



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • JANUARY 9, 2017

Regular Meeting

City Council Chamber

6:00 PM

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

I. PUBLIC HEARING

1. K Partners Hospitality Group LP, Laurel Island Links -

The City of Kingsland will conduct a public hearing for the purpose of considering the application for the sale of beer/wine, liquor, on-premise consumption with food: from, "K Partners Hospitality Group LP, Laurel Island Links". Located at 233 Marsh Harbour Parkway, Kingsland, Georgia 31548.

II. CALL TO ORDER AND WELCOME GUESTS

III. INVOCATION AND PLEDGE TO THE FLAG

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 - Dec 12, 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. Promotions - Kingsland Police Department - Police Chief Darryl Griffis

Promoted to rank of Sergeant: Officer Vincent Bryant, Officer Daniel Chaney,
Officer Sean Rafferty

VII. GRANTING AUDIENCE TO THE PUBLIC

VIII. OLD BUSINESS

IX. PLANNING AND ZONING

1. APPLICATION FOR HOME OCCUPATION – Matthew Wayne Scott -

Matthew Wayne Scott, 106 Gentle Knoll Drive is requesting a Home Occupation Permit for MKS Preservations performing yard maintenance on Bank owned properties. Zoning is PD/R-1. Equipment will be stored in garage. Planning Commission recommends approval.

2. APPLICATION FOR ANNEXATION – H Kenneth Gay, Jr -

H Kenneth Gay, Jr, is requesting annexation of a 1.47 acre parcel on Boone Street being tax parcel 108 051. Zoning in the City will be C-2. Planning Commission recommends approval.

3. Adoption Of: Ordinance #2017-01 - H Kenneth Gay Jr Annexation -

X. NEW BUSINESS

1. Charter Appointments for 2017: -

Mayor Pro Tem - Incumbent, Charles Grayson Day, Jr.

City Attorney - Incumbent, Attorney James Coppage

City Clerk - Incumbent, Linda M. O'Shaughnessy

Chief of Police - Incumbent, Chief Darryl Griffis

City Treasurer - Incumbent, Filiz Morrow

2. Appointments: Mayor and Council -

Two (2) members to the Camden County Georgia Initiative for Community Housing (GICH)

Staff recommends Mr. Darren Harper and Mr. Doug Maurer

3. Approval Of: Liquor License, K Partners Hospitality Group LP, Laurel Island Links -

For the sale of beer/wine, liquor, on-premise consumption with food, located at 233 Marsh Harbour Parkway, Kingsland, Georgia 31548

4. Approval Of: Resolution #2017-01 - Establishing the 2017 Qualifying Fees -
City Clerk Linda M Oshaughnessy

5. Bid Award: Curb-Tender FE Garbage Truck -

Staff recommends low bid from Trans Power/Trans Pro for a 2015 Mack LEU 613 in the amount of \$224,740. Truck is a demo with approximately 7,000 miles and is available immediately, pending DOT inspection.

6. Approval of: Utility Easement, Gross Timber & Land, LLC -

Corrected legal description - 80' Utility Easement

Staff recommends approval

7. Bid Award: Automated Time Clock System -

Staff recommends low bid, Time Clock Plus, for an initial investment of \$31,907 with recurring annual maintenance and support fees of \$3,711.

XI. MAYOR AND COUNCIL ANNOUNCEMENT

XII. ADJOURNED

ORDINANCE NO. 2017- 01**AN ORDINANCE TO ANNEX 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, H Kenneth Gay, Jr. owns a tract on Boone Street otherwise described as map and parcel 108 051 consisting of 1.47 acres currently developed commercially; and

WHEREAS, the parcel is adjoining the City of Kingsland on two sides;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND that the City of Kingsland annex the stated property of H Kenneth Gay Jr. and that it be zoned C-2.

Adopted and approved this 9^h day of January, 2017.

