



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • AUGUST 26, 2019

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 Donald Belcher, Sr. -
2. Webelos Pack 226 -

III. ROLL CALL

Charles Grayson Day Jr.
Alex Blount
James W Galloway
Michael J McClain
LaMar Stokes

Mayor
Mayor Pro Tem
Councilman
Councilman
Councilman

IV. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
 1. City Council - Regular Meeting - Aug 12, 2019 6:00 PM -
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

V. RECOGNITION

1. Citizen Award -
Ms. Natalie Andrews, recognized by Officer Jason A. Griffith

VI. PRESENTATION

1. FY 2019-2020 Budget Presentation -

VII. GRANTING AUDIENCE TO THE PUBLIC

VIII. OLD BUSINESS

IX. PLANNING AND ZONING

1. Approval Of: Enterprise Zone Incentive - O'Reilly's Auto Parts -

In accordance with the Kingsland Enterprise Zone Ordinance, the City Manager and the City Planning Director submit this incentive program to the council for consideration for the O'Reilly's Auto Parts project in downtown Kingsland. The O'Reilly's site is located within the Kingsland Enterprise Zone and the company has proposed to create the required 5 full-time employees and is a qualified business entity under the requirements of the ordinance. Due to the project and companies capital investment and job creation, the City Manager and Planning Director propose a 50% reduction in building and inspection fees for this project. The applicable fees total \$2,780.43 for a total incentive of \$1,390.22. **Staff recommends approval.**

X. NEW BUSINESS

1. Approval Of: Year 5 and 6 Watershed Monitoring -

Nutter and Associates has submitted the Scope of Work and Budget for Year 6 annual status report and Years 6 and 7 data analysis and project oversight for the Watershed Protection Plan Monitoring, City of Kingsland. The total cost for this services is \$8,550.00. **Staff recommends approval.**

2. Approval Of: Funding to Pay Off Rescue Engine/Pumper 2014 Lease - Mayor Pro Tem Alex Blount

The City has a 12 year lease agreement with BB&T Governmental Finance through the GMA lease program at a rate of 3.74%. Seven more years are remaining with outstanding principal balance at 349,551.74 and remaining interest at \$54,210.86. There is no prepayment penalty.

3. Bid Award: Waste Water Treatment Plant Renovations -

Engineers, Carter & Sloope, recommend low bidder, Sawcross, Inc in the amount of \$3,428,000. This project is budgeted in Water/Sewer operations and SPLOST VII.

