



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • DECEMBER 14, 2015

Regular Meeting

City Council Chamber

6:00 PM

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

I. CALL TO ORDER AND WELCOME GUESTS

II. INVOCATION AND PLEDGE TO THE FLAG

III. ROLL CALL

Kenneth E Smith Sr
Charles Grayson Day Jr
James Ham
Jim McClain
Richard A. Winters

Mayor
City Councilman
City Councilman
City Councilman
City Councilman

IV. 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

V. PRESENTATION

- 1. Presentation of Proposed Conditions Assessment - John Eddlemon, ESG Operations, Inc. -
- 2. Presentation - 2016 GEFA/CDBG Project Update, Trey Gavin, Carter & Sloope -

VI. GRANTING AUDIENCE TO THE PUBLIC

VII. OLD BUSINESS

VIII. PLANNING AND ZONING

1. 1515 : Approval Of: Ordinance # 2015-18: Update of Building Code References -

2. APPLICATION FOR ANNEXATION –Daniel L Williams -

Daniel L Williams is requesting annexation of 730 M.L.K. Blvd (Tax Parcel 082C03 002). Zoning will be R-1. Mr. Kessler explained that this property is not adjacent to the current City Limits and will thus require a joint resolution with the County under island annexation. Mr. Williams desires City sewer. There is a manhole in front of his property. Planning Commission Recommends Approval.

3. Approval of Resolution #2015-14: Resolution on Williams Tract Annexation -

Resolution that the Mayor and City Clerk are authorized and directed to enter into an agreement with the Board of Commissioners of Camden County on behalf of the City pursuant to the Georgia code agreeing to annexation of Williams Tract.

IX. NEW BUSINESS

1. Approval of Resolution #2015-12 :FY 2014-15 Year End Budget Revisions -
2. Approval of: Resolution #2015-13: To authorize FY 2016 Community Development Block Grant Submission -
3. Transportation Enhancement - Revised MOU; Georgia Department of Transportation Requests that We Sign a New MOU to Validate a Continued Interest in Completing the TE Project (SR 40 from West Street to East Street). - DDA Director Trish Jared
4. 2016 Alcohol Beverage Licenses Renewal -
5. Approval - Rehire Policy Amendments - Mayor Kenneth E Smith Sr
6. Bid Award: Purchase of Five Police Pursuit Sedans -

Staff Recommends purchasing five (5) Dodge Charger V-8s. Lowest bid on this type of vehicle is from Akin Ford, LLC at \$23,366 each, \$116,830 for five. Staff recommends purchasing equipment under a new RFP separately.

X. MAYOR AND COUNCIL ANNOUNCEMENT

XI. ADJOURNED



November 2, 2015

Mr. Lee H. Spell
City Manager
107 S Lee St,
City of Kingsland, Georgia
Kingsland, Georgia 31548

Subject: ESG Operations, Inc. –Conditions Assessment

Dear Mr. Spell:

Thank you for the opportunity to partner with the City in meeting the water and wastewater needs of your community. ESG is very excited about the upcoming partnership with the City of Kingsland. Attached you will find a preliminary scope of services as well as a cost to perform the assessment.

As we discussed in our initial meeting, ESG is proposing to conduct a comprehensive conditions assessment of the City's water and wastewater system. Our assessment on the mission critical assemblies will include all units that are greater than five (5) horsepower. Equipment less than five horsepower will not receive as extensive of an assessment but will still be analyzed. The following are the analysis that we will conduct:

Vibration Analysis. The vibration profile is a plot of the amplitude of velocity and displacement of equipment vibration. It helps us determine what may be wrong or going wrong with the unit and indicates the suspected cause of vibration, such as a loose mount or coupling misalignment. In many cases, vibration is created by faulty alignment. Left uncorrected, faulty alignment creates accelerated wearing on bearings, inefficient motor operation and eventually premature failure.

Electrical Assessment. The electrical survey determines the overall voltage drop across the control circuit. It can indicate problems in the motor windings and/or problems with the electrical connections.

The electrical assessment includes a motor circuit analysis that analyzes all the characteristics of the windings and supply cables. Impedance, inductance, capacitance, resistance, phase angle, and current frequency are analyzed to indicate a potential problem before it actually fails. By analyzing the relationship of any change in the three winding phases it is possible to identify any degradation of the circuit. Imbalance in the three phases causes motors to run hotter and reduce the motor's ability to produce torque.

Thermography. The thermographic scan is used to detect the excessive heat associated with failing bearings or electrical problems. For a control panel or electrical connection, "hot spots" are generally indicative of a corroded or loose connection, or frayed leads. These can damage equipment and cause unplanned failures if not corrected.

The assessment will include the following assets:

- Wastewater Treatment Facilities – ESG will conduct the above described analysis at the City’s Wastewater Plant that is in operation. We will be unable to analyze the plant that is not in operation at this time.
- Wastewater Lift Stations – ESG will perform the analysis on all 70 of the City’s lift stations.
- Water Wells – ESG will perform the analysis on the City’s 4 water production wells.

ESG will also have a second crew on site to perform a detailed assessment on 100 of the City’s manholes and associated pipework. ESG anticipates that this random analysis will provide Kingsland with a good idea about the overall condition of the City’s manholes. ESG will work with the City to determine which manholes are included in the assessment. The assessment will include the use of a pole camera to inspect the connecting pipes as well as a structural analysis to categorize the integrity of the manhole.

