



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • AUGUST 22, 2016

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-FY 2016-2017 Budget -

II. CALL TO ORDER AND WELCOME GUESTS

III. INVOCATION AND PLEDGE TO THE FLAG

1. Reverend Al Crumpton, Rector, King of Peace Episcopal Church -

IV. ROLL CALL

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

Mayor
Mayor Pro Tem
City Councilman
City Councilman
City Councilman

V. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
 1. City Council - Regular Meeting - Aug 8, 2016 6:00 PM -
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

VI. RECOGNITION

1. Kingsland Depot Beautification Project -

Recognition of Eagle Troop 208 for completion of a beautification project at the Kingsland Depot.

VII. GRANTING AUDIENCE TO THE PUBLIC**VIII. OLD BUSINESS****IX. NEW BUSINESS**

1. Approval Of: Resolution #2016-16 Resolution of the City of Kingsland, Georgia in Support of Camden County Salvation Army's Mobile Canteen -

Staff recommends approval

2. 1706 : Approval Of: 2017 Services Contract Between the City of Kingsland and Camden Community Crisis Center -

Staff recommends approval

3. Approval Of: FY 2016-17 Public Service Authority MOU -

To approve Camden County Public Service Authority MOU requesting additional funding of \$18,627 increasing current amount from \$289,095 to \$307,722 annually. Staff recommends approval

4. Approval Of: School Resource Officer FY 2016-17 Agreement and MOU -

To Approve the FY 2016-17 SRO Contracted Services Agreement and MOU, not to exceed \$123,025 for (3) School Resource Officers. Staff recommends approval

5. Approval Of: MOU for Living Well Employee Health Clinic -

Staff recommends approval

6. Approval of - Amendment to Kingsland Zoning and Land Development Ordinance -

Staff recommends approval

X. MAYOR AND COUNCIL ANNOUNCEMENT**XI. ADJOURNED**

City of Kingsland
Proposed FY 2016-17 Budget
Option A

1.1.a

	Department	FY 16-17 Requested Budget	FY 16-17 Recomm'd Budget	\$ Increase/ Decrease from Requested Budget	Current Year FY 15-16 Budget	Variance from FY 15-16 budget to FY 16-17 Recom'd		Summary of Changes From FY15-16 Budget to FY16-17 Budget
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General Fund	General Fund Revenues	\$9,876,921	\$9,843,921	-\$33,000	\$9,722,423	1.25%	\$121,498	General Fund, CVB, Water/Sewer, and Solid Waste include: 1%-3% merit raises based on longevity & performance (except police currently under a 5 year salary plan). Approved merit increases will be given on employee anniversary dates coincide with annual evaluations. Retirement funding decreased by 13%. Health insurance increased by 12% (employer & employee). Contingency of \$333,524; based on 7.5 mills. Property tax digest shows a slight net increase of 2% in values. Recommended budget reflects an overall 5.5% decrease in revenues related to the digest. This accounts for a 1/2 mill reduction for transferred services in economic development & animal control. Other increases are in insurance premium 2.7%, building permits 30%, and h/m tax 6%. Other decreases are in P&I taxes 43% and capital lease revenue 34%.
	Administration	\$1,076,138	\$1,094,765	\$18,627	\$1,006,286	8.79%	\$88,479	Increases in salaries (merit raises), health & liability insurance, city wide timeclock system \$18.5k, Mayor admin vehicle \$40k, PSA contract, and legal payments. Capital Outlay request: 1 admin vehicle for Mayor \$40k.
	Information Technology	\$240,495	\$217,995	-\$22,500	\$190,300	14.55%	\$27,695	New position request: full-time Computer Support Specialist \$27,040+benefits. Other increases in salaries (merit raises) and health insurance. Capital Outlay requested: Thinkguard offsite storage \$25,000-not recommended.
	Finance	\$285,637	\$285,637	\$0	\$296,712	-3.73%	-\$11,075	Increase in salaries (merit raises) offset by decreases in retirement purchase/contracted svcs, and supplies. Request for small equipment- desktop scanners, cameras @ WC, laminator.
	Municipal Court	\$538,990	\$538,990	\$0	\$468,453	15.06%	\$70,537	Increases in salaries (merit raises), communications, computers, and fine add fees (\$69,765) offset by decreases in retirement.
	Police	\$3,126,798	\$2,956,865	-\$169,933	\$2,707,742	9.20%	\$249,123	New position request: full-time admin asst @ \$26,250+benefits, 1 recommended. Request for 1 title change/promotion, \$5k. Increases in salaries (merit raises) for 2080 staff, 5 year plan for salary raises, health & liability insurance, computer maintenance (New World), court tech funds for small equipment. Decreases in retirement, vehicles, & grant funds. Capital Outlay request: 8 replacement computers, 4 recommended; 5 fully equipped patrol vehicles-2 recommended; 5 camera systems for vehicles-3 recommended.