4. Approval Of: Appointment to Downtown Development Authority Board -
Councilman LaMar Stokes

XI. MAYOR AND COUNCIL ANNOUNCEMENT

XII. ADJOURNED

Resolution 2019-__
City of Kingsland
Proposed FY 2019-20 Budget

6.1.a

						Variance from FY 18-19 Budget to FY 19-20 Recom'd		Summary of Changes From FY18-19 Budget to FY19-20 Budget
Department	FY 19-20 Requested Budget	FY 19-20 Recomm'd Budget	\$ Increase/ Decrease from Requested Budget	Current Year FY 18-19 Budget	% Change	\$ Increase/ Decrease		
General Fund	General Fund Revenues	\$10,816,114	\$10,816,114	\$0	\$11,076,648	-2.35%	-\$260,534	Contingency of \$321,268 based on tax rate of 8.00 mills. Proposed contingency funds will go back into the fund balance to replace amount used in current year to pay off KDA loan. Tax revenues are based on 4% digest increase due to new construction growth. The rollback rate of 8.094 mills would generate \$100,00 increase in taxes, at 8.00 mills it would generate \$52,000 more than current year. Other increases are in franchise taxes , L.O.S.T., and Insurance premium tax. Decreases in building permits and cash carry forward. Decreases in credit card processing fees, capital outlays, and transfers to KDA (\$677,707). Increases in PSA funding 5.46% (+\$38,905). Allocated \$5,000 for Exit 3 landscaping improvements and \$1,700 towards phase II new City seal implementation. Shared department with water/sewer fund. Revised allocation to 60%/40% split based on IT functions. Overall increase between both funds is \$256 or .09%. Two step increase requested for Computer Support Specialist, 7.5%, with new responsibilities as a Network Administrator. (60%GF/40%WS) Shared department with water/sewer fund. Revised allocation to 60%/40% split based on finance functions. Overall decrease between both funds is \$12,584 or -2.51%. Decrease in salaries for not filling vacancy for one cashier position. (60%GF/40%WS) Overall decrease related to retirement of one employee. One step increase requested for Court clerk due to additional responsibilities. Increase in other costs for fine add-ons based on fines and forfeitures. Increase in salaries to budget at full staff, currently showing 12 vacancies offset by increase in education and training and community partnership programs. Salary increases for new positions based on restructured organizational chart, no increase to overall FTE count and department salaries. Capital outlays include 3 patrol vehicles (\$73,260), 1 admin vehicle (\$22,000), installed vehicle equipment (\$40,00), and new equipment in interview room (\$5,370). Increase in capital outlay to refurbish E-One 75' Aerial Ladder truck (\$385,908), refurbish E-One cyclone pumper (\$222,807), and replacement of cascade system (\$58,000) offset by reduction in overtime, medical clearances, and communications. Increase in salaries to budget full staff, automobile parts, and gasoline offset by a reduction in capital outlays from prior year. Capital outlays include one vehicle (\$22,000), flat bed dump truck (\$62,000),and a 4x4 ATV for grass crew (\$10,000).
	Administration	\$1,105,380	\$1,105,380	\$0	\$1,790,548	-38.27%	-\$685,168	
	Information Technology	\$176,853	\$176,853	\$0	\$266,604	-33.66%	-\$89,751	
	Finance	\$288,494	\$288,494	\$0	\$320,663	-10.03%	-\$32,169	
	Municipal Court	\$446,984	\$446,984	\$0	\$451,948	-1.10%	-\$4,964	
	Police	\$3,131,767	\$3,076,587	-\$55,180	\$3,008,651	2.26%	\$67,936	
General Fund	Fire	\$2,541,057	\$2,566,557	\$25,500	\$2,195,405	16.91%	\$371,152	
	Public Works	\$1,859,408	\$1,834,408	-\$25,000	\$1,920,421	-4.48%	-\$86,013	

Attachment: Council Summary FY 19-20 (2816 : FY 2019-2020 Budget Presentation)