The final component of the assessment will be a detailed 12- year Repair and Replacement Forecast of the equipment assets. The Forecast will give the City an annual budget estimate required to repair and replace your existing water and sewer assets.

The cost of the proposed Conditions Assessment and Repair and Replacement Forecast is \$25,000. The fee includes the following:

- Crews on-site in Kingsland for 5 days. The Crews will be collecting all of the field data. The cost is inclusive of all expenses for the crews.
- Conditions Assessment report. The report will be similar to the one that we reviewed during our meeting. It will include all of the relevant analysis described above.
- 12-Year Repair & Replacement Forecast. We will take the data from the Conditions Assessment and develop a comprehensive financial model that outlines the required annual budget to maintain your existing assets. This forecast is independent of your capital forecast and is the cost required to keep your existing assets operational.

Please review the scope and cost and let me know if you need further clarification on any items. We look forward to working with you and the City on this project.

Sincerely;

John F. Eddlemon, P.E.

ORDINANCE #2015-18

TITLED “BUILDING AND BUILDING REGULATION”

WHEREAS, the City of Kingsland enforces the latest updates to its adopted building codes, and

WHEREAS, the City of Kingsland desires to keep its Municipal Code of Ordinances current on reference to these codes,

THEREFORE, the City of Kingsland amends Chapter 5, Article 1, Section 5-1 Adoption of Technical Codes by replacing it in whole with the following:

Sec. 5-1. Adoption of technical codes.

The following codes and all subsequent revisions and appendixes and Georgia supplements and amendments are hereby adopted by reference as through copied in full in this section:

- (1) International Building Code, 2012 Edition
- (2) International Residential Code, 2012 Edition
- (3) International Fire Code, 2012 Edition
- (4) International Plumbing Code, 2012 Edition
- (5) International Mechanical Code, 2012 Edition
- (6) International Fuel Gas Code, 2012 Edition
- (7) National Electrical Code, 2014 Edition
- (8) International Energy Conservation Code, 2009 Edition
- (9) International Swimming Pool and Spa code, 2012 Edition
- (10) International Property Maintenance Code, 2012 Edition
- (11) NFPA 101 Life Safety Code, 2012 Edition

AND THEREFORE, Chapter 5, Article 1, Section 5-3 International property maintenance code 2003 is hereby removed in its entirety as no longer necessary as a separate section.

This ordinance and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect this 14th day of December, 2015.

BY: _____
Kenneth E. Smith, Sr. Mayor

ATTEST: _____
Linda O'Shaughnessy, City Clerk

(City Seal)

RESOLUTION #2015-14

A RESOLUTION TO AGREE TO ANNEXATION OF WILLIAMS 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, the Daniel Williams, Jr is experiencing septic field problems on Martin Luther King Jr Boulevard otherwise described as map and parcel 082C03 002 consisting of approximately 1acre with a single-family residential home; and

WHEREAS, Daniel Williams, Jr has public water and desires to have sewer for his residence; and

WHEREAS, Camden County is not able at this time to provide public sewage treatment and disposal in that area of the county; and

WHEREAS, the City of Kingsland has a sewer line running in front of Daniel Williams, Jr property; and

WHEREAS, the Daniel Williams, Jr Tract is separated from the current city limits of the City of Kingsland by less than 1500 feet; and

WHEREAS, the Official Code of Georgia Annotated provides for the annexation of such islands in Section 36-36-20(b) by agreement between the municipal corporation and the governing body of the county;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND that the City is in agreement with Camden County for the City of Kingsland to annex the property of Daniel Williams, Jr into the City of Kingsland and provide sewer services so that so that existing septic difficulties can be resolved.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are authorized and directed to enter into an agreement with the Board of Commissioners of Camden County on behalf of the City pursuant to the code section mentioned above, agreeing to such annexation.

BE IT FURTHER RESOLVED that any and all resolutions in conflict with this resolution are hereby repealed.

Adopted and approved this 14th day of December, 2015.

CITY OF KINGSLAND, GEORGIA

ATTEST:

Linda O'Shaughnessy, City Clerk

[SEAL]

Kenneth E. Smith, Sr., Mayor

Rick Winters, Councilman

Grayson Day, Councilman

Jim McClain, Councilman

James Ham, Councilman

**A RESOLUTION TO AMEND THE FISCAL YEAR 2014/15
BUDGET RESOLUTION FOR THE CITY OF KINGSLAND**

Resolution # 2015-12

BE IT ORDAINED by the Mayor and Council of the City of Kingsland, Georgia in regular session lawfully assembled for City purposes:

Account Name	Budget Account	Adopted Budget	Revenue Increases (Decreases)	Expense Increases (Decreases)	Proposed
That it is necessary to amend the budget in the General Fund (100) for an increase/(decrease) in revenues.					
Transfer In Hotel/Motel Tax	100-00-0000-391190	\$292,500	\$39,000		\$331,500
Capital Leases	100-00-0000-393600	\$199,648	(\$29,647)		\$170,001
			<u>\$9,353</u>	<u>\$0</u>	

That it is necessary to amend the budget in the General Fund (100) to account for an increase in Administration Department expenditures.

