



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • AUGUST 24, 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: FY2015-16 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
City 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. Cooperative Fleet Services Award - Mr. Steve Howard -

VII. PRESENTATION

VIII. GRANTING AUDIENCE TO THE PUBLIC

IX. OLD BUSINESS**X. PLANNING AND ZONING**

1. APPLICATION FOR ANNEXATION AND ZONING, Eddie Bennett -

Eddie Bennett is requesting annexation of Tax Parcel 108 002E on Ken Gay Drive, a 3.57 acre tract. Zoning in the county is C-G and I-G. City zoning would be I-L.

2. Approval Of: Ordinance #2015-12, an Ordinance to Annex Gay Properties II LLC Tract by the City of Kingsland -

3. APPLICATION FOR ANNEXATION AND ZONING, Harold Kenneth Gay -

Harold Kenneth Gay is requesting annexation of a portion of Tax Parcel 108 002 on Ken Gay Drive, a 7.5 acre tract. Zoning in the county is I-G. City zoning would be I-L.

4. Adoption Of: Ordinance # 2015-13, an Ordinance to Annex Harold Kenneth Gay Tract by the City of Kingsland -

5. APPLICATION FOR PRELIMINARY PLAT – Bennett Surveying, Inc. -

Bennett Surveying, Inc. requests consideration for a preliminary plat consisting of 4 lots on 11 acres for a retail development on Ken Gay Drive on behalf of F&C of Aiken, LLC. Zoning will be I-L.

XI. NEW BUSINESS

1. Approval Of: Resolution 2015-11: Adoption of FY 2015-16 Operating Budget -

2. Approval Of: 2015 Millage Rate - 8.00 Mills -

3. Approval of - GDOT Utility Agreement & Resolution Georgia Project No.: NH000-0002-00(861), Camden County G.D.O.T. P.I. No.: 0002861 -

4. Approval Of: GMA Cell Tower Lease Management Services -

GMA agrees to assist the City in the negotiation and drafting of a Water Tower Lease Agreement for a Wireless Communications Site with Verizon Wireless.

5. Approval - Purchase of (2) 2012 Chevrolet Silverado -

6. 1434 : Bid Award: Asphalt Resurfacing/Leveling -

7. Bid Award: Pest Control Services (Contract) -

8. 1429 : Discussion and approval - Replacement of Water/Wastewater SCADA System -

9. Discussion - Robert's Rules of Order - Mayor Pro Tem Alex Blount

10. Discussion - Kingsland Labor Day Catfish Festival - City Councilman Charles Grayson Day Jr

XII. MAYOR AND COUNCIL ANNOUNCEMENT

XIII. ADJOURNED

ORDINANCE NO. 2015-12**AN ORDINANCE TO ANNEX GAY PROPERTIES II LLC TRACT BY THE CITY OF KINGSLAND**

WHEREAS, the City of Kingsland seeks to encourage planned growth and development that offers urban type services; and

WHEREAS, Eddie Bennett owner of Gay Properties II LLC has an undeveloped tract on Kenneth Gay Drive otherwise described as map and parcel 108 002E consisting of 3.57 acres planned for commercial use requiring water and sewer service; and

WHEREAS, the parcel is adjoining the City of Kingsland across Kenneth Gay Drive;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND that the City of Kingsland annex the property described in attachment 1 of Gay Properties II LLC into the City of Kingsland;

Adopted and approved this 24th day of August, 2015.

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

ORDINANCE NO. 2015-13**AN ORDINANCE TO ANNEX HAROLD KENNETH GAY TRACT BY THE CITY OF KINGSLAND**

WHEREAS, the City of Kingsland seeks to encourage planned growth and development that offers urban type services; and

WHEREAS, Harold Kenneth Gay has an undeveloped tract on Kenneth Gay Drive otherwise described as map and parcel 108 002G consisting of 7.5 acres planned for commercial use requiring water and sewer service; and

WHEREAS, the parcel is adjoining the City of Kingsland across Kenneth Gay Drive;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND that the City of Kingsland annex the property described in attachment 1 of Harold Kenneth Gay into the City of Kingsland;

Adopted and approved this 24th day of August, 2015.