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

December 9, 2016

Mayor and Council
City of Kingsland
107 S. Lee Street
Kingsland, Georgia 31548

Dear Mayor and Council,

In 2005, Camden County, City of Kingsland, City of Woodbine, and City of St. Marys were selected to participate in the Georgia Initiative for Community Housing (GICH) program sponsored by Georgia Department of Community Affairs and the University of Georgia Demographics and Housing Research Center. As the economic development director of the City of Kingsland, I was appointed as a Kingsland representative on this committee and participated with all my other committee members in all of the training programs until graduation in 2008.

As housing development expanded during the mid to late 2000's, there seemed to be less of a need for affordable housing and as members of the committee moved away or unfortunately passed away, the committee members grew shorter and shorter.

With the downturn in the economy the need for affordable housing has once again become a vital need. Additionally, the GICH program designation provides local affordable housing developers extra points when applying for low income housing tax credits or other affordable housing programs. The GICH program can also provide extra points when communities apply for other programs through DCA including Community Development Block Grants.

I am currently listed with DCA and UGA as the primary contact for the Camden County GICH program since I was part of the original committee. I am respectfully asking that each city and the county continue to support the Camden County GICH program. In supporting the GICH committee, I respectfully ask that each city and the county appoint two members to the Camden GICH committee and assist the new members in ~~attending~~ the training provided to help them effectively carry out their duties and goals.

It has been a pleasure to serve on the Camden County GICH program and I look forward to working with the new members to continue the work of the Committee. I will be more than happy to provide any additional information and background that you require to consider this request. I thank you for your consideration of this request.

Sincerely,

Darren Harper
Primary Contact
Camden County GICH Committee

Attachment: Darren Harper, GICH (1793 : Appointments: Mayor and Council)



City of Kingsland Georgia

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

NOTICE OF PUBLIC HEARING ALCOHOL BEVERAGE LICENSE

*The City Of Kingsland, Georgia will conduct a public hearing for the purpose of considering the application for the sale of beer/wine liquor, on-premise consumption with food: from, “**K Partners Hospitality Group LP, Laurel Island Links**”. Location 233 Marsh Harbour Parkway, Kingsland Georgia 31548 Notice is hereby given that a public hearing on this application is scheduled for Monday, January 9, 2017 at 6:00 p.m. in the council chamber at City Hall 107 South Lee Street.*

Anyone having any objection to the issuance of a license to this establishment should address their concern to the Mayor and Council at the public hearing. Formal consideration of this application will take place during the regular council session on Monday, January 9, 2017.

Yvonne Waye, Community Planning & Development Administrator

Please Advertise:

December 22, 2016

December 29, 2016

January 5, 2017

Attachment: laurel island (1798 : Approval Of: Liquor License, K Partners Hospitality Group LP, Laurel Island Links)

At the regular meeting of Kingsland City Council, held in the City Hall Council Chamber, on motion of _____ seconded by _____ which carried a vote of _____ the following Resolution was adopted.

RESOLUTION #2017-01

A RESOLUTION ESTABLISHING THE 2017 QUALIFYING FEES FOR CERTAIN CITY OFFICES IN THE CITY OF KINGSLAND

WHEREAS, O.C.G.A. § 21-2-131(a)(1)(A) requires the City Council to fix and publish a qualifying fee for each city office to be filled in the upcoming General Election; and

WHEREAS, the City Council has reviewed the salaries for those offices pursuant to O.C.G.A. § 21-131 (a)(1)(A);

NOW THEREFORE, BE IT RESOLVED by the City Council, acting in its capacity as the governing authority of the City of Kingsland, Georgia that the 2017 qualifying fees for city offices are:

Qualifying fee for City Council is: \$180.75

ADOPTED, this _____ day of January, 2017.

