage management systems.

No one from the public spoke in favor or in opposition of the ordinance.

On motion by Commissioner Luke and second by Commissioner Wilkes, the Board unanimously approved an Ordinance to adopt environmental regulations related to portable sanitation contractors, tourist accommodations, and on-site sewage management systems. See Documentation In Ordinances and Resolutions Book No. 20.
Issuance of Citations for County Ordinance Violations Resolution: On motion by Commissioner Saxon and second by Commissioner Wilkes, the Board unanimously approved the 2015 Issuance of Citations for County Ordinance Violations Resolution. See Documentation in Ordinances and Resolutions Book No. 20.

Enhanced 911 System Resolution: On motion by Commissioner Wilkes and second by Commissioner Daniel, the Board unanimously approved the 2015 Enhanced 911 System Resolution. See Documentation in Ordinances and Resolutions Book No. 20.

Rezone Request No. 6623 – Border: The Board held a Public Hearing on Rezone Request No. 6623, by Samuel F. Border, ±14.756 acres, located on SR 15, from AR-1 to AR-1 with modifications, to subdivide two single-family lots.

Planner Brad Callender presented the staff report on Rezone Request No. 6623.

Attorney Jim Warren, representing the applicant, briefed the Board on the request including a history of the zoning and previous splits of the parcel. He stated that the request was to allow Mr. Border to subdivide his parcel into two single-family lots with each lot having a house on it. Attorney Warren stated that Mr. Border is in agreement with the suggested conditions for approval of the rezone request including the construction of a new driveway to access the split parcels.

The hearing was opened for public comment.

Diane Border requested that the Board approve the split based upon the recommendation of the Planning Commission and Planning staff. She stated that her father was willing to add the driveway requested. Mr. Border stressed that the property would continue to be two residences. She stated that all but one of her neighbors supported Mr. Border’s rezone request.

Bob Smith, Smith Planning Group, stated that his firm had completed a preliminary engineering study regarding the drainage and did not foresee any issues with the proposed driveway.

Attorney Regina Quick spoke in opposition of the request on behalf of Scott and Susan Feldman. She provided the Board with a chronology of the parcel zoning, along with other pertinent information regarding the history and geography of the property. She expressed concern about the environmental impact the construction of a parallel driveway would have on Rose Creek and the surrounding property, and also stated that the tenant house currently on the property was a non-conforming structure. Attorney Quick urged the Board to enforce its zoning regulations and not approve the proposed driveway.

Attorney Warren stated that the farm tenant dwelling was disclosed on the building permit application submitted in 2011. He pointed out that Mr. Border had an active farm at the time, subsequently Mr. Border’s wife passed away, and Mr. Border was no longer farming.

There being no further public comment, the Public Hearing was closed.

Discussion followed regarding the location of the proposed driveway, removal of sections of the current driveway on the Border property, environmental permits required to cross Rose Creek, and Unified Development Code regulations related to farm tenant dwellings.

Commissioner Wilkes moved to deny Rezone Request No. 6623 by Samuel F. Border, ±14.756 acres, located on SR 15, from AR-1 to AR-1 with modifications, to subdivide two single-family lots, with four (4) conditions. The motion died for lack of a second.

Commissioner Daniel made a motion to approve Rezone Request No. 6623 by Samuel F. Border, ±14.756 acres, located on SR 15, from AR-1 to AR-1 with modifications, to subdivide two single-family lots as presented, with the addition of Condition No. 5 “The property owner shall provide a 1 foot no-access easement on either side of the new driveway to SR 15 for access to the subject property.” Commissioner Saxon seconded the motion. Commissioners Luke, Saxon, and Daniel voted yes. Commissioner Wilkes voted no. See Documentation in Ordinances and Resolutions Book No. 20.

Board of Tax Assessors Reappointment: On motion by Commissioner Saxon and second by Commissioner Wilkes, the Board unanimously reappointed Hugh Lackey to the Okeechobee County Board of Tax Assessors to fill a six-year term expiring March 31, 2021.

Keep Okeechobee County Beautiful Commission Appointment: On motion by Commissioner Luke and second by Commissioner Daniel, the Board unanimously appointed Steve Wothera to the Keep Okeechobee County Beautiful Commission to fill an unexpired term expiring June 30, 2016.
Georgia's Innovation Corridor Joint Development Authority Reappointment: On motion by Commissioner Luke and second by Commissioner Daniell, the Board unanimously reappointed the Chamber President to a four-year term expiring February 28, 2018 and the when hired, the appointment of the Economic Development Director to an unexpired term expiring December 31, 2015.


Special Master and Alternate Special Master (Ethics Ordinance) Reappointments: On motion by Commissioner Saxon and second by Commissioner Daniell, the Board unanimously reappointed Jim Warns as Special Master and David Linder as Alternate Special Master as provided in the Ethics Ordinance of the Oconee County Board of Commissioners for two-year terms expiring December 31, 2018.

Northeast Georgia Solid Waste Management Authority Appointment: Chairman Davis recommended that Angela Heilig, Executive Director, Keep Oconee County Beautiful Commission, be appointed to fill an unexpired term.

On motion by Commissioner Wilkes and second by Commissioner Luke, the Board unanimously appointed Angela Heilig to the Northeast Georgia Solid Waste Management Authority for an unexpired term expiring December 31, 2016.

County Clerk, Deputy Clerk, and County Attorney Appointments: On motion by Commissioner Saxon and second by Commissioner Wilkes, the Board unanimously approved the appointment of Jane Greathouse as County Clerk, Kathy Hayes as Deputy Clerk, and Daniel Haygood as County Attorney for one-year terms, expiring December 31, 2015.

Herman C. Michael Tennis Court Lights: Parks and Recreation Director John Gentry gave a brief review of the proposal including the donation of the discarded property to Oglethorpe County.

On motion by Commissioner Wilkes and second by Commissioner Daniell, the Board unanimously awarded a contract to MUSCO Sports Lighting, LLC for the Herman C. Michael tennis court lighting system and installation in the amount of $80,000 to be purchased from the SPOF LOST funds and authorized the conveyance of discarded lights and poles from the Herman C. Michael Tennis Courts to Oglethorpe County at no charge.

2015 Board of Commissioners Meeting Schedule: On motion by Commissioner Saxon and second by Commissioner Daniell, the Board unanimously approved the 2015 Board of Commissioners meeting schedule as presented.

Surplus Vehicles: Finance Director Wes Geddings reviewed a list of 14 vehicles that he recommended be declared surplus and those that are not scrap, be sold during FY 2015 on GovDeals.com.

On motion by Commissioner Daniell and second by Commissioner Wilkes, the Board unanimously declared 14 vehicles as surplus and authorized the vehicles to be scrapped or put out to bid on GovDeals.com depending on the vehicle condition.

There being no further business, on motion by Commissioner Wilkes and second by Commissioner Luke, the meeting was adjourned at 9:30 p.m.