CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA ● OCTOBER 22, 2018

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

1. Pastor Matthew Pettus -
2. Cub Scout Pack 218 -

III. ROLL CALL

Kenneth E Smith Sr	Mayor
James McClain	Mayor Pro Tem
Charles Grayson Day Jr.	Councilman
James W Galloway	Councilman
Michael J McClain	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. GRANTING AUDIENCE TO THE PUBLIC

VI. OLD BUSINESS

VII. PLANNING AND ZONING

1. Approval Of: Residential Business License, Ms. Angela Adams Request for a Home Business Day Care at 1201 the Lakes Boulevard. Area is Zoned R-1. -

Planning Commission recommends approval.

VIII. NEW BUSINESS

1. Proclamation: November 4, 2018 Retired Educator's Day -
2. Approval Of: Human Resource Management Software for Police Department to Track Employee Record of an Observation, Event, Conversation, Incidents of Good or Bad Performance, Rewards and Recognition, Evaluations or Any Other Work-Related Happenings. -

Benefits include: positive recognition, early intervention, consistent feedback, and employee retention. Software provides a complete Employee Performance Management tool. Police department staff recommends Guardian Tracking Software for a recurring annual cost of $2,100 and a one-time implementation fee and training cost of $735. Current year expense of $2,835 is budgeted in court technology line item. IT department has verified software compatibility. *Staff recommends approval.*

3. Approval Of: Resolution and Agreement with GMA for Telecommunication and Right of Way Management Services Associated with Southern Light's Application for Use of City Right of Way -

Agreement between City of Kingsland and Georgia Municipal Association to provide management services in response to Southern Light's application and to determine any past due fees. *Staff recommends approval.*

4. Approval Of: Georgia Gateway Community Improvement District 2018 Millage Rate -

Georgia Gateway CID Board met on Tuesday, October 9, 2018. At the scheduled meeting the Board unanimously approved the CID millage to be set at 10 mills. This will generate $10,802 for the CID Fund. *Staff recommends approval.*

5. Approval Of: Camden County Public Service Authority FY18-19 Operating Budget & Funding -

Camden County PSA Budget for FY 2018-2019 was adopted by the PSA Board on September 26, 2018. The local government funding amount is $1,638,294 which funds Recreation net of revenue generated and reimbursements received from other agencies. Until such time that the intergovernmental agreement is finalized, the PSA is requesting local government entities continue to remit monthly funding at the percent they have been using, based on the new budget amount. Additionally, it is requested that each government retroactively fund back to 7/1/18 to fund the difference based on the new increased budget amount. A new IGA to decide on the allocation method will be forthcoming.

At this time, approval is being requested to fund the new FY 2019 budget based on our current allocation method using our proportional share of the tax digest. Increase from prior year budget by $129,852 or 8.6%. As advised by PSA interim finance director, increases are related to:

Rec Center (local government funded)

-salary adjustments

-new program manager position

- staffing in parks +2.25 FTE

-contracted services

- propane to heat pool

-electricity

Using the current Tax Digest Allocation Method:

a. Additional share from Kingsland for July - Sept 2018 for the PSA's FY 2018-19 increased budget amounts to $41,026.68.

b. Kingsland's new monthly contribution beginning Oct 2018 based on PSA's FY 2018-19 Operating Budget is $39,548,17.

Staff recommends approval.

6. Approval Of: Bid Award for Trapping Services -

One bid received from Darrell Shedd for Trapping Services on an as needed basis. Fees outlined as follows: trapping services $400/week and obstruction geo-location and removal $300/week.

Staff does not recommend approval.

7. Discussion - Ordinance #2018-10 - an Ordinance to Regulate the Offense of Possession of Less Than One Ounce of Marijuana, to Provide Penalties for Possession of Marijuana -

Discussion on the previously approved ordinance for clarification purposes.

8. Discussion - Funding and Permiting for Kingsland West Sidewalk - Councilman James W Galloway

9. Discussion: City Council Meeting, November 12, 2018 -

IX. MAYOR AND COUNCIL ANNOUNCEMENT

X. ADJOURNED

BY THE MAYOR OF THE CITY OF KINGSLAND THE CHAIRMAN OF THE BOARD OF COMMISSIONERS,

COUNTY OF ________________________, GEORGIA

WHEREAS: The Governor of the State of Georgia has proclaimed the day of Sunday, November 4, 2018 as Retired Educators Day in Georgia; and

WHEREAS: There are more than 123,000 retired educators in Georgia, 29,000 plus of whom are members of the Georgia Retired Educators Association; and

WHEREAS: The retired educators of Georgia donate thousands of hours of volunteer service and make invaluable contributions to the welfare of their respective communities across the state; and

WHEREAS: It is appropriate that a day be designated for citizens to express their appreciation for the contributions that retired educators have made and continue to make for the betterment of human lives and for society; and

WHEREAS: Local churches will recognize those lasting contributions made by retired educators in this community; now

THEREFORE: I, Mayor (or Chairman) of ______________________________ (City or County) do hereby proclaim the day of November 4, 2018, as "RETIRED EDUCATORS DAY" and I call upon the citizens of _______________________________ to observe that day in an appropriate manner honoring retired educators.