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

Attachment: qualifying fees (1790 : Approval Of: Resolution #2017-01 - Establishing the 2017 Qualifying Fees)



BID TABULATION
2016-2017 Curb-Tender FE Garbage Truck
Thursday, December 8, 2016 @ 2:00 PM

VENDOR	CHASSIS	BODY	ETA	TOTAL	Cost of Delivery	COMMENTS
Trans Power/Trans Pro	2015 Mack LEU 613	G-S Products 33 Cubic Yards	Available immediately after DOT Inspection	\$224,740.00	Included	Demo with approximately 7,000 miles. This body is identical to the body purchased in August 2014.
Cherokee Truck Equipment Option 1	2018 Peterbuilt 320	Wayne Engine 27 Cubic Yards	180 Days	\$233,505.00	Included	Auto Side Loader
Cherokee Truck Equipment Option2	2018 Peterbuilt 320	Wayne Engine 27 Cubics Yards	180	\$236,000.00	Included	Auto Side Loader
COS Acquisitions/Wastebuilt	2017 Peterbuilt 320	New Way 31 Cubic Yards	3 weeks	\$237,778.00	Included	
COS Acquisitions/Wastebuilt	2015 Mack LEU 613	New Way 31 Cubic Yards	3 weeks	\$241,000.00	Included	21,000 Miles/1500 Hours
COS Acquisitions/Wastebuilt	2015 Mack LEU 613	New Way 31 Cubic Yards	3 weeks	\$241,000.00	Included	15,000 Miles/762 Hours
COS Acquisitions/Wastebuilt	2016 Peterbuilt 320	New Way 29 Cubic Yards	90-120 Days	\$245,845.00	Included	New Way Auto Side Loader
Cherokee Truck Equipment Option 3	2018 Mack LR6 13	Wayne Engine 27 Cubic Yards	270 Days	\$253,915.00	Included	Auto Side Loader
COS Acquisitions/Wastebuilt	Auto Car	New Way 29 Cubics	130-180 Days	\$254,100.00	Included	
Wastebuilt	2018 Mack LR 613	New Way 29 Cubic Yards	130-160 Days	\$254,300.00	Included	New Way Auto Side Loader
Cherokee Truck Equipment Option 4	2018 Mack LR 613	Wayne Engine 27 Cubic Yards	270 Days	\$256,408.00	Included	Auto Side Loader

Staff recommends 2015 Mack LEU 613 from Trans Power/Trans Pro at a cost of \$224,740.00.

*RFP was advertised on the City and GMA websites.

After Recording Please Return to:
 Jennifer L. MacMillan, Esq.
 286 Redfern Village
 St. Simons Island, GA 31522

**STATE OF GEORGIA
 COUNTY OF CAMDEN**

EASEMENT

THIS EASEMENT is by and between **GROSS TIMBER & LAND, LLC.**, a Georgia limited liability company, whose address is 1209 E. King Avenue, Kingsland, Georgia 31548 ("GRANTOR") and the **CITY OF KINGSLAND, GEORGIA**, a political subdivision of the State of Georgia, whose mailing address is P.O. Box 250, Kingsland, Georgia 31548 ("CITY").

WITNESSETH:

THAT GRANTOR, for and in consideration of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the adequacy and receipt of which are hereby acknowledged, GRANTOR hereby grants, sells, and conveys to the CITY, its successors and assigns forever, the following:

1. **PERMANENT UTILITY EASEMENT:** a perpetual, non-exclusive easement eighty feet (80') in width, as more particularly described on EXHIBIT A attached hereto and incorporated herein by reference, and herein referred to as the Easement Premises, with which Easement Premises the CITY shall have the right to erect, construct, install, lay, and thereafter use, operate, inspect, repair, maintain, replace and remove as and when necessary or appropriate, a sewer force main system, including the necessary and appurtenant surface level facilities in conjunction with such system, all of which inure to the non-exclusive use and benefit of the adjoining lands of GRANTOR, its successor and assigns, burdened by this Easement, and as appurtenance to such lands.
2. **RESERVATION:** GRANTOR reserved to itself, its successors and assigns, and as appurtenance to lands adjoining the Easement and not as a personal covenant, all surface use and other subsurface use or uses as the Easement Premises as are not, or might not be in conflict with this grant, warranting only that the Easement Premises shall not be granted to any other entity, public or private, for a use and/or purpose duplicative of the sewer force main system easement hereby granted to the CITY.