Attachment: Option A-Council Summary 16-17 (1694 : Public Hearing-FY 2016-2017 Budget)

City of Kingsland
Proposed FY 2016-17 Budget
Option A

1.1.a

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General Fund	Fire	\$3,069,326	\$1,990,550	-\$1,078,776	\$2,238,037	-11.06%	-\$247,487	General Fund, CVB, Water/Sewer, and Solid Waste include: 1%-3% merit raises based on longevity & performance (except police currently under a 5 year salary plan). Approved merit increases will be given on employee anniversary dates coincide with annual evaluations. Retirement funding decreased by 13%. Health insurance increased by 12% (employer & employee).
	Public Works	\$1,640,617	\$1,628,617	-\$12,000	\$1,657,521	-1.74%	-\$28,904	New position request: full-time admin asst @ \$26,250+benefits, 1 recommended. Request for 2 title change/promotions, \$10k. Request additional raises above merit raises, \$117k, not recommended. Increases salaries (merit raises), health insurance, r&m, computer maintenance communications, auto parts, small equipment, uniforms, and capital outlay. Reduction in debt service from paying off fire house #5 loan in FY15/16. Capital Outlay request: 1 admin vehicle (\$40k)-not recommended, update kitchen (\$15k)-not recommended, update copper pipes (\$15k), refurbish tanker truck (\$38k), Ladder Truck (\$800k)-not recommended.
	P&Z	\$449,237	\$449,237	\$0	\$434,467	3.40%	\$14,770	Increases for salaries (merit raises), health insurance, abatements, W communications, landfill fees-condemnations. Capital Outlay request: 1 flat bed dump truck (\$50k) and 1 zero turn mower (\$10k).
	Economic Development	\$73,681	\$73,681	\$0	\$67,400	9.32%	\$6,281	Increase in salaries (merit raises) and health insurance offset by decreases retirement.
	Fleet Services	\$274,060	\$274,060	\$0	\$285,627	-4.05%	-\$11,567	Increases in salaries (merit raises) offset by decrease in retirement. Decrease lamp post banners. Requesting \$18k for Catfish Festival entertainment.
	GF Total Expenditures	\$10,774,979	\$9,510,397	-\$1,264,582	\$9,352,545	1.69%	\$157,852	Increase in salaries (merit raises) and health insurance offset by decreases retirement. Decrease admin position to part time and increase part time hourly for mechanic.

Attachment: Option A-Council Summary 16-17 (1694 : Public Hearing-FY 2016-2017 Budget)

City of Kingsland
Proposed FY 2016-17 Budget
Option A

1.1.a

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Water/Sewer Fund	Revenues for Water/Sewer Fund	\$7,654,900	\$7,654,900	\$0	\$7,572,450	1.09%	\$82,450	Contingency of \$768,589; based on current rate structure. Increase tap fees and capital recovery fees offset by a decrease from SPLOST transfers
	Administration	\$521,944	\$517,944	-\$4,000	\$522,653	-0.90%	-\$4,709	Increase in salaries (merit raises) and health insurance offset by decreases retirement. Capital Outlay request: 1 meter wand replacement \$4k- recommended.
	Information Technology	\$25,123	\$22,623	-\$2,500	\$20,400	10.90%	\$2,223	New position request: full-time Computer Support Specialist \$27,040+benefits. Other increases in salaries (merit raises) and health insurance. Capital Outlay requested: Thinkguard offsite storage \$25,000 (recommended).
	Finance	\$159,544	\$159,544	\$0	\$157,794	1.11%	\$1,750	Increase in salaries (merit raises) offset by decreases in retirement purch/contracted svcs, and supplies. Request for small equipment- di scanners, cameras @ WC, laminator.
	Fleet Services	\$88,862	\$88,862	\$0	\$93,367	-4.83%	-\$4,505	Increase in salaries (merit raises) and health insurance offset by decreases retirement. Decrease admin position to part time and increase part time ho for mechanic.
	Operations	\$6,109,339	\$6,097,338	-\$12,001	\$5,941,170	2.63%	\$156,168	Increases in salaries (merit raises) and health insurance offset by decrease retirement. Increase in professional services, communications (wan) offset decreases in r&m, and supplies. Capital Outlay request: one new vacc (\$275,000), refurbish ambulance to boom truck (\$10,000), SCADA upgrd (\$43k), & one ground penetrating radar (\$16,000). Request for push cam (\$12,000)-not recommended. Includes GEFA CW & DW projects funded SPLOST.
	Water/Sewer Fund Total Expenses	\$6,904,812	\$6,886,311	-\$18,501	\$6,735,384	2.24%	\$150,927	
Solid Waste	Solid Waste Revenues	\$1,147,015	\$1,147,015	\$0	\$1,247,020	-8.02%	-\$100,005	Contingency of \$97,570; based on current rate structure. Decrease capital lease proceeds.
	Expenses	\$1,049,445	\$1,049,445	\$0	\$1,152,045	-8.91%	-\$102,600	Increases in salaries (merit raises) and health insurance offset by decrease retirement. Increase in landfill disposal fee offset by decrease in suppli Capital Outlay request: one new garbage truck (\$250,000) with lease payme beginning at mid-year.