Given unto my hand and seal at ______________________, Georgia, on this _____ day of _____________________, in the year of our Lord, 2018.

____
Mayor (or Chairman)

ATTEST

____
(Name and /or Title)

Attachment: Proclamation RE Day 2018 (2376 : Proclamation:November 4, 2018 as Retired Educator's Day)

City of Kingsland, Georgia

Proclamation

Honoring Retired Educator's Day

WHEREAS, The Governor of the State of Georgia has proclaimed the day of Sunday, November 4, 2018 as Retired Educators Day in Georgia, and

WHEREAS, There are more than 123,000 retired educators in Georgia, 29,000 plus of whom are members of the Georgia Retired Educators Association, and

WHEREAS, The retired educators of Georgia donate thousands of hours of volunteer service and make invaluable contributions to the welfare of their respective communities across the state, and

WHEREAS, It is appropriate that a day be dedicated for citizens to express their appreciation for the contributions that retired educators have made and continue to make to the betterment of human lives and society in general, and

WHEREAS, Local churches will recognize the lasting contributions made by retired educators in this community.

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and Council of the City of Kingsland, Georgia we do hereby recognize and congratulate the Retired Educators of the Camden County School System and do hereby proclaim the day of November 4, 2018, as **"RETIRED EDUCATORS DAY"** and I call upon the citizens of Kingsland to observe that day in an appropriate manner honoring retired educators.

Given unto my hand and seal at Kingsland, Georgia, on this 4th day of November, in the year of our Lord 2018.

CITY OF KINGSLAND, GEORGIA

____

Kenneth E. Smith, Sr., Mayor

Attest:

____

Linda O'Shaughnessy, City Clerk

Attachment: education proclamation (2376 : Proclamation:November 4, 2018 as Retired Educator's Day)

GuardianTracking

Company Address	PO Box 2291 Anderson, IN 46018
Prepared By	Ben Wasilewski
Phone	(765) 602-2368
Email	ben@guardiantracking.com

Prepared For

Account Name	Kingsland (GA) Police Department	Bill To	111 S. Seaboard St. P.O. Box 1658 Kingsland, GA 31548
Created Date	10/4/2018	Quote Number	20180035
Expiration Date	10/31/2018		

Product	Sales Price	Total Price
Annual Subscription for Guardian Tracking -- Employee Performance Management Software	$2,100.00	$2,100.00
Implementation Fee (One-time fee includes: database creation, admin and user training)	$735.00	$735.00

Number of Licenses 44

Total Price $2,835.00

Terms & Conditions

Terms & Conditions Subscription Acceptance: The signature of the undersigned below as the authorized representative of Customer shall constitute Customer's binding acceptance of a subscription for the products/services offered by Guardian Tracking to Customer as set forth in this quote and subject at all times to the terms, conditions and provision of Guardian Tracking's Hosted Application Services Agreement set forth at Guardian Tracking website http://www.guardiantracking.com/service-agreement which terms, conditions and provisions are incorporated herein by reference, to which Customer hereby agrees to be bound, and which shall govern the rights and liabilities of the parties hereto. The Effective Date (as defined in the online terms and conditions of this Software as a Service Agreement) shall be the date set forth below.

Additional Information

Customer has the option to renew at the end of each twelve (12) month term. The Hosted Applications Services Agreement guarantees the quoted annual subscription fee for three years. After three years any increase shall be no greater than 20% and will again be guaranteed for three years.

Authorized Signature

Signature:______________________________ Date: ____________

Print Name: ____________________________

AGREEMENT BETWEEN THE CITY OF KINGSLAND AND THE GEORGIA MUNICIPAL ASSOCIATION, INC. FOR TELECOMUNICATIONS AND RIGHT OF WAY MANAGEMENT SERVICES ASSOCIATED WITH RESPONDING TO SOUTHERN LIGHT'S APPLICATION TO PLACE LINES AND FACILITIES IN THE CITY'S RIGHTS OF WAY

WHEREAS, the City of Kingsland ("City") desires to provide regulation and oversight of cable television and other telecommunications services being provided to the citizens of the City;

WHEREAS, the Georgia Municipal Association, Inc. ("GMA") has available a telecommunications and right of way management service; and,

WHEREAS, the City has a need for such telecommunications and right of way management services.

THEREFORE, THE CITY AND GMA AGREE AS FOLLOWS:

Section 1. Services Provided to the City of Kingsland

GMA agrees to provide, either directly or through its agents or subcontractors, assistance in reviewing and responding to Southern Light's application to install lines and facilities in the City's right of way in accordance with O.C.G.A. 46-5-1. GMA's technical assistance will include determining if Southern Light or its holding company, Uniti, owes the City fees for past use of the right of way. As needed, GMA will assist the City in collecting fees owed.

