



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • AUGUST 10, 2015

Regular Meeting

City Council Chamber

6:00 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Public Hearing - the City of Kingsland, Georgia Will Conduct a Public Hearing for the Purpose of Considering the Application for the Sale of Beer/Wine from "GtracXpress Inc" Owner Yuvrajjit Gill. Location of This Business is 5289 Laurel Island Parkway, Kingsland, Georgia 31548. Notice is Hereby Given that a Public Hearing on This Application is Scheduled for Monday August 10, 2015 at 6:00P.M. in the Council Chamber at City Hall. Formal Consideration of This Application Will Take Place During the Regular Council Session on Monday, August 10, 2015 -
2. Public Hearing- FY 2015-16 Budget -

II. CALL TO ORDER AND WELCOME GUESTS

III. INVOCATION AND PLEDGE TO THE FLAG

IV. ROLL CALL

Kenneth E Smith Sr
Alex Blount
Jim McClain
Charles Grayson Day Jr
James Ham

Mayor
Mayor Pro Tem
City Councilman
City Councilman
Councilman

V. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

VI. RECOGNITION

1. Life Saving Award: Ronney Blevins, FF/EMT, Kevin Foster, FF/Paramedic, Scott Gregory, FF, Chris Martin, FF/EMT, Blake Stephens, FF/EMT, Brandon White, FF, Jeremy Wright, FF/Paramedic -

VII. GRANTING AUDIENCE TO THE PUBLIC

VIII. OLD BUSINESS

IX. PLANNING AND ZONING

1. APPLICATION FOR FINAL PLAT – Bennett Surveying, Inc. -
Bennett Surveying, Inc. requests consideration for a final plat consisting of 25 lots on 10.45 acres on Walnut Way on behalf of Soncel, Inc. (Lake Victoria IIB-3). Zoning is PD/R-1. This platting restores the original Lake Victoria platting that was reversed for tax reasons. Planning Commission recommends approval.
2. Discussion - Draft Zoning Amendments and Downtown Overlay District -

X. NEW BUSINESS

1. Approval Of: Alcohol Beverage License for the Retail Sale of Beer/Wine to Go from Gtrac Xpress Inc., Owner Yuvrajjit Gill, Located at 5289 Laurel Island Parkway, Kingsland, Georgia 31548. -
2. Approval of: Living Well Employee Clinic MOU -
3. Discussion: Purchase of Replacement Utility Truck -
4. Executive Session - Personnel Matter -

XI. MAYOR AND COUNCIL ANNOUNCEMENT

XII. ADJOURNED

City of Kingsland
Proposed FY 2015-16 Budget

1.2.a

	Department	FY 15-16 Requested Budget	FY 15-16 Recomm'd Budget	\$ Increase/Decrease from Requested Budget	Current Year FY 14-15 Budget	Variance from FY 14-15 budget to FY 15-16 Recom'd		Reason for Change From FY14-15 Budget to FY15-16 Budget
						% Change	\$ Increase/Decrease	
General Fund	General Fund Revenues	\$9,731,680	\$9,661,680	-\$70,000	\$9,860,864	-2.02%	-\$199,184	General fund, CVB, Water/Sewer, and Solid Waste include: \$750 merit increases (except police under 5 year salary plan) 2.70% decrease in retirement funding and 19% increase in health insurance. Includes city wide implementation of energy audit recommendations \$18k GF & \$3k W/S. Includes increase in fuel for departments with vehicles.
	Administration	\$1,023,440	\$1,004,763	-\$18,677	\$1,054,741	-4.74%	-\$49,978	Contingency of \$398,487 ; based on 8 mills. Revenues decreased in property taxes (\$125,000), motor vehicle tax (\$50,000), one time timber sale in prior year, and ambulance revenues. Increases in revenue are in insurance premium tax and cable franchise tax.
	Information Technology	\$212,784	\$190,300	-\$22,484	\$233,337	-18.44%	-\$43,037	Increase in contract labor (elections), records retention software and equipment, and council chambers sound system upgrade offset by decrease in animal control contract (\$46,100).
	Finance	\$297,681	\$296,712	-\$969	\$299,278	-0.86%	-\$2,566	Decrease in salaries and court technology expenses.
	Municipal Court	\$465,479	\$468,453	\$2,974	\$481,084	-2.63%	-\$12,631	Increase in supplies & building maintenance offset by decrease in retirement.
	Police	\$2,776,605	\$2,825,558	\$48,953	\$2,905,977	-2.77%	-\$80,419	Increase in repairs & maintenance and travel offset by decreases in retirement and salaries.
	Fire	\$2,455,590	\$1,992,092	-\$463,498	\$1,942,980	2.53%	\$49,112	Request to convert (1) part-time to (1) full-time. Includes scheduled police pay increase under 5 year plan salary plan. Capital outlay request for 5 police cars at mid year funded by capital lease. Decreases in uniforms & auto parts. Includes police vest grant match \$8,750 and body worn camera grant match \$24,000.
	Public Works	\$1,731,844	\$1,697,521	-\$34,323	\$1,681,850	0.93%	\$15,671	Request to convert part-time hours to (1) full-time. Request for promotion of (1) fire fighter to Lieutenant (\$4,500). Capital outlay request for driveway improvement (\$50k). Capital outlay request for pumper/engine (\$390k) & remodel station 3 kitchen (\$90k) not recommended. Increase in repairs, auto parts, and small equipment.
	P&Z	\$428,326	\$434,767	\$6,441	\$428,463	1.47%	\$6,304	Capital outlay for utility service truck (\$75k) not recommended. Recommend to purchase used truck under \$40k. Capital outlay request for (1) zero turn mower.
	Economic Development	\$67,388	\$67,400	\$12	\$84,480	-20.22%	-\$17,080	No significant change.
	Fleet Services	\$279,582	\$285,627	\$6,045	\$320,859	-10.98%	-\$35,232	Decrease in capital outlay from prior year and grant transfers out.
	GF Total Expenditures	\$9,738,719	\$9,263,193	-\$475,526	\$9,433,049	-1.80%	-\$169,856	Increase in supplies and small equipment offset by decrease in capital outlay request from prior year. Request for 1,000 gallon marine gas tank. Salaries offset by shared services with County.