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

City of Kingsland
State of Georgia

RESOLUTION NO. 2015-11

TO ADOPT THE FISCAL YEAR 2015-16 BUDGET FOR EACH FUND OF THE CITY OF KINGSLAND, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/EXPENSES, ADOPTING THE SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING AVAILABLE

WHEREAS, sound governmental operations require a budget in order to plan the financing of services for the residents of the City of Kingsland; and

WHEREAS, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a balanced budget for the City’s fiscal year, which runs from October 1st to September 30th of each year; and

WHEREAS, the Mayor and City Council of the City of Kingsland have reviewed the proposed FY 2015-16 budget as presented; and

WHEREAS, each of these funds is a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures or expenses; and

WHEREAS, the Mayor and City Council wish to adopt this proposal as the Fiscal Year 2015-16 Annual Budget, effective from October 1, 2015 through September 30, 2016.

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council of the City of Kingsland, Georgia, as follows:

Section 1. That the proposed Fiscal Year 2015-16 Budget, attached hereto and incorporated herein as a part of this Resolution is hereby adopted as the Budget for the City of Kingsland, Georgia for Fiscal Year 2015-16, which begins October 1, 2015 and ends on September 30, 2016.

Section 2. That the several items of revenues, other financial resources, and sources of cash shown in the budget for each fund in the amounts shown anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses, and uses of cash are hereby appropriated to the departments named in each fund.

Section 3. That the “legal level of control” as defined in OCGA §36-81 is set at the departmental level, meaning that the designated personnel in his/her capacity as Budget Officer is authorized to move appropriations from one line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount appropriated for a department without a further Budget amendment approved by the Mayor and City Council.

Section 4. That all appropriations shall lapse at the end of the fiscal year.

Section 5. That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this 24th day of August 2015.

CITY OF KINGSLAND, GEORGIA

BY: _____
Kenneth E. Smith, Sr., Mayor

ATTEST: _____
Linda O’Shaughnessy, City Clerk

Attachment: Resolution Budget Adoption 08-24-15 (1430 : Approval Of: Resolution 2015-11: Adoption of FY 2015-16 Operating Budget)

City of Kingsland
Proposed FY 2015-16 Budget

11.1.b

Budget A				\$ 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
Department	FY 15-16 Requested Budget	FY 15-16 Recomm'd 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 one time performance incentive (except police under 5 year salary plan) 2.70% decrease in retirement funding and 19% increase in health insurance. Includes Phase I of city-wide implementation of energy audits recommendations \$3.5k. 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 \$433,611; 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	\$1,996,968	-\$458,622	\$1,942,980	2.78%	\$53,988	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	\$1,657,521	-\$74,323	\$1,681,850	-1.45%	-\$24,329	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. Increase fire chief salary 3.5% to step 1 (\$2,376).
	P&Z	\$428,326	\$434,767	\$6,441	\$428,463	1.47%	\$6,304	Capital outlay for utility service truck (\$75k) not recommended. Remove utility truck to purchase in current year. 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	\$9,228,069	-\$510,650	\$9,433,049	-2.17%	-\$204,980	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 FY 15-16 (Budget A) (1430 : Approval Of: Resolution 2015-11: Adoption of

City of Kingsland
Proposed FY 2015-16 Budget

11.1.b

Budget A				\$ 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
Department	FY 15-16 Requested Budget	FY 15-16 Recomm'd Budget				% Change	\$ Increase/ Decrease	
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 one time performance incentive (except police under 5 year salary plan) 2.70% decrease in retirement funding and 19% increase in health insurance. Includes Phase I of city-wide implementation of energy audits recommendations \$3.5k. 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. Increase 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	-11.93%	-\$12,648	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	-19.56%	-\$1,619,180	Increase in repairs/maintenance for vacuum (\$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 vacuum 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	Contingency of \$108,615 ; based on current rate structure. Decrease in insurance recovery proceeds offset by an increase in SPLOST transfer in.
	Expenses	\$1,261,974	\$1,148,445	-\$113,529	\$1,051,188	9.25%	\$97,257	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)

Attachment: Council Summary FY 15-16 (Budget A) (1430 : Approval Of: Resolution 2015-11: Adoption of

