

# Houston County Commissioners Meeting

Warner Robins, Georgia | June 18, 2024 | 5:00 P.M.

Call to Order

Pledge of Allegiance – Commissioner Byrd

Invocation – Pastor Ryan Reid

*United Growth Church*

Approval of Minutes from June 4, 2024

New Business

- 1. FY25 Budget Resolution – Commissioner Byrd**
- 2. Contract Renewal (Tax Assessor's Office) – Commissioner Byrd**
- 3. Contract Amendment (Cedar Creek Timber Company) – Commissioner Byrd**
- 4. Public Hearing Abandonment of Right-of-Way (Old HWY 96) – Commissioner Robinson**
- 5. Deannexation (Nelson Drive) – Commissioner Robinson**
- 6. Independent Contractor Agreements (Public Defenders Office) – Commissioner Robinson**
- 7. Lease Agreement Renewal (Oak Woods Wildlife Management Area) – Commissioner Talton**
- 8. Solid Waste and Recyclable Materials Collection RFP – Commissioner Talton**
- 9. Contract Amendment (Flock Group Inc.) – Commissioner Talton**
- 10. Change Order (Stratford Hills Pressure Improvement)– Commissioner Gottwals**
- 11. Change Order (Water System Improvements Sewell Road Phase III) – Commissioner Gottwals**
- 12. Bid Approval (2024 Chevrolet 3500 Extended Cargo Van) – Commissioner Gottwals**
- 13. Approval of Bills – Commissioner Gottwals**

Public Comments

Commissioner Comments

Motion for Adjournment

# 1. FY25 Budget Resolution – Commissioner Byrd

Chairman Perdue will present the FY25 Budget Resolution.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**Chairman Perdue signing the FY25 Budget Resolution adopting the FY25 budget in the amount of \$181,354,485.**

**A Resolution Adopting  
The Fiscal Year 2025 Budget  
For Houston County**

**WHEREAS**, the Houston County Board of Commissioners has prepared a line-item budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025; and

**WHEREAS**, the Houston County Board of Commissioners has adhered to the provisions of O.C.G.A. Section 36-81-3, as amended; and

**WHEREAS**, a public hearing was held on June 4th, 2024, and it is now in the best interest of the County that the budget be adopted,

**NOW, THEREFORE, BE IT RESOLVED** by the Houston County Board of Commissioners that the annual budget for Houston County for the fiscal year beginning July 1, 2024 and ending June 30, 2025, attached hereto and made a part hereof, is hereby approved and adopted in the amount of:

General Fund	\$	81,315,291
E911 Telephone Fund	\$	6,196,256
Fire District Fund	\$	5,373,683
SPLOST Fund	\$	34,492,259
Water Fund	\$	9,315,547
Solid Waste Fund	\$	14,060,986
Internal Service Fund	\$	15,361,102
ARPA Fund	\$	13,996,283
DATE Fund	\$	283,006
Drug Fund *	\$	113,000
Jail Inmate Fund *	\$	263,449
Law Library Fund *	\$	89,520
District Attorney Fund *	\$	494,103
		181,354,485

*\*Other Special Revenue Funds*

**BE IT FURTHER RESOLVED** that during the fiscal year beginning July 1, 2024 and ending June 30, 2025, the General Fund shall appropriate \$2,384,186 from previously assigned Fund Balance for Personnel Adjustments.

**BE IT FURTHER RESOLVED** that any increase in appropriation for any department or salary line-item in excess of the approved budget shall require approval by the Board of Commissioners authorizing said funds to be expended.

This 18<sup>th</sup> day of June 2024.

HOUSTON COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Dan Perdue  
Chairman

ATTEST: \_\_\_\_\_  
Robbie Dunbar  
Director of Administration

## **2. Contract Renewal (Tax Assessor's Office) – Commissioner Byrd**

This request is to renew a professional services contract with Traylor Business Services Inc. for personal property verifications.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the signing of a professional services contract with Traylor Business Services Inc., of Kennesaw, Georgia for a twelve-month term, beginning June 23, 2024.**

## Houston County Board of Tax Assessors

201 Perry Parkway

P. O. Box 1199

Perry, Georgia 31069

(478) 218-4750

[www.houstoncountyga.com](http://www.houstoncountyga.com)