That the above transaction can be fulfilled by changing the following budget accounts:

Contributions to Other Agencies	100-45-1500-571001	\$56,100		(\$11,525)	\$44,575
Transfer Out to Capital Projects	100-45-1500-611401	\$0		\$134,193	\$134,193
			<u>\$0</u>	<u>\$122,668</u>	

That it is necessary to amend the budget in the General Fund (100) to account for a decrease in Police Department expenditures.

That the above transaction can be fulfilled by changing the following budget accounts:

Regular Employees	100-50-3210-511100	\$1,528,594		(\$61,000)	\$1,467,594
FICA	100-50-3210-512200	\$119,587		(\$4,668)	\$114,919
Vehicles	100-50-3210-542200	\$199,648		(\$29,647)	\$170,001
Transfer out to Grant	100-50-3210-611200	\$22,724		(\$18,000)	\$4,724
			<u>\$0</u>	<u>(\$113,315)</u>	

That it is necessary to amend the budget in the General Fund (100) to account for transfers within Public Works Department expenditures.

That the above transaction can be fulfilled by changing the following budget accounts:

Gasoline	100-60-4100-531270	\$90,000		(\$37,000)	\$53,000
Small Equipment	100-60-4100-531600	\$3,000		(\$130)	\$2,870
Equip & Mach	100-60-4100-542101	\$0		\$6,700	\$6,700
Vehicles	100-60-4100-542200	\$0		\$15,500	\$15,500
Equipment	100-60-4100-542500	\$0		\$14,800	\$14,800
Transfer out to Grant	100-60-4100-611200	\$0		\$130	\$130
			<u>\$0</u>	<u>\$0</u>	

That it is necessary to amend the budget in the Confiscated Assets Fund (210) to account for funds received and expended.

That the above transaction can be fulfilled by changing the following budget accounts:

Forfeiture Expense-CISCO	210-00-0000-531524	\$0		\$35,000	\$35,000
Machinery/Equipment	210-00-0000-542100	\$100,000		(\$100,000)	\$0
Machinery/Equipment	210-00-0000-542110	\$0		\$65,000	\$65,000
			<u>\$0</u>	<u>\$0</u>	

That it is necessary to amend the budget in the EPA Grant Fund (220) to account for timing difference in funds to be received.

That the above transaction can be fulfilled by changing the following budget accounts:

Indirect Fed Grant	220-00-0000-331150	\$485,000	(\$485,000)		\$0
Local Match	220-00-0000-336011	\$453,950	(\$453,950)		\$0
Transfer to SPLOST	220-00-0000-611400	\$938,950		(\$938,950)	\$0
			<u>(\$938,950)</u>	<u>(\$938,950)</u>	

Attachment: Resolution 2015-12 FY 2014-15 Year End Budget Adjustments (1509 : Approval of Resolution #2015- 12 :FY 2014-15 Year End

Account Name	Budget Account	Adopted Budget	Revenue Increases (Decreases)	Expense Increases (Decreases)	Proposed
That it is necessary to amend the budget in the Multiple Grant Fund (250) to account for grants received or not received.					
That the above transaction can be fulfilled by changing the following budget accounts:					
DOJ Body Worn Cameras	250-00-0000-331122	\$18,000	(\$18,000)		\$0
Transfers In from GF	250-00-0000-391110	\$28,854	(\$18,000)		\$10,854
DOJ Body Worn Cameras	250-00-0000-531623	\$36,000		(\$36,000)	\$0
			(\$36,000)	(\$36,000)	
That it is necessary to amend the budget in the Georgia Gateway CID Fund (270) to account for changes in loan proceeds.					
That the above transaction can be fulfilled by changing the following budget accounts:					
Loan Proceeds	270-00-0000-393700	\$14,900,000	(\$14,900,000)		\$0
Infrastructure	270-43-0000-541400	\$14,900,000		(\$14,900,000)	\$0
			(\$14,900,000)	(\$14,900,000)	
That it is necessary to amend the budget in the Convention & Visitors Bureau Fund (275) to account for an increase in Hotel/Motel revenue received.					
That the above transaction can be fulfilled by changing the following budget accounts:					
Transfer In Hotel/Motel Tax	275-00-0000-391190	\$330,000	\$44,000		\$374,000
			\$44,000	\$0	
That it is necessary to amend the budget in the Hotel/Motel Tax Fund (276) to account for an increase in Hotel Tax revenues received.					
That the above transaction can be fulfilled by changing the following budget accounts:					
Hotel/Motel Tax Revenue	276-00-0000-314100	\$750,000	\$100,000		\$850,000
Transfer Out to General Fund	276-00-0000-611100	\$278,850		\$39,000	\$317,850
Transfer Out to CVB	276-00-0000-611275	\$314,600		\$44,000	\$358,600
Transfer Out to Revenue Bond	276-00-0000-611500	\$121,550		\$17,000	\$138,550
			\$100,000	\$100,000	
That it is necessary to amend the budget in the Debt Service Revenue Bond Fund (420) to account for changes in revenues received and expenditures related to bond refinancing.					
That the above transaction can be fulfilled by changing the following budget accounts:					
Transfer in Hotel/Motel Tax	420-00-0000-391190	\$127,500	\$17,000		\$144,500
			\$17,000	\$0	
That it is necessary to amend the budget in the SPLOST VII Fund (321) to account for revenues received and changes in transfers.					
That the above transaction can be fulfilled by changing the following budget accounts:					
SPLOST VII	321-00-0000-337100	\$1,518,753	\$300,000		\$1,818,753
Transfers In from Grant	321-00-0000-391126	\$938,950	(\$938,950)		\$0
Transfers Out to W/S	321-00-0000-611505	\$485,000		(\$485,000)	\$0
Infrastructure-Road	321-00-0000-541400	\$289,000		\$300,000	\$589,000
Machinery & Equipment	321-00-0000-542500	\$294,621		\$133,000	\$427,621
Transfers Out to W/S	321-43-4400-611505	\$1,920,000		(\$453,950)	\$1,466,050
Transfers Out to Solid Waste	321-43-4400-611540	\$133,000		(\$133,000)	\$0
			(\$638,950)	(\$638,950)	
That it is necessary to amend the budget in the Capital Projects Fund (350) to account for a transfer of funds from General Fund.					
That the above transaction can be fulfilled by changing the following budget accounts:					
Transfers In from General Fund	350-00-0000-391110	\$0	\$134,193		\$134,193
			\$134,193	\$0	