City of Kingsland
Proposed FY 2015-16 Budget

11.1.b

Budget A				\$ 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
Department	FY 15-16 Requested Budget	FY 15-16 Recomm'd Budget				% Change	\$ Increase/ Decrease	
Confiscated Assets Fund	\$55,075	\$55,075	\$0	\$135,100	-59.23%	-\$80,025		General fund, CVB, Water/Sewer, and Solid Waste include: \$750 one time performance incentive (except police under 5 year salary plan) 2.70% decrease in retirement funding and 19% increase in health insurance. Includes Phase I of city-wide implementation of energy audits recommendations \$3.5k. Includes increase in fuel for departments with vehicles.
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 FY 15-16 (Budget A) (1430 : Approval Of: Resolution 2015-11: Adoption of

City of Kingsland
Proposed FY 2015-16 Budget

11.1.c

Budget B				\$ 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
Department	FY 15-16 Requested Budget	FY 15-16 Recomm'd 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 one time performance incentive (except police under 5 year salary plan), 2.70% decrease in retirement funding and 19% increase in health insurance. Includes Phase I of city-wide implementation of energy audits recommendations \$3.5k. 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 \$431,152 ; 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).
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	Fire	\$2,455,590	\$1,999,427	-\$456,163	\$1,942,980	2.91%	\$56,447	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	\$1,657,521	-\$74,323	\$1,681,850	-1.45%	-\$24,329	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. Increase fire chief salary 7.12% to step 2 (\$4,835).
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	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	\$9,230,528	-\$508,191	\$9,433,049	-2.15%	-\$202,521	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 FY 15-16 (Budget B) (1430 : Approval Of: Resolution 2015-11: Adoption of

City of Kingsland
Proposed FY 2015-16 Budget

11.1.c

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	Administration	\$519,356	\$519,903	\$547	\$516,371	0.68%	\$3,532	Contingency of \$883,836 ; based on current rate structure. Increase in tap fees, capital recovery fees offset by a decrease in transfer in from SPLOST (\$1,586,056).
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	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

11.1.c

Budget B				\$ 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
Department	FY 15-16 Requested Budget	FY 15-16 Recomm'd Budget	% Change			\$ Increase/ Decrease		
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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 FY 15-16 (Budget B) (1430 : Approval Of: Resolution 2015-11: Adoption of

Account No. – Class: 733005 – 309

Department ID: 4848010000

Program No.: 4181401

STANDARD UTILITY AGREEMENT
 GDOT Contract ID No.: CSOOUUTL

CONTRACT ITEM AGREEMENT

Georgia Project No.: NH000-0002-00 (861), Camden County
 G.D.O.T. P.I. No.: 0002861

THIS AGREEMENT, made this _____, by and between the Department of Transportation, an agency of the State of Georgia, hereinafter called the DEPARTMENT, first party, and City of Kingsland, a political subdivision of the State of Georgia, hereinafter called the LOCAL AGENCY, second party;

WITNESS that:

WHEREAS, the DEPARTMENT proposes under the above numbered project to widen and construct State Route 40 from West of City Street 491/Grove Boulevard to East of P R 718/Truss Plant Road in Camden County, Georgia; and

WHEREAS, due to the construction of this project, it will become necessary to make certain adjustments or additional installation of utility facilities of the LOCAL AGENCY, the cost of which shall be determined in accordance with Articles 8, 9, & 10 below; and

WHEREAS, the LOCAL AGENCY has requested that the DEPARTMENT include the adjustment or installation of water and sewer distribution facilities in its highway construction contract as shown on the attached plans; and

WHEREAS, this Agreement being for the sole purpose of providing a contractor for work performed on the LOCAL AGENCY'S water and sewer distribution facilities, the LOCAL AGENCY shall bear the cost of said work to be determined as hereinafter set forth;

WHEREAS, the preliminary engineering, including preparation of detailed plans and contract estimate for adjustment of the utilities described above have been accomplished by the LOCAL AGENCY;

WHEREAS, the plans for the utility work have been approved by both the DEPARTMENT and the LOCAL AGENCY prior to commencing work;

NOW THEREFORE, in consideration of the premises and the mutual covenants of the parties hereinafter set forth, it is agreed:

1. All construction engineering and contract supervision shall be the responsibility of the DEPARTMENT and the DEPARTMENT shall be responsible to assure that all utility work is accomplished in accordance with plans and specifications and to consult with

STANDARD UTILITY AGREEMENT
CONTRACT ITEM AGREEMENT

the LOCAL AGENCY or LOCAL AGENCY'S Consultant before authorizing any changes or deviations which affect the LOCAL AGENCY'S facility.