Main Number  
(478) 218-4750  
Fax (478) 218-4755

Personal Property:  
(478) 218-4760  
Fax (478) 218-4775

Mapping / GIS  
(478) 218-4770

### Assessors

William E. Fowler Jr., Chairman  
Joyce J Herndon, Vice-Chairman  
Ronald B. Grace  
Bill Phelps  
Stephen Thublin

June 10, 2024

Chairman Dan Perdue  
200 Carl Vinson Pkwy  
Warner Robins, GA 31088

Dear Chairman Perdue,

Our contract with Traylor Business Services for personal property verification is up for renewal for Fiscal year 2024-2025. I will send 3 copies of the contract to be signed after my Board Chairman signs them. We request that this contract renewal be put on the agenda for approval by the Board of Commissioners at the June 18<sup>th</sup> meeting. Thank you for your attention on this matter.

Respectfully,



James Moore, Chief Appraiser  
Houston County Tax Assessor's Office  
201 Perry Pkwy  
Perry, GA 31069

### **3. Contract Amendment (Cedar Creek Timber Company) – Commissioner Byrd**

This request is for an amendment of the timber sale agreement with Cedar Creek Timber Company. The requested extension is due to wet conditions causing difficulty with access to the tract of timber.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

**approve**

**disapprove**

**table**

**authorize**

**the signing of an amendment with Cedar Creek Timber Company of Wrightsville, Georgia to extend the term of the agreement from July 19, 2024 to October 31, 2024.**



# Houston County Public Works

## Memorandum

### Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director *TJD BJ*

**Date:** June 5, 2024

**Re:** Amendment No 1 - Cedar Creek Timber  
Company Contract #03-23-51

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Cedar Creek Timber Company has requested an extension for the timber sale contract #03-23-51 which is set to expire on July 19, 2024. The Amendment requested extends the term of the contract 3 months to expire October 31, 2024. The county has received payment for this timber.

Staff and consultants recommend the extension based on access to the tract of timber and wet conditions experienced. Thank you for your consideration.

## **4. Public Hearing Abandonment of Right-of-Way (Old HWY 96) – Commissioner Robinson**

Driggers Properties, LLC, through its member Mick Driggers, owner of Tax Parcel Numbers 01250 1100 and 01250 1110 adjacent to an unpaved portion of Old HWY 96 in Bonaire, Houston County submitted an application requesting the abandonment of this portion of Old HWY 96. Pursuant to O.C.G.A. § 32-7-2(b)(1) the property owner was notified that a public hearing regarding his request would be held today and notice of the public hearing for the purpose of discussing the abandonment was advertised in the Houston Home Journal once a week for two weeks.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

**approve**

**disapprove**

**table**

**authorize**

**the signing of a Resolution abandoning the unpaved portion of Old HWY 96 adjacent to Mr. Driggers' property.**

**A RESOLUTION OF RIGHT-OF-WAY ABANDONMENT  
BY THE  
BOARD OF COMMISSIONERS  
OF  
HOUSTON COUNTY, GEORGIA**

**WHEREAS**, Driggers Properties, LLC, through its member Mick Driggers, hereinafter referred to as “Property Owner”, submitted an Abandonment of County Easement/Right-of-Way Request Form requesting the abandonment of an unpaved portion of Old HWY 96 situated adjacent to their properties located in Bonaire, Georgia at Tax Parcel Numbers 01250 1100 and 01250 1110; and

**WHEREAS**, a legal description is attached hereto as **Exhibit “A”** and a plat of survey is attached hereto as **Exhibit “B”** showing the unpaved portion of right-of-way to be considered for abandonment. **Exhibit “A”** and **Exhibit “B”** are made a part hereof by reference; and

**WHEREAS**, Section 32-7-2(b)(1) of the Official Code of Georgia Annotated authorizes a county to abandon a section of the county road system which has for any reason ceased to be used by the public to the extent that no substantial public purpose is served by it, or because its removal from the county road system is otherwise in the best public interest, after notice to property owners located thereon; and

**WHEREAS**, Section 32-7-2(b)(1) of the Official Code of Georgia Annotated provides that upon the certification by the county, recorded in its minutes, accompanied by a plat or sketch, after notice to property owners located thereon, the county may declare that section of roads to no longer be a part of the county road system, and the rights of the public in and to the section of roads as a public road shall cease; and