Attachment: Option A-Council Summary 16-17 (1694 : Public Hearing-FY 2016-2017 Budget)

City of Kingsland
Proposed FY 2016-17 Budget
Option A

1.1.a

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Other	Confiscated Assets Fund	\$40,025	\$40,025	\$0	\$55,075	-27.33%	-\$15,050	Based on estimated confiscated assets and remaining CISCO funds.
	EPA Grant Fund	\$0	\$0	\$0	\$938,950	100.00%	-\$938,950	Reduction in grant funds from prior year project: EPA-North Force M completed.
	Multiple Grant Fund	\$226,305	\$226,305	\$0	\$263,414	-14.09%	-\$37,109	Based on grant awards expected during the fiscal year. Includes LMIG 2015-16 \$193,345; Police vest \$13,760; and remaining funds for body worn camera \$19,200
	CVB Fund (Tourism)	\$488,700	\$488,700	\$0	\$563,288	-13.24%	-\$74,588	Revenues are based at 44% of estimated Hotel/motel tax revenues, merchandise sales. Decrease in cash carry forward from prior year. Increase in h/m tax revenues.
	Hotel/Motel Tax Fund	\$875,000	\$875,000	\$0	\$827,243	5.77%	\$47,757	Based on estimated hotel/motel tax revenues.
	Downtown Development Authority Fund	\$13,770	\$13,770	\$0	\$13,315	3.42%	\$455	Funded by DDA fundraising events. All expenses paid directly from the DDA checking account.
	Kingsland Development Authority	\$122,299	\$122,299	\$0	\$122,300	0.00%	-\$1	Special Revenue Fund used to account for the blended component unit whose purpose is to finance construction of City's public buildings.
	SPLOST Fund #7	\$2,204,345	\$2,204,345	\$0	\$4,360,450	100.00%	-\$2,156,105	Based on funds available for projects outlined in the SPLOST VII agreement includes reduction in both cash carry forward and transfer in from EPA grant.
	General Debt Service	\$278,188	\$278,188	\$0	\$569,361	-51.14%	-\$291,173	Based on current lease payments for governmental funds. Decrease related to fire house #5 loan paid off in FY15/16.
	Debt Service Revenue Bond	\$148,750	\$148,750	\$0	\$127,500	16.67%	\$21,250	17% of the hotel/motel tax is accounted here for the bond payment of the welcome center. Increase in h/m taxes collected.

Attachment: Option A-Council Summary 16-17 (1694 : Public Hearing-FY 2016-2017 Budget)