Account Name	Budget Account	Adopted Budget	Revenue Increases (Decreases)	Expense Increases (Decreases)	Proposed
That it is necessary to amend the budget in the Water/Sewer Fund (505) to adjust transfer of funds from SPLOST Funding.					
That the above transaction can be fulfilled by changing the following budget accounts:					
Transfer In from SPLOST	505-00-0000-391320	\$3,525,006	(\$938,950)		\$2,586,056
Infrastructure	505-90-4410-541400	\$3,375,006		(\$938,950)	\$2,436,056
			<u>(\$938,950)</u>	<u>(\$938,950)</u>	

That it is necessary to amend the budget in the Solid Waste Fund (540) to adjust transfer of funds from SPLOST Funding.

That the above transaction can be fulfilled by changing the following budget accounts:

Transfer In from SPLOST	540-00-0000-391320	\$133,000	(\$133,000)		\$0
Infrastructure	540-85-4510-542100	\$133,000		(\$133,000)	\$0
			<u>(\$133,000)</u>	<u>(\$133,000)</u>	

THEREFORE, BE IT RESOLVED, that the City of Kingsland does hereby ordain, resolve, and enact the foregoing budget amendments for the City of Kingsland, Georgia.

Adopted this 14th day of December 2015.

CITY OF KINGSLAND, GEORGIA

Kenneth E. Smith, Sr., Mayor

Attest: _____
Linda O'Shaughnessy, City Clerk

RESOLUTION #2015-13
RESOLUTION TO AUTHORIZE FY 2016
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SUBMISSION

A RESOLUTION by the Council Members of the City of Kingsland, Georgia, to authorize submission of a FY 2016 Community Development Block Grant (CDBG) application to the Georgia Department of Community Affairs (DCA) for funding under Title I of the Housing and Community Development Act of 1974, as amended.

WHEREAS, the Council Members of the City of Kingsland, Georgia, find that the program is necessary and desirable in order to improve the living conditions of low and moderate income persons living in the City of Kingsland, Georgia; and

WHEREAS, the Council Members of the City of Kingsland, Georgia, desire that a FY 2016 CDBG application be submitted to the Georgia DCA for funding under Title I of the Housing and Community Development Act of 1974, as amended;

NOW, THEREFORE, be it resolved by the Council Members of the City of Kingsland, Georgia, that:

The Council Members of the City of Kingsland, or his/her successor, are hereby authorized to submit to the Georgia Department of Community Affairs a FY 2016 Community Development Block Grant application and such supporting and collateral material as shall be necessary.

READ, APPROVED AND ADOPTED by the Council Members of the City of Kingsland, Georgia on a motion made by _____, seconded by _____, and adopted on this 14th day of December, 2015.

ATTEST:

Charles Grayson Day Jr, Councilman

Clerk, City of Kingsland, Georgia

James Ham, Councilman

Seal:

Jim McClain, Councilman

Richard Winters, Councilman

TRANSPORTATION ENHANCEMENT MEMORANDUM OF UNDERSTANDING

BETWEEN

The City of Kingsland, hereinafter called the "SPONSOR", and the Georgia Department of Transportation, hereinafter called the "DEPARTMENT",

RELATIVE TO

The SPONSOR assuming responsibility for tasks associated with Preliminary Engineering for project number 0010579, hereinafter called the "PROJECT".

WHEREAS the DEPARTMENT and the SPONSOR signed a Memorandum of Understanding on January 6, 2012, and established a ready to bid date of July 6, 2014, and the project is currently not ready to bid; and

WHEREAS the DEPARTMENT remains committed to providing the Federal-Aid funds provided the project is completed in a timely manner, The DEPARTMENT and SPONSOR are executing this MEMORANDUM OF UNDERSTANDING to validate the continued interest of both parties in executing project number 0010579; and

WHEREAS the PROJECT is a Transportation Enhancement (TE) approved for Federal-Aid funds with a required local match of at least 20% of the PROJECT's Total Cost; and

I. IT IS THE INTENTION OF THE PARTIES:

That the SPONSOR fund 100% of the Preliminary Engineering for the PROJECT; and that the DEPARTMENT may apply said expenditure toward the SPONSOR'S local match of the PROJECT'S Total Cost, subject to the DEPARTMENT and the Federal Highway Administration's approval.