**WHEREAS**, notice of the public hearing for the abandonment of the unpaved portion of right-of-way described in **Exhibit “A”** and shown in **Exhibit “B”** was duly published within the county legal organ once a week for two weeks; and

**WHEREAS**, a public hearing was held on June 18, 2024, at the appointed time regarding the abandonment of the unpaved portion of right-of-way described in **Exhibit “A”** and shown in **Exhibit “B”**; and

**WHEREAS**, pursuant to Section 32-7-2(b)(1) of the Official Code of Georgia Annotated the property owner of the property that is located on the unpaved portion of right-of-way, was notified of the intent to abandon the unpaved portion of said right-of-way described in **Exhibit “A”** and shown in **Exhibit “B”**, and no other legitimate objections thereto have been made.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners, as follows:

1. It is certified that the unpaved portion of right-of-way known as Old HWY 96 adjacent to Tax Parcel Numbers 01250 1100 and 01250 1110 within Houston County, Georgia as described and shown on the attached legal description (see **Exhibit “A”**) and plat of survey (see **Exhibit “B”**) has ceased to be used by the

public to the extent that no substantial public purpose is served by said unpaved portion of right-of-way.

2. That the abandonment of said unpaved portion of right-of-way herein described and shown on the attached legal description (see Exhibit "A") and plat of survey (see Exhibit "B") be and is approved.
3. That the best interest of Houston County would be served by the conveyance of said unpaved portion of right-of-way, described and shown on the attached legal description (see Exhibit "A") and plat of survey (see Exhibit "B"), to the property owner of the property that is located thereon, so that it may be subject to taxation by Houston County.
4. That the deed of abandonment be executed by the Chairman of the Board of Commissioners conveying interest in said unpaved portion of right-of-way within Houston County, Georgia, as described and shown on the attached legal description (see Exhibit "A") and plat of survey (see Exhibit "B"), to the owner of the property that is located thereon, their assigns, transferees and successors in interest.

This 18<sup>th</sup> day of June 2024.

**HOUSTON COUNTY  
BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Chairman Dan Perdue

\_\_\_\_\_  
Commissioner Mark Byrd

\_\_\_\_\_  
Commissioner Shane Gottwals

\_\_\_\_\_  
Commissioner Gail Robinson

\_\_\_\_\_  
Commissioner Tal Talton

Attest: \_\_\_\_\_  
Robbie Dunbar  
Director of Administration

## **EXHIBIT “A”**

All that tract or parcel of land situate, lying and being in Land Lot 21 of the Eleventh (11th) Land District of Houston County, Georgia, more particularly describe as Track “A” containing 0.65 acres and Track “B” containing 0.10 acres, according to a Plat of Survey prepared by McLeod Surveying, Dated May 3, 2024.

This conveyance is subject to any easements for drainage or utilities presently existing within the above-described property.

# EXHIBIT "B"

## LEGEND

- 1/2" REBAR SET
- O.T.P.
- △ CALCULATED CORNER
- △ REBAR FOUND (UNLESS OTHERWISE NOTED)
- △ CALCULATED CORNER
- △ RIGHT OF WAY
- △ RIGHT OF WAY
- △ BUILDING LINE
- △ PROPERTY LINE
- △ UTILITY ASSESSMENT
- △ UTILITY ASSESSMENT
- △ SANITARY SEWER EASEMENT
- △ MANHOLE
- △ JUNCTION BOX
- △ DROPPED INLET
- △ HEADWALL
- △ PAVEMENT
- △ PAVEMENT
- △ CRACK
- △ LAND LOT LINE
- △ BRICK FOUND
- △ FINISH FLOOR ELEVATION
- △ POWER LINE
- △ CONCRETE POLE
- △ TEST HOLE
- △ SITE PLAN ENG. DRAFT
- △ SITE PLAN HEALTH DRAFT
- △ ELEVATION
- △ RESIDENTIAL DRAINAGE PLAN
- △ REINFORCED CONCRETE PIP.
- △ LIGHT POLE
- △ WATER VALVE
- △ WATER METER
- △ NOW ON FOREBAY
- △ N.P.

