



**MINUTES
ADMINISTRATION & FINANCE COMMITTEE
SEPTEMBER 18, 2023
9:00AM**

Members Present: Clarence Gilbert, Shirley Greene

Absent: Doug Pauley (Chair)

Staff Present: Laura Johnson (Interim Administrator), Synithia Williams (Deputy Administrator), Dr. Kimberly Roberts (Clerk to Council)

I. Call To Order

Mr. Gilbert called the meeting to order at 9:04am.

II. Invocation

Invocation led by Mrs. Greene.

III. Discussion

A. Sheriff's Office Radio Maintenance Agreement Renewal

Mrs. Johnson said the request was not budgeted and was over her \$25,000 limit to authorize. She introduced Terrie Smith from the Sheriff's Office to explain the request.

Ms. Smith apologized that the request was not included in their budget submission. They needed to upgrade their walkie-talkies and mobile radios by December. They had 72 walkie-talkies that had to be upgraded that totaled \$23,832.76. They were also asking for a maintenance agreement thru Motorola to support their radios for the next year and that amount was \$21,024. The total two requests was \$44,856.76.

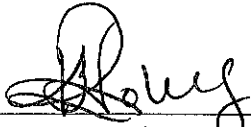
Mr. Gilbert asked how they would finance the request. Mrs. Johnson said although it was not budgeted, she thought it was necessary to grant the request. She did not think the Sheriff's Office knew that the need would come so quickly (December). There were contingency funds in the existing budget to cover the expense and it would not require a budget amendment. If it was not covered by contingency funds, it would require a budget amendment, which would then require three readings and a public hearing.

IV. Recommendations

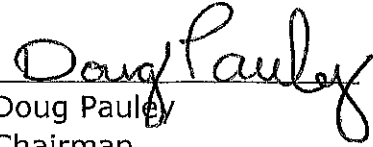
Motion made by Mrs. Greene to approve the radio maintenance agreement renewal at \$44,856.76, seconded by Mr. Gilbert.

V. ADJOURN

At 9:11am, Mrs. Greene made a motion to adjourn, seconded by Mr. Gilbert. ***The motion carried 2-0.***



Kim W. Roberts, Ed. D.
Clerk to Council



Doug Pauley
Chairman