Resolution 2019-__
City of Kingsland
Proposed FY 2019-20 Budget

6.1.a

Department	FY 19-20 Requested Budget	FY 19-20 Recomm'd Budget	\$ Increase/Decrease from Requested Budget	Current Year FY 18-19 Budget	Variance from FY 18-19 Budget to FY 19-20 Recom'd		Summary of Changes From FY18-19 Budget to FY19-20 Budget	
					% Change	\$ Increase/Decrease		
							Overall budget includes: performance raises effective on employee anniversary date for qualifying employees. Up to 2% raise based on performance and years of service; retirement funding 3.4% decrease: health & life insurance no increase in premiums (employer & employee); and health clinic 4.4% increase.	
P&Z	\$596,736	\$559,736	-\$37,000	\$577,543	-3.08%	-\$17,807	Overall decrease in health insurance adjustments, communications, and auto parts. Requesting new hire for GIS Analyst at \$46,000. Capital outlay for one used vehicle at \$17,000.	
Econ. Dev./DDA	\$122,621	\$104,121	-\$18,500	\$118,763	-12.33%	-\$14,642	Overall decrease in contracted services (\$17,000) offset by an increase in mounted Christmas decorations (\$5,000). Requested one more year of festival entertainment at \$15,000 and then DDA will fund future years.	
Fleet Services	\$345,666	\$335,726	-\$9,940	\$284,703	17.92%	\$51,023	Shared department with water/sewer fund based on fleet functions performed for other departments. Overall increase between both funds is \$71,230 or +18.90%. Increase in capital outlays for alignment machine (\$30,000), alignment rack (\$15,000), twin post rack (\$10,995), diagnostic system (\$5,000), and upgrade fuel dispensers at fuel depot (\$12,500). (75%GF/25%WS)	
GF Total Expenditures	\$10,614,966	\$10,494,846	-\$120,120	\$10,935,249	-4.03%	-\$440,403		
Water/Sewer Fund	Revenues for Water/Sewer Fund	\$12,752,339	\$12,752,339	\$0	\$8,374,692	52.27%	\$4,377,647	Contingency of \$327,979; based on current rate structure. Overall increase in GEFA projects for CW \$4.5M and DW \$1.5M offset with cash carry forwad to payoff GEFA loans \$3.5M and SPLOST funding \$2.5M.
	Administration	\$453,288	\$453,288	\$0	\$495,976	-8.61%	-\$42,688	Decrease in salaries & benefits for not filling vacancy in meter reading division and decrease in credit card proccsing fees.
	Information Technology	\$116,755	\$116,755	\$0	\$26,748	336.50%	\$90,007	Shared department with general fund. Revised allocation to 60%/40% split based on IT functions. Overall increase between both funds is \$256 or .09%. Two step increase requested for Computer Support Specialist, 7.5%, with new responsibilities as a Network Administrator. (60%GF/40%WS)
	Finance	\$200,224	\$200,224	\$0	\$180,639	10.84%	\$19,585	Shared department with general fund. Revised allocation to 60%/40% split based on finance functions. Overall decrease between both funds is \$12,584 or -2.51%. Decrease in salaries for not filling vacancy for one cashier position. (60%GF/40%WS)
General Fund	Fleet Services	\$115,777	\$112,465	-\$3,312	\$92,258	21.90%	\$20,207	Shared department with general fund based on fleet functions performed for other departments. Overall increase between both funds is \$71,230 or +18.90%. Increase in capital outlays for alignment machine (\$30,000), alignment rack (\$15,000), twin post rack (\$10,995), diagnostic system (\$5,000), and upgrade fuel dispensers at fuel depot (\$12,500). (75%GF/25%WS)

Attachment: Council Summary FY 19-20 (2816 : FY 2019-2020 Budget Presentation)

Resolution 2019-__
City of Kingsland
Proposed FY 2019-20 Budget

6.1.a

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						% Change	\$ Increase/ Decrease	
Water/Sew	Operations	\$10,875,628	\$11,541,628	\$666,000	\$7,324,802	57.57%	\$4,216,826	Overall budget includes: performance raises effective on employee anniversary date for qualifying employees. Up to 2% raise based on performance and years of service; retirement funding 3.4% decrease: health & life insurance no increase in premiums (employer & employee); and health clinic 4.4% increase.
	Water/Sewer Fund Total Expenses	\$11,761,672	\$12,424,360	\$662,688	\$8,120,423	53.00%	\$4,303,937	Increases in salaries for two new positions, utility line technicians, at \$46,717. Increases in wastewater plant repairs offset by a decrease in tank maintenance contract. Capital outlays for GEFA projects for CW \$4.5M and DW \$1.5M, lift station rehabs \$375,000, 2 aerators & piping at WTP #1 \$300,000, flat bed dump truck \$62,000, water saw \$6,000, and two 3/4 ton pick up trucks with tool box body \$84,000.
Solid Waste	Solid Waste Revenues	\$1,572,010	\$1,572,010	\$0	\$1,443,010	8.94%	\$129,000	Contingency of \$183,979; based on current rate structure. Increase in revenues from cash carry forward for capital outlay purchases (\$500k).
	Expenses	\$1,388,031	\$1,388,031	\$0	\$1,350,870	2.75%	\$37,161	Increase in capital outlay for one rear loader \$210,000 and one side loader \$290,000 offset with a reduction in debt service payments and supplies.
Other Funds	Confiscated Assets Fund	\$40,025	\$40,025	\$0	\$40,025	0.00%	\$0	Based on estimated confiscated assets and remaining CISCO funds.
	Multiple Grant Fund	\$240,569	\$240,569	\$0	\$310,596	-22.55%	-\$70,027	Based on grant awards expected during the fiscal year. Includes LMIG \$215,569 plus 30% match; Safety grant \$16,000; and Health & Wellness grant \$9,000.
	CVB Fund (Tourism)	\$843,695	\$843,695	\$0	\$1,010,044	-16.47%	-\$166,349	Revenues are based at 44% of estimated Hotel/motel tax revenues \$440,000, cash carry forward \$382,000, merchandise sales, & County HMT Share \$18k. Board approved unfreezing FT sales manager position, \$33,280.
	Hotel/Motel Tax Fund	\$1,000,000	\$1,000,000	\$0	\$1,000,000	0.00%	\$0	Based on estimated hotel/motel tax revenues.
	Downtown Development Authority Fund	\$68,899	\$68,899	\$0	\$55,336	24.51%	\$13,563	Funded by DDA fundraising events. All expenses paid directly from the DDA checking account. Cash carry forward \$44,269.
	Georgia Gateway Community Improvement District	\$10,802	\$10,802	\$0	\$11,500	100.00%	-\$698	Special Revenue Fund used to account for the component unit whose purpose is to account for the activities of the community improvement district. Budgeted funds represent tax revenues generated within the district based on 10 mills.
	Tax Allocation District #1	\$1,331	\$1,331	\$0	\$1,724	100.00%	-\$393	Special Revenue Fund used to account for incremental tax generated for Kingsland TAD #1. Budgeted funds represent incremental tax from the certified base.