## NOTES

IT IS CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT, AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY BY ME OR UNDER MY SUPERVISION. THAT ALL MEASUREMENTS SHOWN THEREON ACCURATELY EXIST AND THEIR LOCATION, SIZE, TYPE AND MATERIAL ARE CURRENTLY SHOWN, AND THAT ALL SURVEYING AND PLATTING REQUIREMENTS OF THE LAND SURVEYING FURTHERMORE, THIS SURVEY WAS PREPARED IN CONFORMANCE WITH THE PROFESSIONAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 186-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS AUTHORIZED BY THE GEORGIA PLAT ACT OF G.A. 1966 (AUTHORITY TO C.U.A. SECS. 176-87, 176-174, 176-175 & 176-179, 176-222).

BY: **MARY A. McLEOD**  
REGISTERED GEORGIA LAND SURVEYOR NUMBER 2991

**PURPOSE OF PLAT:**  
TO COMBINE TRACT "A" WITH PROPERTY TO THE NORTH OWNED BY DRIGGERS PROPERTIES LLC  
TO COMBINE TRACT "B" WITH PROPERTY TO THE NORTH OWNED BY DRIGGERS PROPERTIES LLC

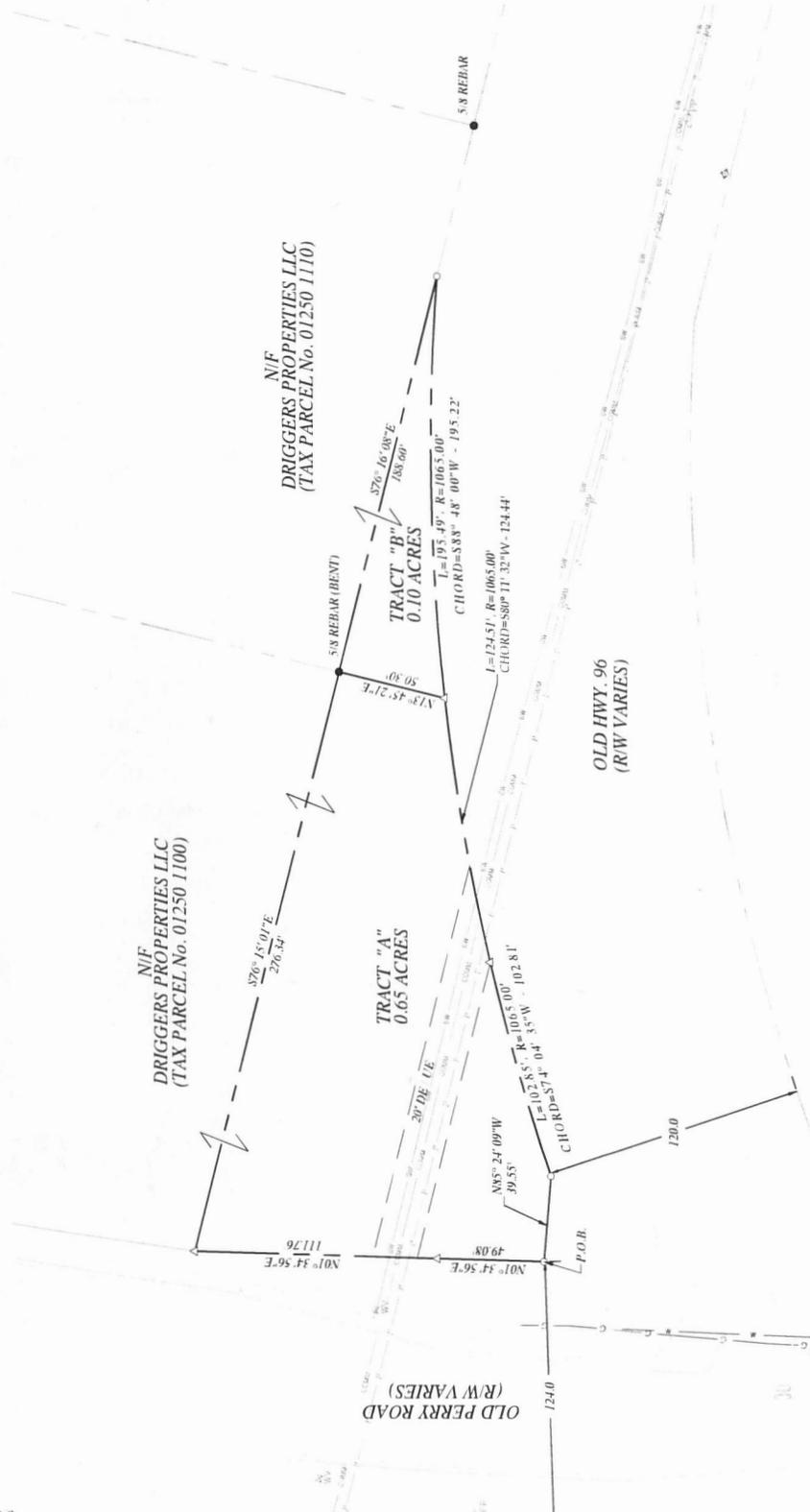
## TOTAL AREA: 0.75 ACRES

THIS PROPERTY IS SUBJECT TO ANY RESTRICTIONS OR EASEMENTS THAT MAY NOT BE SHOWN HEREON. THE FIELD DATA UPON WHICH THIS PLAT IS BASED WAS OBTAINED USING A TOPCON GTS 210D AND HAS A LINEAR PRECISION RATE OF ONE FT. IN 24,000 FEET AND AN ANGULAR ERROR OF 0.3 SECONDS. IT HAS BEEN CHECKED FOR MATHEMATICAL ACCURACY AND CLOSES WITHIN ONE FT. IN 1,000,000 FEET.

ACCORDING TO INFORMATION SHOWN ON F.E.M.A. COMMUNITY PANEL NUMBER 1151C 025.E, EFFECTIVE DATE SEPTEMBER 28, 2007 NO PORTION OF THIS PROPERTY IS LOCATED IN A FLOOD HAZARD ZONE.



FOR THE CLERK OF SUPERIOR COURTS USE ONLY



COUNTY:	HOUSTON
DISTRICT:	11TH
LAND LOT:	21
DATE:	5/13/2024
SCALE:	1" = 40'
JOB NO.:	0673-031