II. IT IS AGREED:

- A. That the SPONSOR certifies that local funds have been budgeted to undertake Preliminary Engineering for the PROJECT; and that an accounting system has been established to track project-specific Preliminary Engineering expenditures.
- B. That prior to construction of the PROJECT, the SPONSOR will certify, to the DEPARTMENT, the amount of eligible expended funds allowable toward the PROJECT'S Total Local Match.
- C. That if the PROJECT includes structures such as bridges or retaining walls, the SPONSOR will be required to use consultants pre-qualified with the DEPARTMENT.

III. IT IS AGREED:

Attachment: TE Project - Revised MOU (1511 : Transportation Enhancement - Revised MOU)

- A. That construction funding will be dependent upon the SPONSOR receiving historical/environmental clearances through the DEPARTMENT; certifying existing or acquired Right-of-Way to the DEPARTMENT; producing a complete set of biddable construction plans meeting appropriate safety, access, and design standards; and preparing and forwarding construction bid procedures and documents for the DEPARTMENT'S review.
- B. That nothing contained herein shall obligate the DEPARTMENT to proceed with subsequent stages of the PROJECT.
- C. That the SPONSOR'S expenditure prior to execution of an Agreement with the DEPARTMENT for construction of the PROJECT shall be at the sole cost and risk to the SPONSOR. Should the SPONSOR or the DEPARTMENT determine that for any reason the PROJECT is unable to enter subsequent stages, the DEPARTMENT is not responsible for reimbursement of local funds expended on the PROJECT.

IV. The SPONSOR shall be responsible for all costs for the continual maintenance and the continual operations of the project, including any and all sidewalks and the grass strip between the curb and gutter and the sidewalk, within the PROJECT limits.

V. The SPONSOR shall Certify that they have read and understands the regulations for "CERTIFICATION OF COMPLIANCES WITH FEDERAL PROCUREMENT REQUIREMENTS, STATE AUDIT REQUIREMENTS, AND FEDERAL AUDIT REQUIREMENTS" as stated in attachment A of this AGREEMENT and will comply in full with said provisions.

VI. The SPONSOR shall accomplish all of the design activities for the PROJECT. The design activities shall be accomplished in accordance with the DEPARTMENT's Plan Development Process, the applicable guidelines of the American Association of State Highway and Transportation Officials, hereinafter referred to as "AASHTO", the DEPARTMENT's Standard Specifications Construction of Transportation Systems, 2013 Edition, the DEPARTMENT's Plan Presentation Guide, PROJECT schedules, and applicable guidelines of the DEPARTMENT. The SPONSOR's responsibility for design shall include, but is not limited to the following items:

- a. Prepare environmental studies, documentation, and reports for the PROJECT that show the PROJECT is in compliance with the provisions of the National Environmental Protection Act and Georgia Environmental Protection Act, as appropriate to the PROJECT funding. This shall include any and all archaeological, historical, ecological, air, noise, underground storage tanks (UST), and hazardous waste site studies required. The SPONSOR shall submit to the DEPARTMENT all environmental documents and reports for review and approval by the DEPARTMENT and the FHWA.

- b. Perform all work required to obtain project permits, including, but not limited to, US Army Corps of Engineers 404 and Federal Emergency Management Agency (FEMA) approvals. These efforts shall be coordinated with the DEPARTMENT.

- c. Prepare the PROJECT's drainage design including erosion control plans and the development of the hydraulic studies for the Federal Emergency Management Agency Floodways and acquisition of all necessary permits associated with the drainage design.

- d. Provide certification, by a Georgia Registered Professional Engineer, that the construction plans have been prepared under the guidance of the professional engineer and are in accordance with AASHTO and DEPARTMENT guidelines.

e. Failure of the SPONSOR to follow the DEPARTMENT's Plan Development Process will jeopardize the use of Federal funds in some or all of the categories outlined in this AGREEMENT, and it shall be the responsibility of the SPONSOR to make up the loss of that funding.

VII. All Primary Consultant firms hired by the SPONSOR to provide services on the PROJECT shall be prequalified with the DEPARTMENT in the appropriate area-classes.

VIII. The PROJECT construction and right of way plans shall be prepared in English units.

IX. The SPONSOR shall be responsible to perform all work required to obtain all applicable PROJECT permits, including, but not limited to, Cemetery, Tennessee Valley Authority (TVA) and US Army Corps of Engineers permits, Stream Buffer Variances and Federal Emergency Management Agency (FEMA) approvals. The SPONSOR shall provide all mitigation required for the project, including but not limited to permit related mitigation. All mitigation costs are considered PE costs. PROJECT permits and non-construction related mitigation must be obtained and completed 3 months prior to the scheduled let date. These efforts shall be coordinated with the DEPARTMENT.