Attachment: Council Summary 15-16 B (1416 : Public Hearing- FY 2015-16 Budget)

City of Kingsland
Proposed FY 2015-16 Budget

1.2.a

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Water/Sewer Fund	Revenues for Water/Sewer Fund	\$7,542,450	\$7,542,450	\$0	\$8,968,206	-15.90%	-\$1,425,756	General fund, CVB, Water/Sewer, and Solid Waste include: \$750 merit increases (except police under 5 year salary plan) 2.70% decrease in retirement funding and 19% increase in health insurance. Includes city wide implementation of energy audit recommendations \$18k GF & \$3k W/S. Includes increase in fuel for departments with vehicles.
	Administration	\$519,356	\$519,903	\$547	\$516,371	0.68%	\$3,532	Contingency of \$883,836 ; based on current rate structure. Increases in tap fees, capital recovery fees offset by a decrease in transfer in from SPLOST (\$1,586,056).
	Information Technology	\$23,848	\$20,400	-\$3,448	\$23,272	-12.34%	-\$2,872	No significant change.
	Finance	\$157,360	\$157,794	\$434	\$168,958	-6.61%	-\$11,164	Decrease in salaries and court technology expenses.
	Fleet Services	\$91,534	\$93,367	\$1,833	\$106,015	-6.61%	-\$11,164	Increase in supplies & building maintenance offset by decrease in professional services.
	Operations	\$6,316,414	\$5,867,149	-\$449,265	\$7,463,177	-21.39%	-\$1,596,028	Increase in supplies and small equipment offset by decrease in capital outlay request from prior year. Request for 1,000 gallon marine gas tank. Salaries offset by shared services with County.
	Water/Sewer Fund Total Expenses	\$7,108,512	\$6,658,613	-\$449,899	\$8,277,793	-21.39%	-\$1,596,028	Increase in repairs/maintenance for vaccon (\$30,000) and decreases in supplies and capital outlay (\$1,642,944). Capital outlay includes water/sewer projects funded by SPLOST and 2 pick-up trucks \$60,000 Request for new vaccon and valve turning machine not recommended this time, request to delay for SPLOST funding when available.
Solid Waste	Solid Waste Revenues	\$1,257,060	\$1,257,060	\$0	\$1,140,344	10.24%	\$116,716	
	Expenses	\$1,261,974	\$1,148,445	-\$113,529	\$1,051,188	9.25%	\$97,257	Contingency of \$108,615 ; based on current rate structure. Decrease in insurance recovery proceeds offset by an increase in SPLOST transfer in. Decrease in vehicles repairs, increase in solid waste containers, and increase in capital outlay (limb wagon \$133,000 and garbage truck \$225,000 funded by SPLOST)

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City of Kingsland
Proposed FY 2015-16 Budget

