



**MINUTES
ADMINISTRATIVE SERVICES COMMITTEE**

Nov. 20, 2025 10:00 A.M.

Caucus Suite 204

Staff Present: Rhonda Wallace, Committee Chair, Board of Commissioners
Scotty Hancock, Committee Co-Chair, Board of Commissioners
Jamie McCord, County Manager
Susie Gass, Committee Chief of Staff, Finance Director and
Comptroller
Randy Self, Purchasing Director
Kevin Brown, IT Director
Darryl Bowie, Human Resources Manager
Ryan Davis, Facilities Manager
Todd Wofford, Parks and Recreation Director
Lauren Chumbler, County Clerk
Amy Dawkins, Communications Manager
John Blalock, Public Safety Division Director
Danny Womack, Tax Assessor
Amy Stanley Burns, Assistant Human Resources Director

Public Present: Adam Carey, Rome News-Tribune

I. Call to Order

Commissioner Wallace called the meeting to order at 10:01 a.m.

II. Review Minutes from Previous Meetings

The minutes from the regular meeting of Sept.25, 2025 were approved by common consent.

III. Public Participation

IV. Purchasing

Current

Household Hazardous Waste Contract - Mr. Self said Purchasing put out bids for the Hazardous Waste Contract and have received 5 bids.

E-Waste Services Contract - Mr. Self reported there have been three bids for this contract, and has sent a prospective contract to the attorneys to review.

Purchase/Hauling of Cardboard Services Contract – Mr. Self reported there has been two bids for this contract.

Healthy Living for Floyd County Employees and Families Status – Mr. Self reported there have been three proposals submitted for this item. Those proposals are currently under evaluation.

Exterior Renovations of Historic Courthouse Status – Mr. Self reported there have been four bids submitted for this project. The evaluation team conducted interviews Tuesday and are in the process of making a determination.

Upcoming

Porta Toilets - Parks & Rec – Mr. Self said he will be opening bids for this project soon and said he hopes to have three bids for this project at least.

RFQ for Airport Engineering Services – Mr. Self said he expects to put this out by the end of December.

Increase in Janitorial Contract for one Vendor and Name Change/Ownership of Another – Mr. Self said he expects that both local companies will be increasing their prices for services.

V. County Clerk

VI. Information Technology (IT)

Mr. Brown said they have 10 UPS battery backups. IT will start installing these backups in the switches spread out over several evenings. The changes may cause a small amount of downtime.

VII. County Manager

FY 2026 budget discussion – Mr. McCord reported that the county is around \$800,000 out of balance but said that he's expecting after another round of cuts this will work itself out. The county is seeing a 5% digest growth compared to 8% growth last year. Mr. McCord said revenue from some new homes coming in the county may be beneficial. Capital is slim and SPLOST collections are heavy. Mr. McCord also voiced appreciation for Ms. Gass and Ms. Tierce and their hard work in preparing the 2026 budget. Commissioners also discussed legislative priorities for 2026.

VIII. Human Resources

HR monthly presentation – Ms. Burnes discussed highlights of the Human Resources monthly presentation.

IX. Finance

X. Court Administrator

XI. Parks and Recreation

Mr. Wofford presented a report to the community. Mr. Wofford said Georgia Power is contributing \$10,000 for shades at Alto. Mr. Wofford also discussed advertising contracts from United Rentals, CFA as well as the Banty Jones Park ribbon cutting.

XII. Tax Assessor

Mr. Womack said all appeals to BOE have been scheduled. Final week of regularly scheduled appeals is December 15th. BOE reschedules will be heard in the week of January 5, 2026.

Mr. Womack said that generally less than 50% of people show up for the appeal date and the Tax Commissioner cannot collect until the process is finalized. Mr. Womack said it may be until February before the Tax Commissioner can collect taxes on those properties.

Mr. Womack said there have been larger than normal appeals to Superior Court this year which create an additional expense for the county.

XIII. Elections

XIV. Facilities

Mr. Davis said facilities is on track to receive Phase One plans for the former law enforcement center and expects to receive full construction documents on December 10.

Plans for the building in Phase One include the Tax Commissioner and Tag offices on the third floor. E-911 will stay on the second floor and Juvenile Court will be moved to the second floor.

Phase Two will primarily be the first floor and will move Magistrate and Probate court. That will also include the renovation of the lobby to make it more public facing and friendly.

Mr. Davis also addressed upcoming exterior renovations at Historic Courthouse. Those renovations will include repainting the white trim, cleaning and repointing bricks as well as gutter work. Mr. Davis said water leaks from gutter issues are causing plaster damage inside, so gutter work and adding additional downspouts should prevent further damage to the building.

Mr. Davis said once the Tax Commissioner's office and Tag office moved abatement will start taking place in order to renovate the inside of the building. Many of the projects will be paid for through SPLOST.

XV. Chief of Staff Report

XVI. Chair's Report

XVII. Other Business

XVIII. Adjourn - with no other business to discuss, the meeting was adjourned at 10:57 a.m.

Next meeting Jan. 22, 2026, 10 a.m.