City of Kingsland
Proposed FY 2016-17 Budget
OPTION B

1.1.b

	Department	FY 16-17 Requested Budget	FY 16-17 Recomm'd Budget	\$ Increase/ Decrease from Requested Budget	Current Year FY 15-16 Budget	Variance from FY 15-16 budget to FY 16-17 Recom'd		Summary of Changes From FY15-16 Budget to FY16-17 Budget
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	Administration	\$1,076,138	\$1,036,265	-\$39,873	\$1,006,286	2.98%	\$29,979	Increases in salaries (merit raises), health & liability insurance, city wide timeclock system \$18.5k, Mayor admin vehicle \$40k, PSA contract, and legal payments. Capital Outlay request: 1 admin vehicle for Mayor \$40k. Option B: Transfer admin vehicle to police -\$40,000; remove timeclock system \$18,500
	Information Technology	\$240,495	\$187,995	-\$52,500	\$190,300	-1.21%	-\$2,305	New position request: full-time Computer Support Specialist \$27,040+benefits. Other increases in salaries (merit raises) and health insurance. Capital Outlay requested: Thinkguard offsite storage \$25,000-recommended. Option B: Remove New IT Position -\$30,000
	Finance	\$285,637	\$285,637	\$0	\$296,712	-3.73%	-\$11,075	Increase in salaries (merit raises) offset by decreases in retirement purchase/contracted svcs, and supplies. Request for small equipment- desktop scanners, cameras @ WC, laminator.
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City of Kingsland
Proposed FY 2016-17 Budget
OPTION B

1.1.b

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	P&Z	\$449,237	\$449,237	\$0	\$434,467	3.40%	\$14,770	Increases for salaries (merit raises), health insurance, abatements, W communications, landfill fees-condemnations. Capital Outlay request: 1 flat bed dump truck (\$50k) and 1 zero turn mower (\$10k).
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City of Kingsland
Proposed FY 2016-17 Budget
OPTION B

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	Expenses	\$1,049,445	\$1,049,445	\$0	\$1,152,045	-8.91%	-\$102,600	Increases in salaries (merit raises) and health insurance offset by decrease retirement. Increase in landfill disposal fee offset by decrease in supplies. Capital Outlay request: one new garbage truck (\$250,000) with lease payment beginning at mid-year.

Attachment: OPTION B-Council Summary 16-17 (1694 : Public Hearing-FY 2016-2017 Budget)

City of Kingsland
Proposed FY 2016-17 Budget
OPTION B

1.1.b

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	SPLOST Fund #7	\$2,204,345	\$2,204,345	\$0	\$4,360,450	100.00%	-\$2,156,105	Based on funds available for projects outlined in the SPLOST VII agreement includes reduction in both cash carry forward and transfer in from EPA grant.
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	Debt Service Revenue Bond	\$148,750	\$148,750	\$0	\$127,500	16.67%	\$21,250	17% of the hotel/motel tax is accounted here for the bond payment of the welcome center. Increase in h/m taxes collected.

Attachment: OPTION B-Council Summary 16-17 (1694 : Public Hearing-FY 2016-2017 Budget)

RESOLUTION #2016-16**RESOLUTION OF THE CITY OF KINGSLAND, GEORGIA IN SUPPORT OF CAMDEN COUNTY
SALVATION ARMY'S MOBILE CANTEEN**

WHEREAS, the Camden County Salvation Army intends to use their fully refurbished mobile canteen for disaster response and community food outreach programs; and

WHEREAS, the Salvation Army will be training volunteers to assist with the food programs; and

WHEREAS, the Salvation Army will conduct its first feeding of citizens in need at the Train Depot on Tuesday, August 30, 2016 from 11:30 AM to 2:30 PM; and

WHEREAS, the volunteers hope to feed over 200 people; and

NOW, THEREFORE, be it resolved that the governing body of the City of Kingsland, Georgia hereby endorse and support the efforts of the Salvation Army.

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

Attachment: RESOLUTION 1 of support salvation army (1703 : Approval Of: Resolution #2016-16)

STATE OF GEORGIA
CAMDEN COUNTY

CITY OF KINGSLAND
SERVICES CONTRACT

This Services Contract (this "Contract") made and entered into as of _____, 2016, by and between the **CITY OF KINGSLAND, acting by and through its Mayor and City Council (the "City")** and the **CAMDEN COMMUNITY CRISIS CENTER, INC.**, a non-profit corporation created pursuant to the laws of the State of Georgia (the "Center").

RECITALS

WHEREAS under the laws of the State of Georgia family violence between past or present spouses, persons who are parents of the same child, parent and children stepparents and stepchildren, for the parents and foster children, or other persons living or formerly living in the same household is a continuing problem;

WHEREAS the Police Department of the City of Kingsland is required to intervene in family violence situations to protect certain innocent person or persons from scenes of actual or potential violence;

WHEREAS as the Center provides a shelter for victims of family violence when the Police Department finds it necessary for the safety of the victim or potential victim to be removed from an unsafe environment.