THIS EASEMENT IS FURTHER SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

- A. The consideration hereinabove recited shall constitute payment in full for any damages to the land of GRANTOR, its successors and assigns, occurring or claimed by reason of the existence of the facilities and for the lawful use of the land for the purposes herein specified. The CITY covenants to maintain the Easement and the facilities located on, under, and within the Easement, in good repair so that no unreasonable damage will result from its use to the adjoining lands of GRANTOR, its successors and assigns.
- B. If the adjoining lands of GRANTOR are hereinafter divided into parts by sale or lease, the parts shall each, and severally, enjoy the benefits and suffer the burdens of this Easement.
- C. This Easement is further subject to:
 - (1) Any State of facts as would be disclosed by a survey of the premises;
 - (2) Easements, rights of way, covenants, and restrictions of record;
 - (3) The existing zoning classification of the premises, if any;
 - (4) Any outstanding oil, gas, mineral, or other subsurface estate, or timber estate, as may appear of record.
- D. This Easement is by and in the nature of a quitclaim, with GRANTOR warranting to CITY only the corporate authority of its execution hereof, the granting to CITY only so much rights by and under this Easement as is consistent with its record title in and to the lands encumbered by this Easement.

[Signature Page Follow]

(AS TO THE GROSS TIMBER & LAND, LLC)

Signed, sealed and delivered
on the ___ day of _____,
20___, in the presence of:

GROSS TIMBER & LAND, LLC
a Georgia limited liability company

Unofficial Witness

BY: _____
Name: William H. Gross
Title: _____

Notary Public

NOTARY SEAL

My Commission Expires: _____

APPROVED in City Council Meeting _____ day of _____, 20__

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

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

[CITY SEAL]

SAG\GROSS 16-1463\EASEMENT TO CITY

Attachment: EASEMENT TO CITY-REVISED (3) (1792 : Approval Of: Utility Easement, Gross Timber & Land, LLC)

EXHIBIT "A"

ALL THAT CERTAIN TRACT OR PARCEL OF LAND LYING IN THE CITY OF KINGSLAND, 1606TH G.M. DISTRICT, CAMDEN COUNTY, GEORGIA (BEING A PORTION OF TRACT "B", AS SHOWN ON PLAT RECORDED IN PLAT CABINET 1, FILE NUMBER 16-D, PUBLIC RECORDS OF SAID COUNTY) AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT THE NORTHWEST CORNER OF SAID TRACT "B", SAID POINT LYING ON THE SOUTHERLY LINE OF LANDS NOW OR FORMERLY OF TERESA R. MCDILL, WIBUR G. READDICK AND ROCKY WAYNE READDICK (ACCORDING TO DEED RECORDED IN DEED BOOK 1699, PAGE 789, PUBLIC RECORDS OF SAID COUNTY), HAVING STATE PLANE COORDINATES $X = 812,146.01$, $Y = 286,458.15$ AND RUN THENCE SOUTH $09^{\circ}-00'-06''$ WEST ALONG THE WESTERLY LINE OF THE AFOREMENTIONED TRACT "B", A DISTANCE OF 735.49 FEET TO THE POINT OF BEGINNING LYING ON THE NORTHERLY RIGHT-OF-WAY LINE OF AN 80 FOOT RIGHT-OF-WAY (ACCORDING TO DEED RECORDED IN DEED BOOK 382, PAGE 433, PUBLIC RECORDS OF SAID COUNTY). FROM THE POINT OF BEGINNING THUS DESCRIBED RUN SOUTH $89^{\circ}-40'-58''$ EAST ALONG LAST MENTIONED NORTHERLY RIGHT-OF-WAY LINE, A DISTANCE OF 1289.40 FEET TO A POINT; RUN THENCE SOUTH $00^{\circ}-19'-02''$ WEST, A DISTANCE OF 80.00 FEET TO A POINT LYING ON THE SOUTHERLY LINE OF AN 80 FOOT RIGHT-OF-WAY (ACCORDING TO DEED RECORDED IN DEED BOOK 382, PAGE 433, PUBLIC RECORDS OF SAID COUNTY); RUN THENCE NORTH $89^{\circ}-40'-58''$ WEST, ALONG LAST MENTIONED SOUTHERLY LINE, A DISTANCE OF 1301.62 FEET TO A POINT LYING ON THE WESTERLY LINE OF THE AFOREMENTIONED TRACT "B"; RUN THENCE NORTH $09^{\circ}-00'-06''$ EAST, ALONG SAID WESTERLY LINE OF SAID TRACT "B", A DISTANCE OF 80.93 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 2.38 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD WHICH MAY LIE WITHIN.