RIGHT OF WAY ABANDONMENT PLAT FOR:

**HOUSTON COUNTY**



P.O. BOX 1821  
Perry, Georgia 31069  
office (478) 234-7070  
fax (478) 234-7072  
WWW.MCLEODSURVEYING.COM

## **5. Deannexation (Nelson Drive) – Commissioner Robinson**

The County has received a request from Scott Messer for the approval of deannexation from the City of Warner Robins of his property located at 309 Nelson Drive, Warner Robins, Georgia pursuant to O.C.G.A. § 36-36-22.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the deannexation of the property located at 309 Nelson Drive, Warner Robins, Georgia and authorize the signing of the appropriate resolution to be sent to the City of Warner Robins.**

**A RESOLUTION  
FOR DEANNEXATION OF PROPERTY**

**WHEREAS**, Scott Messer, desires to deannex from the City of Warner Robins his property located at 309 Nelson Drive, Warner Robins, Georgia; and

**WHEREAS**, O.C.G.A. § 36-36-22 requires county approval as a precondition to the voluntary deannexation of land by a municipal governing authority;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Houston County that the deannexation of the property described below from the corporate boundaries of the City of Warner Robins, Georgia is hereby \_\_\_\_\_.

**All that tract or parcel of land situate, lying and being in Land Lot 147, of the Fifth (5th) Land District of Houston County, Georgia, being known and designated as Lot 4, Westwood Hills Subdivision, according to a plat of survey being of record in Plat Book 9, Page 222, Clerk's Office, Houston Superior Court. Said plat and the record thereof are incorporated herein by reference for all purposes.**

This 18<sup>th</sup> day of June 2024.