WHEREAS the Center provides food, shelter, and clothing and other services for victims(s) of family violence;

WHEREAS the city desires to retain the services of the Center to provide a safe

shelter to residents of the City of Kingsland exposed to or a victim of family violence.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the premises and the mutual covenants, promises and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Recitals.

The recitals herein before set forth are true.

2. Terms of Contract.

This Contract shall be for an initial period of one (1) year commencing on _____, 2016 and terminating on _____, 2016, unless sooner terminated in accordance with the provisions of this Agreement, or as extended by written agreement of the parties.

2. Payment.

The City shall pay to the Center for its services to victims of family violence the sum of SEVEN THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$ 7,500.00), per year, which shall be payable on the ____ day of _____ of each year, until this Contract is terminated.

3. Events of Default; Remedies.

The following occurrences shall constitute Events of Default hereunder:

- (a) Center fails to provide the services required of Center _____ a period time, in family violence situations;
- (b) Fails to assist the City Police in family violence occurrences;
- (c) Dissolution of the existence of the Center;
- (d) Any legal or equitable action is commenced against Center which, if adversely

determined, could reasonably be expected to impair substantially the ability of the Center to perform each and every obligation under this Contract; and

(e) Upon the occurrence of any Event of Default, the City may declare this Contract null and void without prior notice to the Center. All unearned city Funds shall be returned to the City.

5. General Conditions.

(a) No Waiver. No Waiver or any provision of this Contract shall waive any other provision of this Contract or preclude the City from declaring a default if the Center is unable to satisfy any such provisions or perform hereunder.

Notices. All notices hereunder shall be in writing and shall be deemed to have been sufficiently given or served for all purposes when presented personally or sent by registered or certified mail to the other party hereto at the address set forth herein, with instruction to show to whom delivered and return receipt requested. Each party may notify the other by the same process of any change of such address. Loan requests and disbursements and other routine contract administration may be conducted by regular mail.

If to City:

CITY OF KINGSLAND
ATTN: City Manager
P.O. Box 250
KINGSLAND, GEORGIA 31548

With a Copy to (which shall not constitute notice):

CITY OF KINGSLAND CITY ATTORNEY
James R. Coppage
Attorney at Law
3176 Cypress Mill Rd.
Brunswick, GA 31525

If to Center:

CAMDEN COMMUNITY CRISIS CENTER, INC.
ATTN: Director
P.O Box 5159
St. Marys, GA 31558

7. Remedies Cumulative: The remedies provided for the City herein shall not be exclusive but shall be concurrent, in addition to and cumulative of any other remedies the City may have by law. The failure to seek or exercise any remedy shall not be deemed a waiver or foreclose any subsequent remedy.
8. Assignment. This Contract may not be assigned by the Center without the advance written consent of the City.
9. Continuity. This Contract shall be binding upon the legal representative, successors and assigns of each party and shall inure to their benefit; provided, however, that nothing herein said shall be deemed to limit any restriction on assignment imposed upon the Center.
10. Georgia Contract. This Contract shall be governed by and construed in accordance with the laws of the State of Georgia.
11. Counterparts. This Contract is executed in two counterparts, which are separately numbered, but each of which is deemed one and the same instrument as the other.
12. Time of Essence. Time is of the essence of this Contract.
13. Entire Agreement. This Contract contains the entire terms of this agreement and transaction. They may not be changed, waived or discharged in whole or in part, except by written instrument executed by the party sought to be charged therewith.

14. Severability. If any provision of this Contract, or any portion thereof, should be ruled void, invalid, unenforceable or contrary to public policy by any court of competent jurisdiction, any remaining provisions of this Contract shall survive and be applied, and together with the invalid or unenforceable portion shall be construed reformed to preserve as much of the original words, terms, purpose and intent as shall be permitted by law.

IN WITNESS WHEREOF, the **CAMDEN COMMUNITY CRISIS CENTER, INC AND THE CITY OF KINGSLAND** have caused these presents to be signed, sealed and delivered all as of the date hereof.

CAMDEN COMMUNITY CRISIS CENTER, INC.