Section 2. Time of Performance

The services to be performed hereunder by GMA shall be undertaken and completed in such sequence as to ensure their expeditious completion and best carry out the purposes of the agreement. The project will be started within 2 days of an executed contract. All assistance under this agreement will be completed within 180 days from the start of work, except for exigencies beyond the control of GMA.

Section 3. Effective Date, Payment and Termination

a) This Agreement shall become effective upon the signature by the parties and shall terminate without further obligation on the part of the City upon completion of the services by GMA as described in Section 1.

b) The total obligation of the City under this Agreement shall be $5,000.00. GMA shall be entitled to payment for 50% of the total obligation when this Agreement is executed and 50% of the total obligation if GMA is required to assist City in recovering underpaid fees from Southern Light or Uniti.

Section 4. Hold Harmless and Indemnification

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

Attachment: TRM SERVICE AGREEMENT GMA (2367 : Approval Of: Resolution and Agreement for Telecommunication and Right of Way

employees, or subcontractors arising out of this agreement. GMA holds harmless the City for the negligence of GMA, its officers, agents, employees, or subcontractors arising out of this agreement. No agency relationship created for other purposed including but not limited to workers compensation and employee benefits and neither party or their officers, agents or employees shall be deemed employees of the other party.

Section 5. Agency

In addition by executing the attached Agent Representation Form the City designates GMA, its officers, agents, employees, and contractors as agents of the City for purposes of Section 635A of the Communications Act of 1934, as amended, the applicable provisions of the Local Government Antitrust Act of 1984 and O.C. G. A. 36-76-1 *et seq* known as the Georgia Consumer's Choice for Television Act of 2008.

Section 6. Amendments

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

Section 7. Georgia Security and Immigration Compliance Act

GMA attests compliance with the requirements of O.C.G.A. §13-10-91 and Rule 300-10-1-.02 by the execution of the contractor affidavit attached as Appendix A as shown in Rule 300-10-1-.07, or a substantially similar contractor affidavit, which document is attached to and made a part of this contract as Exhibit A.

GMA agrees that, in the event GMA employs or contracts with any subcontractor(s) in connection with the covered contract, GMA will secure from such subcontractor(s) attestation of the subcontractor's compliance with O.C.G.A. 13-10-91 and Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit shown in Rule 300-10-1-.08 or a substantially similar subcontractor affidavit, and maintain records of such attestation for inspection by the City at any time.

Section 8. Law Applicable

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

Section 9. Consulting Services

None of the services provided pursuant to this agreement shall be regarded or treated as the practice of law or accountancy.

Attachment: TRM SERVICE AGREEMENT GMA (2367 : Approval Of: Resolution and Agreement for Telecommunication and Right of Way

EXECUTED ON BEHALF OF THE CITY OF KINGSLAND THIS ______DAY OF _____________, 2018.

ATTEST:

____
City Clerk

CITY OF KINGSLAND:

By: _______________________________
Authorized Signatory, Title

APPROVED AS TO FORM:

____
City Attorney

GEORGIA MUNICIPAL ASSOCIATION, INC.

By: _______________________________
Larry H. Hanson, Executive Director

Reviewed by Legal:

Rusi Patel
2018.10.04
09:47:06
-04'00'

Attachment: TRM SERVICE AGREEMENT GMA (2367 : Approval Of: Resolution and Agreement for Telecommunication and Right of Way

A RESOLUTION OF THE CITY OF KINGSLAND THROUGH THE COUNCIL TO AUTHORIZE THE MAYOR OF SAID CITY TO EXECUTE AN AGREEMENT FOR TELECOMUNICATIONS AND RIGHT OF WAY MANAGEMENT SERVICES ASSOCIATED WITH RESPONDING TO SOUTHERN LIGHT'S APPLICATION TO PLACE LINES AND FACILITIES IN THE CITY'S RIGHTS OF WAY

WHEREAS, the City of Kingsland desires to regulate the provision of telecommunications services so as to assure that the citizens of said City receive quality service in compliance with applicable state law;

WHEREAS, the Georgia Municipal Association has available a telecommunications and right of way management service to assist the City in such regulation;

NOW THEREFORE BE IT RESOLVED, that the Mayor of the City of Kingsland is hereby authorized to execute a telecommunications and right of way management service agreement on behalf of the City, in substantially the same form as Appendix A which is attached to and made a part of this resolution.

RESOLVED by the Mayor and Council of the City of Kingsland this _______ day of _______________, 2018.