**HOUSTON COUNTY  
BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Chairman Dan Perdue

\_\_\_\_\_  
Commissioner Mark Byrd

\_\_\_\_\_  
Commissioner Shane Gottwals

\_\_\_\_\_  
Commissioner Gail Robinson

\_\_\_\_\_  
Commissioner Tal Talton

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

Robbie Dunbar  
Director of Administration

## **6. Independent Contractor Agreements (Public Defenders Office) – Commissioner Robinson**

This request is to renew Independent Contractor Agreements with four attorneys to provide legal representation in cases where the Houston County Public Defender’s Office has a conflict of interest.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the signing of an Independent Contractor Agreement with Jeffrey L. Grube for a term of July 1, 2024 through June 30, 2025 in the amount of \$90,000, Jonathan Perry Waters for a term of July 1, 2024 through June 30, 2025 in the amount of \$90,000, David G. Daniell for a term of July 1, 2024 through June 30, 2025 in the amount of \$90,000, and Carl Veline for a term of July 1, 2024 through June 30, 2025 in the amount of \$90,000.**

## **7. Lease Agreement Renewal (Oakly Woods Wildlife Management Area) – Commissioner Talton**

This request is for renewal of the Oakly Woods Wildlife Management Area Lease Agreement.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the signing of the Oakly Woods Wildlife Management Area Lease Agreement between the Department of Natural Resources and Houston County. This agreement will have a term of one year with the option to renew it for up to five years after the signing of this agreement.**



## Houston County Board of Commissioners

200 Carl Vinson Parkway  
Warner Robins, GA 31088  
Phone: (478) 542-2115  
Fax: (478) 923-5697

Jordan Kelley  
Project Coordinator

### MEMORANDUM

To: Houston County Board of Commissioners  
From: Jordan Kelley, Project Coordinator *J. Kelley* *OK*  
Date: June 07, 2024  
Re: Oaky Woods Wildlife Management Area Lease Agreement

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This request is for renewal of the Oaky Woods Wildlife Management Area Lease Agreement between Houston County and the Department of Natural Resources. This renewal is for the 2024-2025 hunting season with an option to renew for up to 5 years after the signing of this agreement.

Thank you for your consideration of this request.

## **8. Solid Waste and Recyclable Materials Collection RFP – Commissioner Talton**

After a mandatory pre-proposal conference, four contractors submitted proposals to be the County’s next solid waste and recyclable materials collection contractor. These proposals were reviewed and scored by a selection committee and Atlantic Coast Consulting, Inc., the Solid Waste consultant. This request is for approval of the award of the Solid Waste and Recyclable Materials Collection Contract.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

**approve**

**disapprove**

**table**

**authorize**

**the award of the Solid Waste and Recyclable Materials Collection Contract to begin on July 1, 2025.**

## **9. Contract Amendment (Flock Group Inc.) – Commissioner Talton**

This request is for an amendment to the contract with Flock Group Inc.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the signing of a contract amendment with Flock Group Inc. of Atlanta, Georgia to prepay the remainder of the contract. This prepayment is due to the deadlines associated with ARPA funded projects. Also, to allow the Accounting Department to make any necessary budget adjustments.**



## Houston County Board of Commissioners

200 Carl Vinson Parkway  
Warner Robins, GA 31088  
Phone: (478) 542-2115  
Fax: (478) 923-5697

Jordan Kelley  
Project Coordinator

### MEMORANDUM

To: Houston County Board of Commissioners  
From: Jordan Kelley, Project Coordinator *J. Kelley*  
Date: June 07, 2024  
Re: Contract Amendment- Flock Group Inc.

*OK*  
*[Signature]*

---

This request is for an amendment to the contract with Flock Group Inc. for the Flock Camera System. This amendment reflects the prepayment of the remainder of the contract with all other terms of the original contract remaining constant. This prepayment is due to the deadlines associated with ARPA funded projects.

Thank you for your consideration of this request.

## **10. Change Order (Stratford Hills Pressure Improvement)– Commissioner Gottwals**

This request is for approval of the final adjusting Change Order for the Stratford Hills Subdivision Pressure Improvement project. This reduction in the price represents actual quantities installed on the project.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the final adjusting change order for the Stratford Hills Subdivision Pressure Improvement project with Pyles Plumbing & Utility Contractors Inc, of Macon, Georgia. This decrease in the amount of \$18,700 will reduce the original cost of \$76,650 to \$57,950.**



# Houston County Public Works

## Memorandum

### Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director *TJD BJ*

**Date:** June 5, 2024

**Re:** Change Order No. 1 – Stratford Hills Pressure Evaluation

Please consider this final adjusting Change Order No. 1 for the Stratford Hills Pressure Evaluation. The reduction in the price of **\$18,700.00** represents actual quantities constructed on this project. This final adjusting change order represents a decrease in the total contract amount from **\$76,650.00 to \$57,950.00**. Thank you for your consideration.