2. The LOCAL AGENCY or the LOCAL AGENCY'S Consultant shall have the right to visit and inspect the work at any time and advise the DEPARTMENT'S Engineer of any observed discrepancies or potential problems. The DEPARTMENT agrees to notify the LOCAL AGENCY when all utility work is completed and ready for final inspection by the LOCAL AGENCY.

3. It is specifically understood that the project number shown above is for the DEPARTMENT'S identification purposes only and may be subject to change by the DEPARTMENT. In the event it becomes necessary for the DEPARTMENT to assign a different project number, the DEPARTMENT shall notify the LOCAL AGENCY of the new project designation. Such change in project designation shall have no effect whatsoever on any of the other terms of this Agreement.

4. The DEPARTMENT shall include in its contract for this project all work necessary to accomplish the adjustment of the LOCAL AGENCY'S facilities as shown on the highway plans along with the necessary specifications to assure that the work conforms to sound construction practices.

5. In the event it becomes necessary to add pay items that are not provided for in the contract, the DEPARTMENT shall negotiate prices with the contractor and enter into a supplemental agreement with the contractor for completion of the additional items. Upon notification, the LOCAL AGENCY shall furnish a check for the additional cost as determined in Article 8 below.

6. The DEPARTMENT shall furnish on the project the construction engineering inspection and testing by its own forces required to assure that the work is done in accordance with the plans, specifications and Special Provisions.

7. Upon completion of the work and upon certification by the DEPARTMENT'S engineers that the work has been completed in accordance with the aforesaid plans and specifications, the LOCAL AGENCY shall accept the adjusted and additional facilities and shall thereafter operate and maintain the adjusted and additional facilities without further cost to the DEPARTMENT or its contractor. Such maintenance and all operations and activities shall be subject to the DEPARTMENT'S rules, policies and procedures as contained in its Utility Accommodation Policy and Standards, current edition.

8. The DEPARTMENT shall include in its highway contract those items shown as "materials" for permanent installation on the aforesaid plans attached hereto. The price bid for the appropriate items shall include all labor, materials and incidentals necessary to complete the work. The cost of the requested work shall be determined from unit quantities and unit prices as shown in the DEPARTMENT'S tabulation of bids. The approximate non-binding pre-let estimate including betterment is **\$1,736,726.50** based on the LOCAL AGENCY'S estimate attached hereto of which the Department shall bear **\$1,570,726.50 or 100 % of the In-**

STANDARD UTILITY AGREEMENT
CONTRACT ITEM AGREEMENT

Kind Items agreed under the Utility Aid and the LOCAL AGENCY shall bear \$166,000.00 for the Betterment.

9. It is mutually agreed that as soon as practicable after the opening of bids and acceptance of a bid by the DEPARTMENT, the DEPARTMENT shall notify the LOCAL AGENCY in writing of the amount due the DEPARTMENT. The LOCAL AGENCY shall pay to the DEPARTMENT the amount due within sixty (60) days.

10. It is further mutually agreed that the final cost of the work performed on behalf of the LOCAL AGENCY shall be determined by measurement of the actual quantities of installed materials, including added items under Article 5, multiplied by the actual bid prices. Accordingly, after the project has been completed, the DEPARTMENT shall determine the final cost to be borne by the LOCAL AGENCY and, as the case may be, shall refund to the LOCAL AGENCY or shall request of the LOCAL AGENCY an additional payment in the amount of the difference between the final cost to be borne by the LOCAL AGENCY and the amount which the LOCAL AGENCY has previously paid to the DEPARTMENT. In the event additional payment is due to the DEPARTMENT, the LOCAL AGENCY agrees to pay same within sixty (60) days after the statement is received from the DEPARTMENT. In the event a refund is due the LOCAL AGENCY, the DEPARTMENT agrees to pay the LOCAL AGENCY within sixty (60) after the refund amount is determined or final acceptance is made by the DEPARTMENT.

11. The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the parties hereto.

12. It is mutually agreed between the parties hereto that this document shall be deemed to have been executed in the Fulton County, Georgia, and that all questions of interpretation and construction shall be governed by the laws of the State of Georgia.

STANDARD UTILITY AGREEMENT
CONTRACT ITEM AGREEMENT

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in three counterparts, each to be considered as original by their authorized representative the day and date hereinabove written.