ATTEST:

By: ___________________________ Mayor: _________________________
City Clerk City of Kingsland

(SEAL)

CAMDEN COUNTY PUBLIC SERVICE AUTHORITY

CAMDEN COUNTY
PSA
LEISURE SERVICES

ADOPTED BUDGET FY2019

SEPTEMBER 26, 2018

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

CAMDEN COUNTY PUBLIC SERVICE AUTHORITY

ADOPTED BUDGET FY2019

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Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

CAMDEN COUNTY PUBLIC SERVICE AUTHORITY
SUMMARY OF REVENUE & EXPENDITURES
ADOPTED BUDGET FY2019

		FY2019 Proposed Budget
INTERGOVERNMENTAL REVENUES		
LOCAL GOVERNMENT FUNDING		1,638,294
CITY OF ST. MARYS PAYROLL (SMAC)		207,890
CITY OF ST. MARYS PAYROLL MANAGEMENT (SMAC)		36,000
SENIOR CENTER (CCBOC)		172,572
MOSQUITO CONTROL (CCBOC)		229,522
FACILITY LAWN MAINTENANCE (CCBOC)		107,506
RIGHT-OF-WAY MOWING (CCBOC)		305,104
FACILITY USE & OUTREACH (CCAR)		10,940
OTHER REIMBURSEMENTS (CCHS/BOE)		33,433
TOTAL		2,741,261
CHARGES FOR SERVICES REVENUES		
GYMNASATICS		48,000
CAMP		69,100
ATHLETICS		81,400
ST. MARYS POOL		19,000
RECREATION CENTER		227,765
ATHLETIC SPORT LEAGUES		750
PARK RENTAL		1,500
VENDING		300
CONCESSION AQUATICS		2,100
TOTAL		449,915
TOTAL REVENUES		3,191,176
EXPENDITURES		
RECREATIONS:		
ADMINISTRAITON	782,581	
ATHLETICS	336,815	
AQUATICS	198,016	
FITNESS	192,550	
PARKS	580,985	
SPECIAL PROGRAMS	77,635	
TOTAL RECREATION		2,168,582
ST. MARYS AQUATIC CENTER PAYROLL & BENEFITS		207,890
MOSQUITO CONTROL		229,522
RIGHT-OF-WAY MOWING		305,104
FACILITY MOWING - COUNTY BUILDINGS		107,506
SENIOR CENTER		172,572
TOTAL EXPENDITURES		3,191,176

NOTE: Proposed budget includes normal operating expenditures. It does not include IRS lien, Splost shortfall, or accounting fees for forensic audit, FY2017 audit, IRS negotiations, or debt service on line of credit.

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

CAMDEN COUNTY
PUBLIC SERVICE AUTHORITY
ADOPTED BUDGET FY2019
REVENUES

Account		Adopted Budget	Description/Notes
REVENUES			
INTERGOVERNMENTAL REVENUES			
RECREATION CENTER	$	1,638,294	Allocation of funding between gov'ts to be determined (TBD)
CITY OF ST. MARYS		TBD	
SMAC PAYROLL	$	207,890	COSM approved budget $218,000
SMAC MANAGEMENT	$	36,000	COSM contract TBD
CITY OF-KINGSLAND		TBD	
CITY OF WOODBINE		TBD	
CAMDEN COUNTY BOC		TBD	
SENIOR PROGRAM	$	172,572	CCBOC approved budget $203,872
MOSQUITO CONTROL	$	229,522	CCBOC approved budget $183,881
COUNTY LAWN SVC	$	107,506	CCBOC approved budget $52,950
ROW MOWING	$	305,104	CCBOC approved budget $200,000
FACILITY USE AND OUTREACH	$	10,940	CAMDEN FAMILY CONECTIONS CCAR -Facility usage $5,940, youth/parent outreach substance/alcohol abuse prevention $5,000
REIMBURSEMENTS	$	33,433	CCHS/BOE Utility reimbursement stadium, Phase 2, big screen; 50% reimb ice machine $1733; stadium cleanup $4200
TOTAL INTERGOVERNMENTAL REVENUES	$	2,741,261	
CHARGES FOR SERVICES			
GYMNASTICS	$	48,000	Historically 50% revenue shared with Camden Gymnastics see Fitness contract services-Camden Gymnastics
SUMMER CAMP	$	60,000	[Unpaid attendance: Re-entry $4350 North end $2500 St. Marys $2680 Kool Kids $4220]
GYMNASTICS CAMP	$	9,100	Gymnastics Camp
ATHLETICS	$	81,400	Baseball 27,000, Football $17,000, Basketball $17500, Softball $5700, Cheerleading $4200; Track $10,000
ST. MARYS PARK POOL	$	19,000	Admission $5200, Swim Team 2400; Passes $1500; Swim Lessons $6300; Lifeguard Class $1300
REC CENTER DAILY PASS	$	17,600	
REC CENTER ANNUALMEMBERSHIP	$	57,515	
REC CENTER SENIOR MEMBERSHIP	$	33,900	
REC CENTER CORPORATE MEMBERSHIP	$	111,400	COSM, COK, CCBOC, Military, BOE, & SEGHS
REC CENTER PUNCH PASS	$	2,700	
REC CENTER LOCKER RENTAL	$	475	
REC CENTER COMMUNITY ROOM RENTAL	$	4,000	
ATHLETICS SPORT LEAGUES	$	750	
REC CENTER TOT DROP	$	175	
PARK RENTAL FEES	$	1,500	
REC CENTER VENDING	$	300	
CONCESSION-AQUATICS (SMP)	$	2,100	
TOTAL CHARGES FOR SERVICES	$	449,915	
TOTAL REVENUES	$	3,191,176	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