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Resolution 2019-__
City of Kingsland
Proposed FY 2019-20 Budget

6.1.a

Variance from FY 18-19 Budget to FY 19-20 Recom'd									Summary of Changes From FY18-19 Budget to FY19-20 Budget
Department		FY 19-20 Requested Budget	FY 19-20 Recomm'd Budget	\$ Increase/ Decrease from Requested Budget	Current Year FY 18-19 Budget	% Change	\$ Increase/ Decrease	Overall budget includes: performance raises effective on employee anniversary date for qualifying employees. Up to 2% raise based on performance and years of service; retirement funding 3.4% decrease: health & life insurance no increase in premiums (employer & employee); and health clinic 4.4% increase.	
Other Funds	Kingsland Development Authority	\$29,493	\$29,493	\$0	\$707,707	-95.83%	-\$678,214	Special Revenue Fund used to account for the blended component unit whose purpose is to finance construction of City's public buildings. Decrease related to paying off KDA loan in current year.	
	SPLOST Fund #7	\$3,521,749	\$3,521,749	\$0	\$2,119,703	66.14%	\$1,402,046	Based on funds remaining for projects outlined in the SPLOST VII agreement, total amount is cash carry forward (revenues ended June 2019). LMIG resurfacing matches \$171,848; Drainage projects \$275,000; Road projects \$357,869; W/S infrastructure \$2,717,032.	
	SPLOST Fund #8	\$1,755,500	\$1,755,500	\$0	\$0	100.00%	\$1,755,500	Based on SPLOST VIII revenues beginning with July 2019 collections. Reflects 3 months carry forward (July-Sept 2019) and 12 months FY19-20 at a rate of 65% of Kingsland's share until County Tier 2 projects are fully funded.	
	General Debt Service	\$178,763	\$178,763	\$0	\$872,687	-79.52%	-\$693,924	Based on current lease payments for governmental funds. Decrease related to paying off KDA loan in current year.	
	Debt Service Revenue Bond	\$170,000	\$170,000	\$0	\$170,000		\$0	17% of the hotel/motel tax is accounted here for the bond payment of the welcome center.	
					Mayor				
	C. Grayson Day, Jr.				(Print Title)				
The undersigned hereby certifies that he or she is the Clerk of the City of Kingsland, Georgia and that the foregoing is a true copy of the Resolution adopted by the governing body of the City at a meeting duly held on the <u>23rd of September 2019</u> , at which a quorum was present and acting throughout, and that the same has not been rescinded or modified and is now effective day of the new fiscal year, <u>October 1st, 2019 through September 30, 2020</u> . Given under the seal of the City, this _____, 2019.									
	(SEAL)								
					City Clerk				