City of Kingsland
Time Clock Systems
Bid Proposals for Client Hosted Site
December 2016

Item	TimeClock Plus		NovaTime		Executime	
	Year 1	Recurring	Year 1	Recurring	Year 1	Recurring
Software	\$10,319	\$0	\$12,000	\$0	\$25,520	\$0
Implementation & Training	\$4,480	\$0	\$3,995	\$0	\$20,400	\$0
Time Clock Hardware	\$6,747	\$0	\$8,070	\$0	\$7,185	\$0
Incode Interface	\$6,650	\$0	\$6,650	\$0	\$0	
System Total	\$28,196	\$0	\$30,715	\$0	\$53,105	\$0
Software & Hardware Support Agreement	\$2,048	\$2,048	\$2,490	\$2,490	\$6,380	\$6,380
Incode Interface Maintenance Support	\$1,663	\$1,663	\$1,663	\$1,663	\$0	\$0
Maintenance Total	\$3,711	\$3,711	\$4,153	\$4,153	\$6,380	\$6,380
Totals	\$31,907	\$3,711	\$34,868	\$4,153	\$59,485	\$6,380

Includes:

Mobile App	Yes	No	No
Public Safety Adv. Scheduler	Yes	No	No

Note: Quotes presented are for customer hosted site. City is not considering vendor hosted at this time.

Timeclock hardware is for 3 proximity terminals with badges.

Executime does not require separate Incode interface maintenance support.



Return On Investment Worksheet

10.7.b**Payroll Processing Annual Savings \$4,909.88**

Number of Hourly Employees

Minutes to process each time sheet

The American Payroll Association reports it takes approximately 10 minutes to process each time sheet during payroll (includes audit and data entry of each sheet).

How often do you process payroll?

52 = weekly
26 = bi-weekly
12 = monthly

Total hours saved per year 336

Average hourly pay rate of personnel preparing payroll

Human Error Annual Savings \$60,290.11

Average Human error factor

The American Payroll Association reports that human error, such as miscalculations range from 1% to 8% of payroll

Annual Gross Payroll Budget

Time Theft /Lost Time Annual Savings \$51,570.75

Minutes lost per day per employee 5

The American Payroll Association estimates that approximately 5 minutes per employee per day is lost due to tardiness, early departures and long breaks.

Total number of employees

Total hours saved per year 3,349

Average employee hourly rate

Paper Reduction Annual Savings \$2,550.28

Annual cost of paper time sheets

Annual cost of other paper forms such as requests for time off, holiday calendars, schedules, etc.

Total cost of paper \$268.00

Time spent transferring paper (in minutes) 2

A conservative estimate of the time spent transferring paper time sheets and forms around is 2 to 3 minutes per employee per pay period

Number of employees that use paper forms

Total hours spent transferring paper 148

Your Total Return on Investment \$119,321.02

Attachment: Annual Cost of Processing Paper Timesheets-Manual (1794 : Bid Award: Automated Time Clock System)