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	Confiscated Assets Fund	\$55,075	\$55,075	\$0	\$135,100	-59.23%	-\$80,025	Based on estimated confiscated assets and remaining CISCO funds.
	EPA Grant Fund	\$938,950	\$938,950	\$0	\$0	100.00%	\$938,950	Grant funds from EPA-North Force Main project. Grant funds in the amount of \$485,000 with matching funds from SPLOST in the amount \$453,950.
	Multiple Grant Fund	\$240,500	\$240,500	\$0	\$461,904	-47.93%	-\$221,404	Based on grant awards expected during the fiscal year. Includes LMI 2016 (\$145,000); FEMA safety \$30,000; Police vest \$17,500; and Body worn cameras \$48,000
	CVB Fund (Tourism)	\$333,400	\$367,387	\$33,987	\$389,439	-5.66%	-\$22,052	Revenues are based at 44% of estimated Hotel/motel tax revenues, & merchandise sales.
	Hotel/Motel Tax Fund	\$750,000	\$750,000	\$0	\$750,000	0.00%	\$0	Based on estimated hotel/motel tax revenues.
	Downtown Development Authority Fund	\$12,815	\$13,315	\$500	\$12,305	8.21%	\$1,010	Funded by DDA fundraising events. All expenses paid directly from the DDA checking account.
	Kingsland Development Authority	\$122,300	\$122,300	\$0	\$118,956	2.81%	\$3,344	Special Revenue Fund used to account for the blended component unit whose purpose is to finance construction of City's public buildings.
	SPLOST Fund #6	\$0	\$0	\$0	\$1,180,006	-100.00%	-\$1,180,006	Based on SPLOST VI fund closing out FY14/15.
	SPLOST Fund #7	\$4,360,450	\$4,360,450	\$0	\$3,121,621	100.00%	\$1,238,829	Based on funds available for projects outlined in the SPLOST VII agreement, includes cash carry forward and transfer in from EPA grant
	General Debt Service	\$346,625	\$330,751	-\$15,874	\$267,949	23.44%	\$62,802	Based on current lease payments for governmental funds. Increase related to police cars .
	Debt Service Revenue Bond	\$127,500	\$127,500	\$0	\$127,500	0.00%	\$0	17% of the hotel/motel tax is accounted here for the bond payment of the welcome center.

Attachment: Council Summary 15-16 B (1416 : Public Hearing- FY 2015-16 Budget)



City of Kingsland Georgia

P.O. BOX 250, Kingsland, Georgia 31548
PHONE 912 729-5613 FAX 912 729-4590

CITY OF KINGSLAND NOTICE OF PUBLIC HEARING ALCOHOL BEVERAGE LICENSE

The City of Kingsland, Georgia will conduct a public hearing for the purpose of considering the application for the sale of beer/wine from "Gtrac Xpress INC" owner Yuvrajjit Gill. Location of this business 5289 Laurel Island Parkway, Kingsland, Georgia 31548. Notice is hereby given that a public hearing on this application is scheduled for Monday, August 10, 2015 at 6:00 p.m. in the council chamber at City Hall.

Anyone having any objection to the issuance of a license to this establishment should address their concern to the Mayor and Council at the public hearing. Formal consideration of this application will take place during the regular council session on Monday, August 10, 2015.

Yvonne Waye, Business License Administrator

Please Advertise the above:

July 16, 2015

July 23, 2015

August 6, 2015

COUNTY OF CAMDEN

**MEMORANDUM OF UNDERSTANDING
ESTABLISHING A COOPERATIVE PARTNERSHIP
BETWEEN THE CAMDEN COUNTY BOARD OF COMMISSIONERS
AND THE CITY OF KINGSLAND, GEORGIA
FOR PROVIDING ONSITE CLINICAL MEDICAL SERVICES
BY CAMDEN COUNTY TO EMPLOYEES OF THE CITY OF KINGSLAND**

This Memorandum of Understanding (herein after the “MOU”) between the Camden County Board of Commissioners (herein after the “CCBC”) and the City of Kingsland, Georgia (herein after the “CITY”); entered into this the 16th day of June, 2015 for providing of clinical medical services by Camden County for the employees of the City of Kingsland for the period starting July 1, 2015 and continuing through June 30, 2016 as defined and as agreed to as set forth herein:

1.

WHEREAS the CCBC and the CITY are lawful governments as envisioned by Georgia Law.

2.

WHEREAS the CCBC is a self-insured body for the purposes of providing health insurance benefits to CCBC’s employees; and the CITY has purchased a health insurance policy for the purposes of providing health insurance benefits to CITY’s employees.

3.

WHEREAS both CCBC and CITY desires to manage their employer provided health insurance costs in the most economical manner.

4.

WHEREAS CCBC has an established onsite medical clinic to provide a wellness program for employees in an attempt to reduce health insurance costs for CCBC. The clinic is at 701 Charles Gilman Jr. Avenue, Suite B, Kingsland, Georgia.

5.

WHEREAS CCBC has contracted with a local Georgia licensed physician, a nurse practitioner, and two (2) Georgia licensed registered nurses to oversee and provide medical services for CCBC's employees at the afore-stated clinic in an effort to reduce costs associated with the self-insured program.

6.