RECREATION
ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET	DESCRIPTION/NOTES
1-61-51 · RC-ADMINISTRATION SALARIES & BENEFITS		
SALARIES	$ 373,323	(5) FT (includes new position-Program Manager), (1) FT @ 50%, (6) PT
SOCIAL SECURITY	$ 28,559	FICA/Medicare 7.65%
RETIREMENT	$ 9,600	Employer 3% + match
CLINIC FEE	$ 6,535	$1867/FT employee
MED/HEALTH/VISION	$ 61,628	Aetna stop loss/admin fee, H S A employer, claims
LIFE/ADD/LTD	$ 1,260	Life insurance, LTD, ADD employer paid
OTHER ER BENEFITS	$ -	
UNIFORMS	$ 3,000	
	$ 483,906	
1-61-52 · ADMINISTRATION-PURCHASING & CONTR SVC		
PROFESSIONAL	$ 41,600	Contract with CCBOC PR/HR management
IT/TECHNICAL	$ 2,500	Contract with CCBOC estimated installation of new computer system
JANITORIAL	$ 28,200	Southern Charm -Rec center $24,000; Stadium cleanup $4,200 (reimb by CCHS)
R&M EQUIPMENT	$ 4,600	Copier lease
R&M VEHICLES	$ 2,000	4 vehicles: 15-pass van; Trailblazer, Chevy P/U, Traverse
R&M BLDG IMPROVEMENTS	$ 44,000	Repair & maintenance Rec Center bldg $20,000; (6) basketball boards $24,000
INSURANCE (P, E & L)	$ 32,000	Equipment, Liability (GL, Crime, Cyber, D&O Empl Practices)
ADVERTISING	$ 2,000	Splost ad, job postings, bid announcements, marketing
PRINTING	$ 500	
TRAVEL	$ 1,000	
DUES	$ 7,850	Chamber of Commerce $350; Credit card fees $7500
EDUC & TRAINING	$ 2,695	Leadership Camden $695, Other $2,000
LICENSES	$ -	
AUDIT	$ 10,000	FY2018 Audit
PEST CONTROL	$ 1,020	$85 monthly
	$ 179,965	
1-61-53 · ADMINISTRATION SUPPLIES		
ELECTRIC	$ 61,050	
TELEPHONE	$ 13,910	TDS
CELL PHONES	$ 1,000	Director & Fac Mgr (Joey/Shawnie)
WATER & SEWER	$ 4,000	City of Kingsland
TRASH	$ 4,930	City of Kingsland
OFFICE SUPPLIES	$ 2,500	Copy paper $780,, other
JANITORIAL SUPPLIES	$ 5,000	Restroom supplies, and janitorial
SMALL EQUIPMENT	$ 1,500	(15) tables
FUEL	$ 3,120	Exec. Director $60/week
MINOR OPERATING	$ 500	
POSTAGE	$ 1,200	Vendor payments, membership reminders
	$ 118,710	
1-61-54 · ADMINISTRATION CAPITAL OUTLAT		
COMPUTERS	$ -	New computer system to be funded through SPLOST
	$ -	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

RECREATION
ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET	DESCRIPTION/NOTES
1-61-58 · ADMINISTRATION-DEBT SERVICE		
DEBT SERVICE PRINICPLE		
DEBT SERVICE-INTEREST		
	$ -	
1-62-51 · ATHLETICS-SALARIES & BENEFITS		
SALARIES	$ 77,360	(2) FT
SOCIAL SECURITY	$ 5,918	FICA/Medicare 7.65%
RETIREMENT	$ 2,674	Employer 3% + match
CLINIC FEE	$ 3,734	$1867/FT employee
MEDICAL/DENTAL/VISION	$ 32,764	HS A $2600; Med Stop loss/adm $5164; claims $25,000
LIFE/ADD/LTD	$ 537	
OTHER ER BENEFITS	$ -	
UNIFORMS	$ 500	
	$ 123,487	
1-62-52 · ATHLETICS-PURCH & CONTR SVCS		
PROFESSIONAL	$ 53,746	Officials, scorekeepers, security, concession
JANITORIAL	$ 4,200	Stadium cleanup reimbursed by BOE/CCHS*
REP & MAINT EQUIPMENT	$ -	
PRINTING	$ 500	
TRAVEL	$ 12,500	Travel/meals district meets $7500; state $5000
EDUCATION & TRAINING	$ 4,650	Certifications & (2) NAYS
PEST CONTROL	$ 360	Soccer complex $30 monthly
	$ 75,596	
1-62-53 · ATHLETICS-SUPPLIES		
ELECTRIC	$ 41,250	BOE reimburses $27,500 stadium phase 2, big screen*
CELL PHONES	$ 475	Kitt Williams
OFFICE SUPPLIES	$ 450	
SMALL EQUIPMENT	$ 3,466	Ice machine (50% cost share w/CCHS)*
MINOR OPERATING	$ 92,091	Uniforms, entry fees
	$ 137,732	
1-63-51 · AQUATICS-SALARY & BENEFITS		
SALARIES	$ 113,000	(2) FT SMP & Rec Pool; PT concession & guards
SOCIAL SECURITY	$ 8,645	FICA/Medicare 7.65%
RETIREMENT	$ 2,250	Employer 3% + match
CLINIC FEE	$ 3,734	$1867/FT employee
MEDICAL/DENTAL/VISION	$ 16,382	HS A $1300; Med Stop loss/adm $5164; claims $12,500
LIFE/ADD/LTD	$ 525	
OTHER ER BENEFITS	$ -	
UNIFORMS	$ -	
	$ 144,536	
1-63-52 · AQUATICS-PURCH & CONTRACTED SVC		
REPAIR & MAINT EQUIP	$ 1,200	
EDUCATION & TRAINING	$ 500	Lifeguard
OTHER CONTRACTED SVCS	$ -	
	$ 1,700	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