By: Dayla Green

Attest: Christian B. Booker
Its Secretary

CITY OF KINGSLAND, GEORGIA

By: _____
Its Mayor

Attest: _____
Its Clerk

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CAMDEN COUNTY PUBLIC SERVICE AUTHORITY
AND THE CITY OF KINGSLAND
CONCERNING CONTRIBUTION INCREASE

This memorandum of Understanding (herein after the “MOU”) is made between the CAMDEN COUNTY PUBLIC SERVICE AUTHORITY (herein after the “PSA”) and the CITY OF KINGSLAND and entered into this the ____ day of _____, 2016 concerning the increase in the contribution from the City of Kingsland to PSA.

WHEREAS, PSA a local government entity representing Camden County and Cities of Woodbine, Kingsland and St. Marys, hereby receives contribution from these local government entities agreed upon by the Board.

WHEREAS, PSA urge the City of Kingsland to support the request of an increase in its annual contribution.

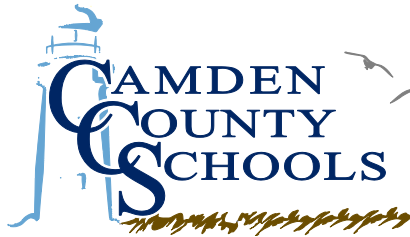
NOW, THEREFORE, BE IT RESOLVED, the City of Kingsland’s contribution amount has changed from \$289,095.00 to \$307,722.00. The monthly payment on that amount is \$25,643.50

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

Chairman
Camden County, PSA
Mayor Kenneth E. Smith

Vice-Chairman
Camden County, PSA
Commissioner Charles Clark

Kenneth E. Smith, Mayor
City of Kingsland, Ga.



311 South East Street
Kingsland, GA 31548

Telephone: (912) 729-5687
Fax: (912) 729-1489

Dr. William C. Hardin, Superintendent

Contracted Services Agreement

Name of Individual or Business
Address

City of Kingsland
P.O. Box 250 - 105 West William Ave
Kingsland, GA 31548

Social Security Number or
Tax Identification Number

58-6000601

Date(s) of Service:

July 1, 2016 – June 30, 2017

Type of Service Provided:

(3) School Resource Officers

Contracted Service Fee @ _____ X Not to Exceed = \$123,025.00

Other (Explain) _____ \$ _____

_____ \$ _____

Total \$123,025.00

CITY MANAGER'S SIGNATURE

Date

ADMINISTRATOR'S SIGNATURE

Date

SUPERINTENDENT'S SIGNATURE

Date

Accounting Code: 100-2600-9990-2600-000-20-21-0000-559500-00000 \$86,477.00
100-2600-9990-2600-000-31-21-0000-559500-00000 \$36,548.00

TRS Approval:

____ Not Applicable
____ Granted
____ Not Granted

Board Members:

Herbert Rowland, Chairperson · Daniel Simpson, Vice-Chairperson

Doug Benton · Jimmy Coffel · Jane Brown

Memorandum of Understanding Employment and Utilization of School Resource Officers

The Camden County School System, the City of Kingsland, and the Kingsland Police Department will partner with one another to help provide a safe and secure learning environment at Camden County High School and Camden Middle School. The employment of School Resource Officers will be an integral part meeting this objective. Officers will not only assist in maintaining this safe environment, they will also provide opportunities for counseling and mentoring students as well as delivering prevention and education programs.

Specific Goals and Objectives

The following goals and objectives will be the focus of the School Resource Officer's Duties.

1. Increase awareness and effectiveness of community based policing programs.
2. Increase the effectiveness of the "Drug Free School Zone" policy through intervention and education programs at the school level.
3. Monitor and mentor, or counsel students consistent with the law and orders of the court, who are on probation for violations of both school rules and community laws.
4. Assist in improving the communication between the Juvenile Court system and the school officials.
5. Assist in developing programs that are aimed at preventing, reducing or responding to gang related activities.
6. Assist in activities that will decrease the truancy rates.
7. Assist in developing and implementing school safety programs.
8. Assist with disruptive students and violations of the law under the direction of the school principal.
9. Educate school officials and students in crime prevention and safety issues.
10. Assist in conflict resolution with students.
11. Assist in developing and maintaining school policies that address school safety, crime, emergencies and recommended procedural changes.
12. Assist in the identification of physical changes in the environment that may reduce crime in or around the school campus.

Program Issues

A. Supervision Responsibility of the SRO

The SRO's will be assigned as full-time officers to Camden County High School and Camden Middle School. They will accept the responsibilities of a full-time faculty member and will be under the supervision of the building principal or his/her designee. The SRO work schedule and overtime hours will be the direct responsibility of the principal. Evaluation will be performed by the principal.