X. The DEPARTMENT shall review and has approval authority for all aspects of the PROJECT. The DEPARTMENT will work with the FHWA to obtain all needed approvals with information furnished by the SPONSOR.

XI. The SPONSOR shall be responsible for the design of all structure(s) and preparation of any required hydraulic and hydrological studies within the limits of this PROJECT in accordance with the DEPARTMENT's policies and guidelines. The SPONSOR shall perform all necessary survey efforts in order to complete the design of the structure (s) and prepare any required hydraulic and hydrological studies. The final structure plans shall be incorporated into this PROJECT as a part of this AGREEMENT.

XII. The SPONSOR shall follow the DEPARTMENT's procedures for identification of existing and proposed utility facilities on the PROJECT. These procedures, in part, require all requests for existing, proposed, or relocated facilities to flow through the DEPARTMENT's Project Liaison and the District Utilities Engineer.

XIII. The SPONSOR shall address all railroad concerns, comments, and requirements to the satisfaction of the DEPARTMENT.

XIV. Upon the SPONSOR's determination of the rights of way required for the PROJECT and the approval of the right of way plans by the DEPARTMENT, the necessary rights of way for the PROJECT shall be acquired by the SPONSOR. Right of Way acquisition shall be in accordance with the law and the rules and regulations of the FHWA including, but not limited to, Title 23, United States Code; 23 CFR 710, et. seq., and 49 CFR Part 24, and the rules and regulations of the DEPARTMENT. Failure of the SPONSOR to follow these requirements may result in the loss of Federal funding for the PROJECT and it will be the responsibility of the SPONSOR to make up the loss of that funding. All required right of way shall be obtained and cleared of obstructions, including underground storage tanks, prior to advertising the PROJECT

for bids. The SPONSOR shall further be responsible for making all changes to the approved right of way plans, as deemed necessary by the DEPARTMENT, for whatever reason, as needed to purchase the right of way or to match actual conditions encountered. The SPONSOR shall be responsible for certifying the Right of Way. The SPONSOR

XV. Upon completion and approval of the PROJECT plans and bid documents, the Department will authorize the SPONSOR to advertise the project for bids. The SPONSOR shall be solely responsible for advertising and awarding the construction contract (subject to the Department's recommendation) for the PROJECT.

XVI. The SPONSOR shall review and make recommendations concerning all shop drawings prior to submission to the DEPARTMENT. The DEPARTMENT shall have final authority concerning all shop drawings.

XVII. The SPONSOR shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, and other services furnished by or on behalf of the SPONSOR pursuant to this AGREEMENT. The SPONSOR shall correct or revise, or cause to be corrected or revised, any errors or deficiencies in the designs, drawings, specifications, and other services furnished for this PROJECT. Failure by the SPONSOR to address the errors or deficiencies within 30 days shall cause the SPONSOR to assume all responsibility for construction delays caused by the errors and deficiencies. All revisions shall be coordinated with the DEPARTMENT prior to issuance. The SPONSOR shall also be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, and other services furnished by or on behalf of the SPONSOR pursuant to this AGREEMENT.

XVIII. IT IS FURTHER AGREED that the SPONSOR shall be responsible for repayment of any expended federal funds if the PROJECT does not proceed forward to completion due to a lack of available funding in future PROJECT phases, changes in local priorities or cancellation of the PROJECT by the SPONSOR without concurrence by the DEPARTMENT, or if the SPONSOR is not compliant with Federal laws and regulations

XIX. Both the SPONSOR and the DEPARTMENT hereby acknowledge that time is of the essence. The Sponsor shall have the project ready to bid no later than June 30, 2019.

XX. This AGREEMENT is made and entered into in FULTON COUNTY, Georgia, and shall be governed and construed under the laws of the State of Georgia. 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.

IN WITNESS WHEREOF, the DEPARTMENT and the SPONSOR have caused these presents to be executed under seal by their duly authorized representatives. The parties hereto have executed this Memorandum of Understanding, this _____ day of _____, 201__.

DEPARTMENT OF TRANSPORTATION

Title

Commissioner_____
Witness

Signed, Sealed & Delivered

ATTEST:

This__ Day of _____, 20__.

Treasurer_____
Notary Public

I attest that the Corporate Seal attached to this Document is in fact the seal of the Corporation and that the Officer of this Corporation executing this Document does in fact occupy the official position indicated and is duly authorized to execute such document on behalf of this Corporation.

ATTEST:

Federal Employer Tax No.**SPONSOR**

Attachment: TE Project - Revised MOU (1511 : Transportation Enhancement - Revised MOU)

ATTACHMENT A

CERTIFICATION OF COMPLIANCES

I hereby certify that I am a principle and duly authorized representative of _____
whose address is _____ and it is also certified that:

I. PROCUREMENT REQUIREMENTS

The below listed provisions of Federal Procurement requirements shall be complied with throughout the contract period:

- (a) 49 CFR Part 18 Section 36
Uniform Administrative Requirements for Grants and Cooperative
Agreements to State and Local Governments – Procurement

- (b) 23 CFR 635 Subpart A – Contract Procedures

II. STATE AUDIT REQUIREMENT

The provisions of Section 36-81-7 of the Official Code of Georgia Annotated, relating to the “Requirement of Audits” shall be complied with throughout the contract period in full such that:

- (a) Each unit of local government having a population in excess of 1,500 persons or expenditures of \$ 300,000.00 or more shall provide for and cause to be made an annual audit of the financial affairs and transactions of all funds and activities of the local government for each fiscal year of the local government.
- (b) The governing authority of each local unit of government not included above shall provide for and cause to be made the audit required not less often than once every two fiscal years.
- (c) The governing authority of each local unit of government having expenditures of less than \$ 300,000.00 in that government’s most recently ended fiscal year may elect to provide for and cause to be made, in lieu of the biennial audit, an annual report of agreed upon procedures for that fiscal year.
- (d) A copy of the report and any comments made by the state auditor shall be maintained as a public record for public inspection during the regular working hours at the principal office of the local government. Those units of local government not having a principal office shall provide a notification to the public as to the location of and times during which the public may inspect the report.

- (e) The audits of each local government shall be conducted in accordance with generally accepted government auditing standards.

III. FEDERAL AUDIT REQUIREMENT

The provisions of OMB Circular A-133 issued pursuant to the Single Audit Act of 1984, P.L. 98-502, and the Single Audit Act Amendments of 1996, P.L. 104-156 shall be complied with throughout the contract period in full such that:

- (a) Non-Federal entities that expend \$ 300,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of OMB Circular A-133.
- (b) Non-Federal entities that expend less than \$ 300,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and General Accounting Office (GAO).
- (c) Except for the provisions for biennial audits provided in paragraphs (1) and (2) below, audits required shall be performed annually. Any biennial audit shall cover both years within the biennial period.
 - (1) A State or local government that is required by constitution or statute, in effect on January 1, 1987, to undergo its audits less frequently than annually, is permitted to undergo its audits biennially. This requirement must still be in effect for the biennial period under audit.
 - (2) Any non-profit organization that had biennial audits for all biennial periods ending between July 1, 1992, and January 1, 1995, is permitted to undergo its audits biennially.
- (d) The audit shall be conducted in accordance with Generally Accepted Government Auditing Standards.