RECREATION
ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET		DESCRIPTION/NOTES
1-63-53 · AQUATICS SUPPLIES			
ELECTRIC	$	3,300	SMP
TELEPHONE	$	480	SMP
CHEMICALS	$	6,000	SMP & REC CTR
PROPANE	$	35,000	Heating Rec pool
CONCESSIONS	$	1,000	SMP
MINOR OPERATING	$	500	
	$	46,280	
1-63-54 · AQUATICS CAPITAL OUTLAY			
EQUIPMENT	$	5,500	Rec pool vacuum
	$	5,500	
1-64-51 · FITNESS-SALARY & BENEFITS			
SALARIES	$	128,053	(1) FT, PT fitness instructors, tot drop
SOCIAL SECURITY	$	9,796	FICA/Medicare 7.65%
RETIREMENT	$	3,780	Employer 3% + match
CLINIC FEE	$	1,867	$1867/FT employee
MEDICAL/DENTAL/VISION	$	16,111	HS A $1029; Med stop loss/adm $2582; claims $12500
LIFE/ADD/LTD	$	317	
OTHER ER BENEFITS	$	-	
UNIFORMS	$	-	
	$	159,925	
1-64-52 · FITNESS-PURCH & CONTRACTED SVCS			
REP & MAINT-EQUIPMENT	$	4,000	Subject to increase pending inspection
TRAVEL	$	300	
EDUCATION & TRAINING	$	250	
LICENSES	$	350	BMI music license
OTHER CONTRACTED SVCS	$	24,000	Camden Gymnastics
	$	28,900	
1-64-53 · FITNESS-SUPPLIES			
CELLPHONES	$	475	Val Swanson
OFFICE SUPPLIES	$	250	
CABLE	$	2,500	
MINOR OPERATING	$	500	
	$	3,725	
1-64-54 · FITNESS CAPITAL OUTLAY			
EQUIPMENT	$	-	
	$	-	
1-65-51 · PARKS O/S MAINT SALARY & BENEFI			
SALARIES	$	277,018	(5) FT; (1) PT, (4) FT @ 25% from Roadside Mowing
SOCIAL SECURITY	$	21,192	FICA/Medicare 7.65%
RETIREMENT	$	9,178	Employer 3% + match
CLINIC FEE	$	9,802	$1867/FT employee
MEDICAL/DENTAL/VISION	$	104,608	HS A $6575; Med stop loss/adm $16783; claims $81250
LIFE/ADD/LTD	$	2,327	
UNIFORMS	$	3,000	
	$	427,125	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

RECREATION
ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET		DESCRIPTION/NOTES
1-65-52 · PARKS-PURCH & CONTRACTED SVCS			
REPAIR & MAINT-EQUIPMENT	$	7,500	
REP & MAINT VEHICLES	$	3,000	(4) trucks; (3) trailers
R&M -PLAYGROUND EQUIP	$	2,500	
LEASED EQUIPMENT	$	1,200	Portlets
OTHER CONTRACTED SVCS	$	-	
PEST CONTROL	$	1,595	Woodbine 110 Pk $595; Other $1,000
	$	15,795	
1-65-53 · PARKS & O/S SVCS-SUPPLIES			
ELECTRIC	$	84,290	
CELL PHONES	$	725	
WATER & SEWER	$	10,800	
TRASH	$	1,550	
JANITORIAL SUPPLIES	$	1,500	Park paper products, cleaning supplies
SMALL EQUIPMENT	$	3,500	(2) trimmers $650; range & refrigerator $1100, other $1750
FUEL	$	23,000	FY18 actual $21,175
MINOR OPERATING	$	1,000	
	$	126,365	
1-65-54 · PARKS O/S MAINT-CAPITAL OUTLAY			
EQUIPMENT	$	11,700	Deere cap leases- (2) ztrks 11,700;
	$	11,700	
1-70-51 SPECIAL PROGAMS-SALARIES & BENEFITS			
SALARIES	$	43,200	PT employees for Camp (Summer, Thanksgiving, Christmas, Spring Brk)
SOCIAL SECURITY	$	3,305	
	$	46,505	
1-70-52 PURCHASES & CONTRACTED SERVICES			
TRAVEL	$	3,000	Camp field trips & camp p/u CCHS buses
EDUC & TRNG	$	1,500	PT employee training: CPR, AED, First Aid, State Trng
	$	4,500	
1-70-53 · SPECIAL PROGRAMS SUPPLIES			
PROGRAM SUPPLIES	$	6,630	Camp supplies $5,000; Daddy/Daughter Dance $650; Breakfast w/Santa $400; Easter Egg Hunt $580
MEALS	$	20,000	Snacks for camp
	$	26,630	
TOTAL RECREATION	$	2,168,582	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