WITNESS AS TO SECOND PARTY:

CITY OF KINGSLAND

BY: _____
WITNESS

BY: _____
NOTARY PUBLIC (SEAL)

BY: _____
MAYOR

SWORN TO AND SUBSCRIBED
BEFORE ME THIS __ DAY
OF _____, 20____.

Notary Public
My commission expires:

Signed on behalf of City of Kingsland pursuant to resolution
dated _____.

FEIN _____

BY: _____
CITY CLERK
(OFFICIAL SEAL)

RECOMMENDED:

ACCEPTED:

BY: _____
STATE UTILITIES ENGINEER

DEPARTMENT OF TRANSPORTATION

BY: _____
COMMISSIONER

PROJECT NO.: NHS00-0002-00 (861)
COUNTY: Camden
G.D.O.T. P.I. NO.: 0002861
DATE: July 2, 2015

(OFFICIAL SEAL OF THE DEPARTMENT)

I attest that the seal imprinted herein is the Official Seal of the DEPARTMENT.

BY: _____
TREASURER
OFFICIAL CUSTODIAN OF THE SEAL

STANDARD UTILITY AGREEMENT
CONTRACT ITEM AGREEMENT

RESOLUTION

STATE OF GEORGIA

CITY OF KINGSLAND

BE IT RESOLVED by the Mayor and the City Council of the City of Kingsland, and it is hereby resolved, that the foregoing attached Agreement, relative to project NHS00-0002-00 (861) (P.I. No. 0002861, State Route 40 from West of City Street 491/Grove Boulevard to East of P R 718/Truss Plant Road in Camden County and that Mr. Kenneth Smith as Mayor and __Linda M. O'Shaughnessy_____, as City Clerk, be and they are, thereby authorized and directed to execute the same for and in behalf of said MAYOR and CITY COUNCIL of the City of Kingsland.

Passed and adopted this the _____ day of _____, 20__.

ATTEST:

CITY CLERK

BY: _____
MAYOR

STATE OF GEORGIA,

CITY OF KINGSLAND

I, Linda M. O'Shaughnessy, as City Clerk, do hereby certify that I am custodian of the books and records of the same, and that the above and foregoing copy of the original is now on file in my office, and was passed by the MAYOR and COUNCIL of CITY OF KINGSLAND.

WITNESS my hand and official signature, this the _____ day of _____,
20_____.