## **11. Change Order (Water System Improvements Sewell Road Phase III) – Commissioner Gottwals**

This request is for approval of the final adjusting Change Order for the Water System Improvements to Serve Sewell Road, Phase III. This reduction in price represents actual quantities installed.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the final adjusting change order for the Water System Improvements to Serve Sewell Road, Phase III with John R Walker, Inc., of Macon, Georgia. This decrease in the amount of \$58,426 will reduce the original cost of \$1,130,186.40 to \$1,071,760.40. Also, to allow the Accounting Department to make any necessary budget adjustments.**



# Houston County Public Works

## Memorandum

### Office

2018 Kings Chapel Road  
Perry, Georgia 31069  
478-987-4280  
FAX 478-988-8007

Brian Jones, PE  
Director of Operations

Nancy Lancaster  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/ EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Terry Dietsch  
Utility Director

**To:** Houston County Board of Commissioners

**From:** Terry Dietsch, Utility Director *TJD BJ*

**Date:** May 31, 2024

**Re:** Change Order No. 1 – Water System Improvements  
Phase III to Serve Sewell Road

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Please consider this final adjusting Change Order No. 1 for *the Water System Improvements to Serve Sewell Road*. The decrease in the contract price of **\$58,426.00** represents actual quantities constructed on this project. This final adjusting change order represents a decrease in the total contract amount from **\$1,130,186.40 to \$1,071,760.40**. Thank you for your consideration.

## **12. Bid Approval (2024 Chevrolet 3500 Extended Cargo Van) – Commissioner Gottwals**

At the November 7, 2023 Houston County Board of Commissioners meeting a bid on one New 2023 Chevrolet 3500 Extended Cargo Van for use in the Houston County Sheriff's Department, Warrants Division was approved for \$43,553. The low bidder is unable to fulfill the order. The Purchasing Department has found a 2024 Chevrolet 3500 Extended Cargo Van with a required upgrade to a V8 engine and an increase in price of \$1,947. This request is for approval of this bid of \$45,500.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

**the bid on one new 2024 Chevrolet 3500 Extended Cargo Van from Brannen Motor Company of Unadilla, Georgia at a price of \$45,500. This purchase will be funded by 2018 SPLOST.**



## HOUSTON COUNTY BOARD OF COMMISSIONERS PURCHASING DEPARTMENT

2020 KINGS CHAPEL ROAD • PERRY, GEORGIA 31069-2828  
(478) 218-4800 • FACSIMILE (478) 218-4805

**VANESSA ZIMMERMAN**  
DIRECTOR OF PURCHASING

# MEMORANDUM

**To:** Houston County Board of Commissioners  
**FROM:** Vanessa Zimmerman  
**CC:** Robbie Dunbar  
**DATE:** June 12, 2024  
**SUBJECT:** Purchase of One (1) New 2024 Chevrolet 3500 Extended Cargo Van

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The Purchasing Department solicited prices for One (1) new Extended Cargo Van in October 2023, however the low bidder was unable to fulfill the order, and the other bidder was unable to place an order. After considerable requests for the van, Brannen Motor Company can place the order at an increase of \$1947.00 and a required upgrade to a V8 engine. The cost of the vehicle, \$45,500.00 is a SPLOST 2018 funded and will be charged to 320-3300-54.2200. The vehicle will be used by HCSO Warrants Division.

### 13. Approval of Bills – Commissioner Gottwals

Summary of bills by fund:

General Fund (100)	\$1,316,367.56
Drug Abuse Treatment & Education (212)	\$8,481.80
Emergency 911 Telephone Fund (215)	\$45,624.39
American Rescue Plan Act (230)	\$1,258,379.92
Fire District Fund (270)	\$47,228.13
2006 SPLOST Fund (320)	\$282,530.13
2012 SPLOST Fund (320)	\$371,391.58
2018 SPLOST Fund (320)	\$619,724.49
Water Fund (505)	\$671,562.77
Solid Waste Fund (540)	\$986,596.49
<b>Total</b>	<b>\$5,607,887.26</b>

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

approve

disapprove

table

authorize

the payment of the bills totaling **\$5,607,887.26**.