



**MINUTES
ADMINISTRATIVE SERVICES COMMITTEE**

May 28, 2026 10:00 A.M.

Caucus Suite 204

Staff Present: Scotty Hancock, Committee Vice-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
 Ryan Davis, Facilities Manager
 Amy Stanley Burns, Assistant Human Resources Director
 Amy Dawkins, Communications Manager
 John Bailey, Assistant Clerk

Public Present: Baylen Parker, Rome News-Tribune

I. Call to Order

Vice-Chair Hancock called the meeting to order at 10:08 a.m.

II. Review Minutes from Previous Meetings

- Adopt minutes of regular meeting March 26, 2026
- The minutes were approved by common consent.

III. Public Participation

IV. Purchasing

- Updates on past projects
 1. HVAC Units at Floyd County Jail
 2. Turner Road NE Paving
 3. Mango Road
 4. Public Works Forklift
 5. FCPD Surplus Sale
 6. Public Works Woodchipper

Mr. Self reviewed past purchasing projects and gave the committee updates on several of the projects. Mr. Self and Mr. McCord discussed the Mango Road

project and said the project is likely to take eight months with the potential completion date of Summer 2027.

- Updates on current projects
 1. Brushy Branch Boat Ramp
 2. Public Works Dump Body
 3. Battey Demolition Bids
 4. Public Works On Call Truck

Mr. Self said the bid has been posted for the Brushy Branch Boat Ramp project. One bid came in much lower than the others and Mr. Self followed up. The low bidder did not fully understand the full scope of the project and Mr. Self recommended rejecting that bid and re-bidding the project. Mr. McCord said they may be able to save some money by waiting until the level of Lake Weiss is reduced, as it is every five or so years, and having the contractor work on the project at that time. Mr. McCord said it would reduce or remove the amount of underwater work and lower the cost.

- Vendor packet posting on website

Mr. Self presented the proposal to the committee.

V. County Clerk

- Website roll out update

Ms. Dawkins informed the committee the new Floyd County website launched on May 28 and she was in the process of working with the vendor to correct any issues on the website.

VI. Information Technology (IT)

- Update on the migration to Central Square cloud software

Mr. Brown stated the implementation of a firewall upgrade had been implemented and tested. He also stated the migration to Central Square for 911, FCSO and police has been bumpy. Mr. Brown stated they are still working with the vendor to correct issues.

VII. County Manager

Mr. McCord discussed the ACCG schedule for the year and stated that tax assessments will go out on May 29. He stated that this year the legislature changed how those assessments are presented and hoped it will eliminate confusion caused by the previous format.

VIII. Human Resources

- Police Department Special Adjustment

Ms. Burns presented the HR report and discussed a requested special adjustment to a position at the police department regarding the department's open records position. Mr. Hancock remarked on the number of people on YouTube who use the open records portal in order to post bodycam videos to make a profit. Ms. Dawkins and Mr. Bailey commented that the addition of the position at the police department has been very helpful to process open records requests for the police department.

IX. Finance

Ms. Gass reported they have received the first draft of the annual audit.

X. Court Administrator

XI. Parks and Recreation

Mr. McCord stated that Parks and Recreation is working on a plan for Etowah Park and has recently completed the paving of the lower Alto Park parking lot.

XII. Tax Assessor

XIII. Elections

Mr. Hancock discussed the cost of elections with the committee and Ms. Gass reported that even with the number of elections this year

XIV. Facilities

- Judicial Annex
- Historic Court

Mr. Davis reported the tax and tag offices have moved into the former Law Enforcement Center building and are happy with the location. Mr. Davis reported that he expects it will take eight months to complete the second and third floor renovations and installation of the elevator. Mr. Davis also reported that the first floor design is in the works. As for the Historic Courthouse, Mr. Davis reported that the temporary stabilization project is complete and they are moving on to cleanup. Once that is complete they will begin testing for permanent stabilization of the building and get a better assessment of the building.

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 11:15 a.m.

Next meeting July 23, 2026, 10 a.m.