BY: _____
CITY CLERK

CITY OF KINGSLAND



Pay Item and Description		Additional Description	Unit	Orig Est Unit Price	In-Kind Items		Betterment Items		In-Kind / Betterment Total Qty	Actual Bid Costs					
					Orig Plan Total Qty	Orig Est Cost	Orig Plan Total Qty	Orig Est Cost		Actual Bid Total Qty	Actual Bid Unit Price	Actual Total Bid Cost	Actual In-Kind Bid Cost	Actual Betterment Bid Cost	
615-1000	JACK OR BORE PIPE -(615-1000)	12 IN	LF	\$ 250.00	230	\$ 57,500.00	0	\$ -	230			\$ -	\$ -	\$ -	
615-1000	JACK OR BORE PIPE -(615-1000)	16 IN	LF	\$ 325.00	446	\$ 144,950.00	-328	\$ (106,600.00)	118			\$ -	\$ -	\$ -	
615-1000	JACK OR BORE PIPE -(615-1000)	24 IN	LF	\$ 500.00	170	\$ 85,000.00	328	\$ 164,000.00	498			\$ -	\$ -	\$ -	
660-0004	SAN SEWER PIPE, 4 IN, PVC		LF	\$ 25.00	580	\$ 14,500.00	0	\$ -	580			\$ -	\$ -	\$ -	
660-0006	SAN SEWER PIPE, 6 IN, PVC		LF	\$ 32.00	310	\$ 9,920.00	0	\$ -	310			\$ -	\$ -	\$ -	
660-0008	SAN SEWER PIPE, 8 IN, PVC		LF	\$ 40.00	2420	\$ 96,800.00	-966	\$ (38,640.00)	1454			\$ -	\$ -	\$ -	
660-0012	SAN SEWER PIPE, 12 IN, PVC		LF	\$ 65.00	736	\$ 47,840.00	966	\$ 62,790.00	1702			\$ -	\$ -	\$ -	
660-1205	SEWER FORCE MAIN, 2 IN, -		LF	\$ 35.00	120	\$ 4,200.00	0	\$ -	120			\$ -	\$ -	\$ -	
660-1220	SEWER FORCE MAIN, 6 IN, -		LF	\$ 40.00	98	\$ 3,920.00	0	\$ -	98			\$ -	\$ -	\$ -	
668-3300	SAN SEWER MANHOLE, TP 1(668-3300)		EA	\$ 4,000.00	19	\$ 76,000.00	0	\$ -	19			\$ -	\$ -	\$ -	
668-3311	SAN SEWER MANHOLE, TP 1, ADDL DEPTH,	CL1	LF	\$ 275.00	39.38	\$ 10,829.50	0	\$ -	39.38			\$ -	\$ -	\$ -	
668-3312	SAN SEWER MANHOLE, TP 1, ADDL DEPTH,	CL2	LF	\$ 300.00	4.24	\$ 1,272.00	0	\$ -	4.24			\$ -	\$ -	\$ -	
670-1060	WATER MAIN, 6 IN		LF	\$ 45.00	1671	\$ 75,195.00	-347	\$ (15,615.00)	1324			\$ -	\$ -	\$ -	
670-1080	WATER MAIN, 8 IN		LF	\$ 55.00	6888	\$ 378,840.00	-2577	\$ (141,735.00)	4311			\$ -	\$ -	\$ -	
670-1120	WATER MAIN, 12 IN		LF	\$ 60.00	4286	\$ 257,160.00	3915	\$ 234,900.00	8201			\$ -	\$ -	\$ -	
670-2060	GATE VALVE, 6 IN		EA	\$ 1,500.00	26	\$ 39,000.00	-1	\$ (1,500.00)	25			\$ -	\$ -	\$ -	
670-2080	GATE VALVE, 8 IN		EA	\$ 1,800.00	20	\$ 36,000.00	-6	\$ (10,800.00)	14			\$ -	\$ -	\$ -	
670-2120	GATE VALVE, 12 IN		EA	\$ 2,400.00	7	\$ 16,800.00	8	\$ 19,200.00	15			\$ -	\$ -	\$ -	
670-3066	TAPPING SLEEVE & VALVE ASSEMBLY, 6 IN	6 IN X 6 IN	EA	\$ 3,500.00	2	\$ 7,000.00	0	\$ -	2			\$ -	\$ -	\$ -	
670-3087	TAPPING SLEEVE & VALVE ASSEMBLY, 8 IN	8 INX 8 IN	EA	\$ 4,000.00	4	\$ 16,000.00	0	\$ -	4			\$ -	\$ -	\$ -	
670-4000	FIRE HYDRANT		EA	\$ 5,000.00	20	\$ 100,000.00	0	\$ -	20			\$ -	\$ -	\$ -	
670-5010	WATER SERVICE LINE, 1 IN(670-5010)		LF	\$ 28.00	1300	\$ 36,400.00	0	\$ -	1300			\$ -	\$ -	\$ -	
670-5020	WATER SERVICE LINE, 2 IN		LF	\$ 32.00	50	\$ 1,600.00	0	\$ -	50			\$ -	\$ -	\$ -	
670-9730	RELOCATE EXIST WATER METER, INCL BOX	INCL BOX	EA	\$ 2,000.00	27	\$ 54,000.00	0	\$ -	27			\$ -	\$ -	\$ -	
						\$ -		\$ -	0			\$ -	\$ -	\$ -	
	GDOT SHARE (UTILITY AID IN THE AMOUNT OF \$1,570,726.50)					TOTAL EST In-Kind		TOTAL Betterment EST				TOTAL Actual Bid Cost		TOTAL Actual In-Kind Bid Cost	TOTAL Betterment Bid Cost
	0.00%					\$ 1,570,726.50		\$ 166,000.00				\$ -		\$ -	\$ -
	FACILITY OWNER SHARE (BETTERMENT IN THE AMOUNT OF \$166,000.00)					TOTAL ESTIMATE IN-KIND (NON-REIMBURSIBLE) FACILITY OWNER SHARE		TOTAL ESTIMATE IN-KIND & BETTERMENT				TOTAL BID COST IN-KIND (NON-REIMBURSIBLE) FACILITY OWNER SHARE		TOTAL BID COST IN-KIND & BETTERMENT	
	100.00%					\$ 1,570,726.50		\$ 1,736,726.50				\$ -		\$ -	
						TOTAL ESTIMATE IN-KIND (REIMBURSIBLE) GDOT SHARE		TOTAL ESTIMATE IN-KIND (NON-REIMBURSABLE) FACILITY OWNER SHARE & BETTERMENT				TOTAL BID COST IN-KIND (REIMBURSIBLE) GDOT SHARE		TOTAL BID COST IN-KIND (NON-REIMBURSABLE) FACILITY OWNER SHARE & BETTERMENT	
						\$ -		\$ 1,736,726.50				\$ -		\$ -	
Notes:															