Date

Signature

**2016 Alcohol Beverage Renewals
Retail/BEER & WINE**

**ABC Food Mart INC
100 Maycreek Drive**

**Aden's Minit Market
495 West King Street**

**CNR INC
1330 East Boone Avenue East**

**Exit 1 BP
2574 Scrubby Bluff Road**

**Flash Foods INC #141
1211 East King Avenue**

**Flash Foods #195
1877 Harrietts Bluff Road**

**Flash Foods #0787
490 South Lee Street**

**Flash Foods #100
790 East King Avenue**

**Flash Foods #188
1321 Highway 40-East**

**Gope Food Market INC DBA Kingsland Grocery
500 South Lee Street**

Friendly Express # 3717
1098 Cone Blvd

Friendly Express 99
1870 Harrietts Bluff Road

Green Cedar Food Store #9
1371 Highway 40-East

Kingsland Chevron
2600 Scrubby Bluff Road

Raceway #983
1155 East King Avenue

K-Mart #3991 Dept
1601 Highway 40-East

Nimi Enterprises INC
1315 Highway 40-East

Publix Super Market #455
1601 Highway 40-East

Georgia CVS Pharmacy LLC
1402 Boone Street

Riddhi Siddhimaa LLC Laurel Food Mart
775 Laurel Island Parkway

Shri Krishna Associates INC
1355 East King Avenue

Sainath Trading INC
1409-A Harriett Bluff Road

SP Food Mart #3
301 North Lee Street

*Shree Laxmi INC DBA Choose
113 Scrubby Bluff Road*

*TA Operating LLC Petro Stopping Center
1105 East King Avenue*

*Walgreen #10856
2060 Highway 40-East*

*Winn Dixie Stores INC #166
1351 East Boone Avenue*

*Jaiveer LLC DBA Tobacco & Mart
800 East King Avenue
Kingsland, Georgia 31548*

*Gtrac Xpress INC
5289 Laurel Island Parkway
Kingsland, Georgia 31548*

**2016 Alcohol Beverage Renewals
BEER/WINE LIQUOR BY DRINK**

**Doherty Georgia Kingsland LLC dba Applebee's
113 Lakes Blvd.**

**Robert Gary Jr dba Whisper's Sport Bar & Grill
505 Lee Street**

**Camden Co. Elk Lodge #2820
580 East King Avenue**

**Kingsbay Moose Lodge #2418
610 South Lee Street**

**Outerbanks Seafood & Steak
140 Lakes Blvd Suite H**

**Ruby Tuesday #4509
100 Crown Pointe Parkway**

**Longhorn Steakhouse #5391
121 Crown Pointe Parkway**

**Kingsland Millhouse LLC
1215 King Avenue East**

**Veterans Of Foreign War (VFW)
150 North Camden Wood Parkway**

**Traditions Golf Management LLC DBA Laurel Island Link
233 Marsh Harbour Parkway**

**Loom's Bar-B-Q "Sonny's
1380 East Boone Avenue**

***Terkin Enterprises LLC D/B/A
OPS Pizza Kitchen And Café
1378 Boone Street***

***2016 Alcohol Beverage Renewals
BEER/WINE BY DRINK***

***Raidas Asian Café dba Dymasty
1891 Hwy 40- East Suite 1110***

***Ship To Shore Seafood
1947 Commerce Drive***

***Tulsi Management INC Hawthorn Suites
1323 East King Avenue***

***Angelo's Of Kingsland INC
1371-A Hwy 40-East***

***My Two Sons INC DBA Willie Jewells Old School BBQ
1621-G Highway 40-East***

***Rainers Creations LLC dba Salt Pepper Thyme
105 North Lee Street***

***Red Moose
112 North Gross Road Suite A***

***2016 Alcohol Beverage Renewal
Beer By Drink***

***Cumberland Pizza N Games
1301 East King Avenue***

***Camden Hospitality Services INC (Complementary Beer/ Wine)
1375 Hospitality Avenue***

Rehires

Former employees who apply to be rehired may be considered for employment as members of the general public. However, consideration will be given to past job performance, the circumstances surrounding termination, and the former employee's knowledge of the City's procedures and functions.

Before considering requests for rehire, the City Manager will require the Department Head to state a willingness to rehire and that the City would benefit by re-employment. Such rehires will be approved only where, in the City Manager's opinion, it appears to be for the good of the City service. In making its decision, the City Manager additionally may take into consideration such matters as length of prior service, skills and qualifications, and the current pool of qualified applicants for the position in question.

All persons seeking restoration shall, prior to appointment, be approved medically by a City physician if they are not currently employed by the City.

Employment of Person with Criminal Records.

- A. In the employment of persons with criminal records, the City has a dual obligation. The citizens whom it represents have a right to expect that City employees are persons of good character and repute. On the other hand, there is an obligation to recognize that conviction of a crime represents undesirable behavior but does not necessarily continue to be characteristic of the offender, particularly after the passage of time and events.
- B. It is the policy of the City to employ rehabilitated offenders for jobs that would not be in conflict with their conviction records.
- C. An applicant's record will be evaluated on the basis of the following factors:
 - (1) Whether any law proscribes employment in the affected class or position;
 - (2) The nature and seriousness of the conviction(s), and the circumstances under which the conviction(s) occurred;
 - (3) The age of the person at the time of conviction(s) and the recency of the conviction(s);
 - (4) The number of convictions;
 - (5) The relationship of the conviction(s) to the affected class or position;
 - (6) Evidence of rehabilitation and maturing, including particularly the employment record with respect to job responsibility and duration;
 - (7) Truthfulness in admitting the previous record;
 - (8) Any other factor relevant to the individual's suitability for employment.

City of Kingsland
 Bid Tabulation
 RFP #COK-12215
 2014, 2015 or 2016 New Police Pursuit Sedans V6 or V8 Engine
 With and Without Equipment per Specifications
 12/02/2015

Vendor Name	Location	Year	Vehicle Only						Vehicle with Equipment / Equipment Only					
			Charger V-6	Charger V-8	Caprice V-6	Caprice V-8	Ford V-6	Ford V-6 Eco Boost	Charger V-6	Charger V-8	Caprice V-6	Caprice V-8	Ford V-6	Ford V-6 Eco Boost
1 Paul Clark Ford	Yulee, FL						\$23,059.50							
2 Walker-Jones	Waycross, GA	2015		\$24,946.00						\$37,506.00				
										\$12,560.00				
3 Emergency Equip Specialist	Bethlem, GA	2016	\$24,999.00	\$25,417.00	\$28,041.00	\$28,041.00	\$23,077.00	\$26,528.00	\$38,122.85	\$38,540.85	\$41,186.85	\$41,186.85	\$36,245.85	\$39,690.00
									\$13,123.85	\$13,123.85	\$13,145.85	\$13,145.85	\$13,168.85	\$13,168.85
4 Dan Vaden Chevrolet	Savannah, GA	2016			\$27,262.70	\$27,262.70					\$39,905.00	\$39,905.00		
											\$12,642.30	\$12,642.30		
		2016	\$24,972.00	\$25,390.00					\$34,683.07	\$35,101.00				
									\$9,711.07	\$9,711.00				
5 Ginn Chrysler/Dodge/Jeep	Covington, GA	2015			\$28,014.00	\$28,014.00					\$37,620.17	\$37,620.47		
											\$9,606.17	\$9,606.47		
6 Akin Ford LLC	Winder, GA	2016	\$21,948.00	\$23,366.00					\$35,461.76	\$36,879.76				
									\$13,513.76	\$13,513.76				
7 Wade Ford	Smyrna, GA	2016					\$22,527.00	\$25,111.00					\$36,457.00	\$39,040.00
													\$13,930.00	\$13,930.00
8 Butler Chrysler Dodge Jeep	Beaufort, SC	2016	\$22,913.00	\$23,631.00					\$35,514.00	\$36,232.00				
									\$12,601.00	\$12,601.00				
9 Brannen Motor Company	Unadilla, GA	2015					\$23,940.00						\$39,925.00	
													\$15,985.00	
10 Allen Vigil Ford	Morrow, GA	2016					\$22,827.00						\$36,069.79	
													\$13,242.79	

*Staff Recommends Dodge Charger V-8. Lowest bid on this type of vehicle is from Akin Ford, LLC. Staff recommends purchasing equipment under a new RFP separately.