ST. MARYS AQUATIC CENTER (SMAC) ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET	DESCRIPTION/NOTES
1-68-51 - SALARY & BENEF-SMAC		
SALARIES	185,120	(2) full time; remaining part time
SOCIAL SECURITY	14,162	FICA/Medicare 7.65%
RETIREMENT	4,564	Retirement 3%; Match
CLINIC FEE	3,734	$1867/FT EE
MEDICAL/DENTAL/LIFE	-	
LIFE/ADD/LTD	310	
TOTAL SMAC	207,890	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

MOSQUITO CONTROL ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET	DESCRIPTION/NOTES
1-51-51 · MOSQUITO-SALARIES & BENEFITS		
SALARIES	104,785	(2) FT, (2) PT
SOCIAL SECURITY	8,016	7.65% FICA
RETIREMENT	3,275	3% Retirement + Match
CLINIC FEE	3,890	$1867/FT EE
MEDICAL/DENTAL/VISION	15,082	Med stop loss/admin $2582; Health claims $12500
LIFE/ADD/LTD	500	
OTHER ER BENEFITS	-	
UNIFORMS	600	
	136,147	
1-51-52 · MOSQUITO CTRL-PURCH & CONTR SVC		
PROFESSIONAL	-	
JANITORIAL	-	
REP & MAINT-EQUIPMENT	2,500	Sprayer repair $1600 + other
REP & MAINT-VEHICLES	3,000	(4) trucks
RENTAL EQUIPMENT	-	
ADVERTISING	-	
PRINTING	-	
TRAVEL	500	
DUES	-	
EDUCATION & TRAINING	500	Training for license
LICENSES	100	Pest control controlled pesticides
OTHER CONTRACTED SVCS	-	
	6,600	
1-51-53 · MOSQUITO CONTROL-SUPPLIES		
ELECTRIC	1,560	Paid by CCBOC
TELEPHONE	1,020	Paid by CCBOC
CELL PHONES	995	
CHEMICALS	70,700	(11) totes Pursuit @ $6200, other $2500
FUEL	10,000	Estimate based on FY18 actual
MINOR OPERATINGS	2,500	
	86,775	
1-51-54 · MOSQUITO CONTROL CAPITAL OUTLAY		
VEHICLES	-	
EQUIPMENT	-	
	-	
Total Mosquito Control	229,522	

RIGHT OF WAY MOWING (ROWM) ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET		DESCRIPTION/NOTES
1-42-51 · ROW MOWING-SALARY & BENEFITS			
SALARIES	$	135,930	(4) Full time @ 75%; (2) Part time @ 100%
SOCIAL SECURITY	$	10,399	7.65% Fica
RETIREMENT	$	7,505	3% Retirement + match
CLINIC FEE	$	5,601	$1867/FT ee
MEDICAL/DENTAL/VISION	$	48,171	H S A $2925, Medical alloc. $37500, Stop loss/admin $7746
LIFE/ADD/LTD	$	785	
OTHER ER BENEFITS	$	-	
UNIFORMS	$	1,200	6 employees @ $20/shirt - 10 shirts
Total Salary & Benefits	$	209,591	
1-42-52 · ROW MOWING PURCH & CONTR SVCS			
EQUIPMENT	$	5,000	
VEHICLES	$	3,000	3 vehicles
Total Purchases and Contracted Services	$	8,000	
1-42-53 · ROW MOWING-SUPPLIES			
CELL PHONES	$	480	
JANITORIAL SUPPLIES	$	250	
SMALL EQUIPMENT	$	2,500	
CHEMICALS	$	500	
FUEL	$	22,000	Based on actual FY2018
MNOR OPERATING	$	18,300	Blades, skid plates, hydro oil,
Total Supplies	$	44,030	
1-42-54 · ROW MOWING-CAPITAL OUTLAY			
EQUIPMENT	$	43,483	(2) Dixie Choppers $18973; (2) Deere cap lease tractor/cutter $24510
Total Capital Outlay	$	43,483	
Total Right of Way Mowing	$	305,104	

Note: Salary & Benefits are 75% of employee costs; remaining 25% charged to Parks