AGREEMENT BETWEEN
THE CITY OF KINGSLAND
AND
THE GEORGIA MUNICIPAL ASSOCIATION, INC.
FOR TELECOMMUNICATIONS MANAGEMENT SERVICES

WHEREAS, the City of Kingsland ("City") desires to negotiate a Water Tower Lease Agreement with Verizon Wireless;

WHEREAS, the City is the owner of water tank tower located within Camden County, Georgia, a portion of which is to be leased for use pursuant to a License Agreement;

WHEREAS, the Georgia Municipal Association ("GMA") has available a telecommunications management service; and,

WHEREAS, the City has a need for such telecommunications management services.

THEREFORE, THE CITY AND GMA AGREE AS FOLLOWS:

Section 1. Services Provided to the City of Kingsland

GMA agrees to provide, directly or through its agents or subcontractors, the following services:

GMA agrees to assist the City in the negotiation and drafting of a Water Tower Lease Agreement for a Wireless Communications Site with Verizon Wireless. To facilitate the timely negotiation and execution of a Water Tower Lease the City agrees to designate a contact person with whom GMA will regularly review and discuss the services provided, arrange meetings, conferences, and other arrangements with GMA to facilitate the performance of services by GMA and to ensure that all information and issues required for review by GMA are made available to GMA

Section 3. Effective Date, Payment and Termination.

- a) This agreement shall become effective upon the signature by the parties
- b) The total obligation of the City is \$4,000.00.
- c) The City shall pay GMA 50% of the total obligation of this service within 30 days after the Agreement is executed and the final 50% of the total obligation when the services performed for the City pursuant to this Agreement are completed.
- d) Both the City and GMA shall have the right to terminate this agreement by giving written notice of such termination to the other party and specifying the effective date thereof. GMA shall be entitled to payment for services rendered to the City.

Section 4. Hold Harmless and Indemnification.

To the extent permitted by Georgia law, each party shall bear the responsibility for liability for negligence, errors or omissions of its own officers, agents, employees or subcontractors in carrying out this agreement. To the extent permitted by Georgia law, the City holds harmless GMA for liability for the negligence of the City, its officers, agents, employees, or subcontractors arising out of this agreement. GMA holds harmless the City for the negligence of GMA, its officers, agents, employees, or subcontractors arising out of this agreement.

Section 5. Amendments.

This contract may be amended by future written agreements executed on behalf of the City and GMA.

Section 6. Law Applicable.

This agreement shall be construed under the laws of the State of Georgia.

EXECUTED ON BEHALF OF THE CITY OF KINGSLAND THIS ____ DAY
OF _____, 2015.

ATTEST:

Mayor: _____
City of Kingsland

By _____

EXECUTED ON BEHALF OF THE GEORGIA
MUNICIPAL ASSOCIATION, INC.

(SEAL)

By _____
Executive Director

Georgia Municipal Association Cable and Telecommunications Management Services

AGENT REPRESENTATION FORM

The undersigned is a participant in the Georgia Municipal Association's (GMA) Cable and Telecommunications Management Service (CTMS). GMA's CTMS provides assistance with all aspects of federal and state cable and video franchising, including but not limited to franchise renewals and modifications, state franchise application process, franchise fee reviews and customer service issues. As a participant in GMA's CTMS authorization is hereby granted to allow GMA's staff and/or subcontractors to act on the Participants behalf as listed above.

This AGENT REPRESENTATION FORM is effective upon date signed and until further notice.