B. Decision Making Authority

The SRO's will follow the policies and guidelines set forth by the Camden County School system while assigned to a school campus. The SRO does not, however, relinquish the responsibility to enforce the laws of the city or state when he/she witnesses a criminal violation. Statement, searches, interrogations or formal counseling of students must meet the requirements established by the building principal and the law.

C. Roles and Responsibilities

The City of Kingsland and the Kingsland Police Department will accept the following responsibilities for the implementation of the School Resource Officer Program:

- A. Receipt and distribution of funds to the SRO including salary, overtime, benefits, insurance, workman's compensation, unemployment benefits, and social security.
- B. Completion of program reports as requested by the Camden County School System and other agencies.
- C. Completion of annual financial reports or audit requirements as required by the Camden County School System.
- D. Oversee the, coordination, research and implementation of grant opportunities in cooperation with the Camden County School System.
- E. The Camden County School System will indemnify and hold harmless the City of Kingsland, the Kingsland Police Department, and the School Resource Officers for the actions and inactions of the School Resource Officers

The Camden County School System will accept the following responsibilities for the implementation of the School Resource Officer Program:

- A. Disbursement of City of Kingsland funds equal to an amount stipulated in a contract for purchased services agreed to by the Camden County School System and the City of Kingsland to provide SRO services between July 1, 2016 and June 30, 2017.
- B. Assignment of the SRO's to offices at Camden County High School and Camden Middle School, with the appropriate administrative supplies necessary to fulfill the goals and objectives of the program.
- C. Assist in the researching and completion of any future grant opportunities.
- D. Coordinate after school activities with the SRO's to provide for direct supervision by either the SRO's or other law enforcement authorities.

Mayor, City of Kingsland, Georgia

Date

Chief of Police, City of Kingsland, Georgia

Date

Superintendent, Camden County Schools

Date

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 21st day of June, 2016 for providing of clinical medical services by Camden County for the employees of the City of Kingsland for the period starting July 1, 2016 and continuing through June 30, 2017 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, 2016, 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 Thursday 7:30 a.m. – 5:30 p.m. ; Friday 8:00 a.m. -12:00 p.m.
- ii. Physician/Physician's Assistant/Nurse Practitioner will be available a minimum of thirty hours a week.
- iii.

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 2016-2017 to be \$451,846. 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 2016-2017 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 \$451,846 budget, conditioned on the CITY use of the clinical services not exceeding the projected 10% use of the clinic for 2016-2017 Fiscal Budget Year.

CITY shall pay to CCBC the total annual amount of \$45,185 for medical services provided by the CCBC's onsite clinic to the CITY. Said annual amount shall be paid in 12 monthly installments of \$3,765.47. 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, 2016.

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, 2016 to September 30, 2016; October 1, 2016 to December 31, 2016; January 1, 2017 to March 31, 2017; and April 1, 2017 to June 30, 2017. 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.

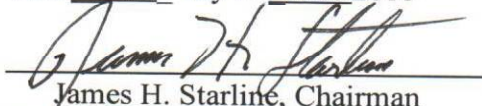
CITY agrees to hold harmless and indemnify CCBC from any damages, liability, actions, claims, or demands that may arise within the scope of this MOU in regards to CITY's agents, servants, employees, invitees, or licenses arising out of this MOU during the term of this MOU.

h.

The services as defined herein shall only be provided to those CITY employees and their dependents 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 21st day of June 2016


James H. Starline, Chairman
Camden County Board of Commissioners



ATTEST:
Kathryn Bishop, County Clerk

Kenneth E. Smith, Mayor

This ____ day of _____ 2016

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

Attachment: MOU Clinic (1708 : Approval Of: MOU for Onsite Clinical Medical Services)

Sec. 157. - Subdivisions not exceeding five (5) lots.

Notwithstanding the provisions stated elsewhere in this Ordinance, the Director of Community Planning and Development is hereby delegated the authority to give preliminary and final approval in the name and on behalf of the Commission to applications for approval of a subdivision not exceeding five (5) lots in size, pending the review and approval of the Director of Public Works and the Municipal Utilities Director and the City Building Inspector, provided no new street is involved; the required certifications have been approved by the appropriate agent; no variances are involved; and all the requirements set forth in this Ordinance are met. Final approval may be given by the Director of Community Planning and Development on a plat that was preliminarily approved by the Commission.