WHEREAS CCBC and CITY have entered into discussions that have led to the CITY and CCBC entering into this MOU which creates a cooperative partnership so as to allow CITY's employees to utilize the afore-stated clinic whereby the physician, nurse practitioner, and the registered nurses will provide an onsite medical clinical treatment program to CITY's employees while performing the onsite medical clinical treatment program for CCBC.

7.

NOW THEREFORE BE IT RESOLVED the CCBC and CITY hereby enters into this MOU which establishes a cooperative partnership between the parties hereto for the providing of onsite medical clinical services to the employees of the City of Kingsland, pursuant to the following terms.

a.

This MOU shall be effective upon the final approval by the CCBC (Camden County Board of Commissioners) and CITY (the Council for the City of Kingsland, Georgia) and entered upon the lawful minutes of each political body.

b.

Operational dates of this MOU shall be effective on July 1, 2014, upon final approval by CCBC and CITY, and shall continue until either party provides proper notification for termination. Either CCBC or the CITY may terminate this MOU at any time by informing the other party in writing 30 days prior to the termination of the agreement which shall be delivered to the County Administrator for CCBC or the City Manger for the CITY.

c.

CCBC shall establish the medical clinics hours of operation as stated herein below; and shall have sole authority for the retaining of the afore-said professional medical services for this MOU and the clinic; the location and hours of operations shall be:

- i. Nurse(s) will be available Monday through Friday 8:00 a.m. – 5:00 p.m.
- ii. Physician/Physician's Assistant/Nurse Practitioner will be available a minimum of thirty hours a week.

d.

In the forming of this cooperative partnership the CCBC and the CITY shall each be responsible for the total clinic operations cost on a pro-rata basis pursuant to the following formula.

CCBC has determined the estimated budgeted operating cost for CCBC's Fiscal Year 2015-2016 to be \$437,157. This budgeted amount is to cover any and all expenses associated with the onsite clinic (physician, physician's assistant, registered nursing staff, malpractice liability insurance premiums, non-medical staff, medical supplies, medications, and the utility and maintenance costs to operate the clinic).

It has further been determined that the CITY utilized the onsite medical clinic for CCBC's Fiscal year 2014-2015 for a pro-rated use percentage of 10% of the total operating costs for the afore-stated fiscal budget year.

It is hereby agreed and consented to by the parties hereto that the CITY shall pay to CCBC 10% of the afore-stated \$437,157 budget, conditioned on the CITY use of the clinical services not exceeding the projected 10% use of the clinic for 2015-2016 Fiscal Budget Year.

CITY shall pay to CCBC the total annual amount of \$43,716 for medical services provided by the CCBC's onsite clinic to the CITY. Said annual amount shall be paid in 12 monthly installments of \$3,643. CITY shall pay CCBC for the monthly installment payment by the 10th day of each month for the services performed in the previous month starting with July 1, 2015.

The aforesaid formula for payment of clinical services provided to the CITY shall be reviewed by CCBC on a quarterly basis in an effort to keep the CITY informed of the percentage of clinical services provided and costs so associated with the provided services in comparison to the funding so allocated for the onsite clinic operations. Upon review of the quarterly reports, the CITY shall be notified by the CCBC of the actual costs and utilization as well as any differential in pay.

The quarterly reviews are for the periods of July 1, 2015 to September 30, 2015; October 1, 2015 to December 31, 2015; January 1, 2016 to March 31, 2016; and April 1, 2016 to June 30, 2016. The completed quarterly review shall be presented by the CCBC to CITY on or before the 20th day of the month following the quarter just completed.

e.

CITY will be notified by CCBC in a timely manner of a change in clinic's hour of operation so that the CITY's employees may schedule their time to meet with the health care providers. Representatives of the CCBC's Human Resources Department and the CITY's Human Resources Department shall meet as needed to work out clinic schedules as necessary.

f.

This MOU does not establish an employer/employee relationship between CITY's employees and CCBC.

g.

CITY agrees to hold harmless and indemnify CCBC from any damages, liability, actions, claims, or demands that may arise within the scope of this MOU in regards to CITY's agents, servants, employees, invitees, or licenses arising out of this MOU during the term of this MOU.

h.

The services as defined herein shall only be provided to those CITY employees that are currently enrolled in the CITY's employer provided health insurance program. City shall provide to CCBC a list of currently enrolled employees in CITY's employer provided health insurance program as may be amended from time to time.

Hereby agreed to by the parties hereto on the date as approved:

This 16th day of June 2015

James H. Starline, Chairman
Camden County Board of Commissioners

ATTEST:
Kathryn Bishop, County Clerk

Kenneth E. Smith, Mayor

This _____ day of _____ 2015

ATTEST: _____
Linda M. O'Shaughnessy,
City Clerk