Name of City

Address - Street

City

Zip Code

Phone #

Fax #

email address

Submitted By _____ Date _____

X _____
Signature Title

EXHIBIT A

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with the City of Kingsland has registered with and is participating in a federal work authorization program [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. §13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Kingsland, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. §13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the City of Kingsland at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program User Identification Number: **69371**

BY: Authorized Officer or Agent of GMA:

Title of Authorized Officer or Agent of
GMA: _____

Printed Name of Authorized Officer or
Agent: _____

Date: _____

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

_____ DAY OF _____, 2015

Notary Public: _____

Print Name: _____

SEAL

My Commission Expires: _____



City of Kingsland
BID TABULATION
Asphalt Resurfacing/Leveling
TUESDAY, AUGUST 18, 2015 @ 2:00 PM

Vendor	Cost of Project
Kudzue 3 Trucking , Inc.	\$20,411.85
Seaboard Construction	\$11,430.03
Blackjack Asphalt	No Bid Submitted

*Advertised on City of Kingsland and GMA websites.

Staff recommends low bidder, Seaboard Construction.



City of Kingsland
BID TABULATION
Pest Control Services
Thursday, August 13, 2015 @ 2:00 PM

Vendor	Cost Per Month	Total Cost Per Year
Knox Pest Control	\$499.00	\$5,988.00
Yates-Astro Termite & Pest Control	\$270.00	\$3,240.00
Peachtree Pest Control	\$405.00	\$4,860.00
Bug Out Service	No Bid Submitted	No Bid Submitted
Reliant Pest Control	No Bid Submitted	No Bid Submitted
Keene Exterminating	No Bid Submitted	No Bid Submitted
A-1 Economic Exterminators	No Bid Submitted	No Bid Submitted
Turner Pest Control	No Bid Submitted	No Bid Submitted
Amounts are for 18 City buildings.		

*Request for Proposal (RFP) was advertised on the City of Kingsland and GMA websites.

City of Kingsland
Water and Wastewater SCADA System Upgrade
08/17/2015

<i>Quote from EMICC</i>	<i>EMICC</i>
Hardware	
Freshwater Computer System-PC	\$ 3,900.00
STP Computer - PC	\$ 3,800.00
Software	
Freshwater Computer System-Software	\$ 9,990.00
STP Computer - Software	\$ 5,990.00
Labor & Miscellaneous	
Freshwater Computer System - Labor	\$ 4,575.00
STP Computer - Labor	\$ 3,095.00
Total	\$ 31,350.00

<i>Quote from MR Systems with Dell Providing Hardware</i>	<i>MR Systems</i>	<i>Dell</i>
Hardware		
SCADA Server Hardware for Water System & Wastewater System		\$ 2,794.87
Water Workstation #1 (Backup to server) & Water Workstation #2 & monitor		\$ 1,405.95
Wastewater Workstation #1 (Backup to server) & Water Workstation #2 & monitor		\$ 1,405.95
Aqua Aerobics Workstation #1 & Aqua Aerobics Wastewater Workstation #2 & monitor		\$ 1,405.95
Software		
Water & Wastewater Server SCADA Software	\$ 2,286.00	
Wonderware Software Maintenance/Support (Req for 1st year)	\$ 4,535.00	
WIN-911 Enterprise Alarm Software-Replace SCADA Alarm	\$ 3,599.00	
Water System SCADA Software- Upgrade on (2)	\$ 2,519.00	
Wastewater System SCADA Software -Upgrade on (2)	\$ 2,126.00	
Aqua Aerobics System SCADA Software-Upgrade SE Station (2)	\$ 6,706.00	
Aqua Aerobics System SCADA Software-Upgrade View Enterprise	\$ 2,205.00	
Labor & Miscellaneous		
Project engineering, electrical & mechanical design, drafting, admin labor & misc	\$ 364.00	
HMI Software application development & graphics design labor (includes travel) ¹	\$ 6,937.00	
Onsite Comprehensive Warranty	\$ 480.00	
Freight	\$ 46.00	
Subtotal	\$ 31,803.00	\$ 7,012.72
Total	\$38,815.72	

Note:

The quote from EMICC, our current vendor, does not allow the city to purchased hardware from Dell. It also does not include training for our IT Department so any support will be a contracted service through EMICC. Over the last 18 months we've paid EMICC \$10,524.91 for support of the system.

The quote from MR Systems was reduced from \$41,293 to \$31,803 by using our government pricing from Dell for the hardware and Microsoft site license for Microsoft Server 2012. This quote also includes upgrading the Aqua Aerobics System (\$10,316.95), quote from EMICC does not include this. MR Systems is recommended by Carter and Sloope, they will provide on-site training to our IT staff allowing Kingsland to support the system in the future.

¹ This figure includes 5 days of onsite work and training, if less price will be reduced.