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

FACILITY LAWN MAINTENANCE ADOPTED BUDGET FY2019

ACCOUNT	ADOPTED BUDGET	DESCRIPTION/NOTES
1-15-51 · FAC LAWN MAINT - SALARY & BENEF		
SALARIES	53,950	(1) FT, (1) FT @ 75%
SOCIAL SECURITY	4,127	7.65% Fica
RETIREMENT	1,619	3% Retirement + match
CLINIC FEE	3,267	$1867/FT ee
MEDICAL/DENTAL/LIFE	27,039	Med stop loss/admin $5164, claims $21875
LIFE/ADD/LTD	254	
OTHER ER BENEFITS	-	
UNIFORMS	400	2 employees, $20, 10 shirts
	90,656	
1-15-52 · FAC LAWN MAINT - PURCH & CONTR		
REPAIR & MAINT EQUIPMENT	500	
REPAIR & MAINT VEHCILES	350	
	850	
1-15-53 · FAC LAWN MAINT - SUPPLIES		
SMALL EQUIPMENT		
FUEL	3,500	
MINOR OPERATING	1,500	
	5,000	
FAC LAWN MAINT - CAPITAL OUTLAY		
EQUIPMENT	11,000	Scag lawn mower
VEHICLES	-	
	11,000	
Total Facility Lawn Maintenance	107,506	

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

SENIOR CENTER ADOPTED BUDGET

ACCOUNT	ADOPTED BUDGET	DESCRIPTION/NOTES
1-80-51 · SENIOR CENTER SALARIES & BENEFITS		
SALARIES	54,059	(2) FT
SOCIAL SECURITY	4,136	
RETIREMENT	2,620	County 3% + match
CLINIC FEE	3,734	$1867/FT EE
MEDICAL/DENTAL/VISION	30,164	$5164 Admin fee & stop loss; Self-insured alloc. (2 @ $12,500= $2500)
LIFE/ADD/LTD	309	
	95,022	
1-80-52 · SEN-PURCH & CONTRACTED SVCS		
JANITORIAL	9,600	Reimb CCBOC for Southern Charm
REP & MAINT EQUIPMENT	500	
ADVERTISING	500	
TRAVEL	-	
EDUCATION & TRAINING	1,000	Staff training
SENIOR MEALS	39,500	$35,000 Coastal GA CAA; $4,500 monthly meal at restaurant
	51,100	
1-80-53 · SENIOR CENTER SUPPLIES		
ELECTRIC	8,500	Reimb CCBOC for Ga Power
TELEPHONE	1,200	TDS
COMPUTER/DATA PROCESSING	2,150	$900 TDS DSL; Firewall $1250
WATER & SEWER	700	Reimb CCBOC for City of Woodbine
OFFICE SUPPLIES	600	Copy paper, printer cartridges, etc.
JANITORIAL SUPPLIES	600	Reimb CCBOC for janitorial supplies
SMALL EQUIPMENT	2,500	
MINOR OPERATING	7,400	Senior program supplies & field trips
POSTAGE	200	
SENIOR MEALS	600	Suncoast paper products (plates, etc.)
	24,450	
1-80-54 · SENIOR CENTER-CAPITAL OUTLAY		
COMPUTERS	-	
PROPERTY	-	
EQUIPMENT	-	
VEHICLES	-	
FURNITURE & FIXTURES	2,000	ADA door
	2,000	
Total Senior Center Program Budget	172,572	

Note: CRC mini-grant not included - availability determined by CRC at year end

Attachment: PSA ADOPTED BUDGET FY2019 (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

PSA Allocation

FY 18-19 Adopted Budget

Based on Digest			PSA FY18/19 Budget
			$1,638,294
Entity	Digest	Percentage	Based on Digest
St Marys	$595,747,769	36.38%	$596,072
Kingsland	$474,319,949	28.97%	$474,578
Woodbine	$22,418,681	1.37%	$22,431
County	$544,915,773	33.28%	$545,213
Total	$1,637,402,172	100.00%	$1,638,294

Source: Camden County Tax Digest, 2018

Note: Current IGA is based on tax digest.

Based on Population			PSA Budget
			$1,638,294
Entity	Population	Percentage	Based on population
St Marys	17,121	33.89%	$555,287
Kingsland	15,946	31.57%	$517,178
Woodbine	1,412	2.80%	$45,796
County	16,034	31.74%	$520,033
Total	50,513	100.00%	$1,638,294

Source: U.S. Census Bureau, 2010 Census

Attachment: PSA Allocation Methods FY19 Agenda Insert (2364 : Approval Of: PSA FY18-19 Operating Budget & Funding)

Bid Tabulation

Name: Trapping Services
RFP #COK 18-026
Date: Monday, October 15, 2018

COMPANY NAME	TOTAL BID VALUE
GERALD "DARRELL" SHEDD	TRAPPING SERVICES-$400.00 PER WEEK OBSTRUCTION GEO-LOCATION & REMOVAL-$300.00 PER WEEK *TOTAL: $700.00
FIRST COAST WILDLIFE SERVICES	NO BID SUBMITTED

*Services are on an as needed basis. Charges proposed are for all locations where services are required. Per State law traps will need to be checked every day.

Request for Proposal was advertised on the City of Kingsland and GMA websites.

*Request for Proposal was advertised on City of Kingsland and GMA websites.

Attachment: Bid TabulationTrapping Services (2375 : Approval Of: Bid Award for Trapping Services)