Attachment: Council Summary FY 19-20 (2816 : FY 2019-2020 Budget Presentation)

**CITY OF KINGSLAND
ORDINANCE # 2009-01**

KINGSLAND ENTERPRISE ZONE DESIGNATION

WHEREAS, THE CITY OF KINGSLAND, GEORGIA, DESIRES TO CREATE THE PROPER ECONOMIC AND SOCIAL ENVIRONMENT TO INDUCE THE INVESTMENT OF PRIVATE RESOURCES IN PRODUCTIVE BUSINESS ENTERPRISES AND SERVICE ENTERPRISES, LOCATED IN AN AREA MEETING CRITERIA ESTABLISHED UNDER AND SET FORTH IN TITLE 36, CHAPTER 88 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED AND SUBSEQUENTLY AMENDED, KNOWN AS THE ENTERPRISE ZONE EMPLOYMENT ACT OF 1997 FOR THE STATE OF GEORGIA AS SET FORTH IN GEORGIA STATUTES ANNOTATED, HEREINAFTER REFERRED TO AS THE ACT, AND TO PROVIDE EMPLOYMENT TO RESIDENTS OF SUCH AREA;

NOW, THEREFORE, THE MAYOR AND COUNCIL OF KINGSLAND, GEORGIA HEREBY ORDAINS:

SECTION 1

In the geographic area known as the Kingsland Enterprise Zone and as herein described in Exhibit A, a copy of which is attached hereto and hereby incorporated by reference, in compliance with O.C.G.A. 36-88-6 and as subsequently amended, the following findings are made:

SECTION 2

That the City finds the area meets the qualification of the Act by:

1. **Pervasive Poverty**

The Enterprise Zone is located in portions of Census Tract 103, Block Group 2. Within the census block group, the percent of the total population below the poverty level is 21%. The Enterprise Zone Employment Act specifies that there must be an income to poverty rate of less than 1.0 for 20% of the nominated area. According to the 2000 Census, the ratio of income in 1999 to poverty level for the census block group shows that only 11.44 % of the residents have an income to poverty ratio of less than 1.0. The area does not meet the qualifications for this component of the designation criteria.

2. **Underdevelopment**

The Building Inspection Office of the City of Kingsland Community Planning and Development Department has amassed data showing that over the past five years there have been less building permits and land disturbance permits issued, and that the department collects less development fees, capital recovery fees, and other similar fees from the area. This indicates that the level of development in the nominated area is lower than the development activity within the local governing body's jurisdiction overall. The Business License Division of the City of Kingsland Community Planning and Development Department has amassed data that shows that there are less business license fees collected within the nominated area than within the local governing body's

jurisdiction overall. The area meets the qualifications for this component of the designation criteria.

3. General Distress

The Kingsland Enterprise Zone area suffers from general distress and adverse conditions as evidenced from the data collected in the Kingsland Urban Redevelopment Plan dated January 2009, which Plan is included herein by reference. There are many abandoned, dilapidated and obsolete buildings within the nominated area, both commercial and residential. Vacant and declining properties throughout the area, continually threaten viability and stability. The area suffers from neglect and for the most part is simply worn, outdated and incompatible with today's consumer demands. It is an area that has lost its social vitality and has become, in some places, a haven for crime problems. The area meets the qualifications for this component of the designation criteria.

4. General Blight

The entire Enterprise Zone area is included in an urban redevelopment area as defined by paragraph (20) of Code Section 36-61-2. An urban redevelopment plan for the area was adopted by Kingsland City Council according to the requirement of Chapter 61 of Title 36 of the Official Code of Georgia. In accordance with the Urban Redevelopment Act, a resolution has been passed that recognizes a blighting influence in certain buildings in the area and in the community. The area meets the qualifications for this component of the designation criteria.

5. Unemployment

According to the November 2008 updated edition of the Camden County, Georgia Area Labor Profile from the Georgia Department of Labor, the unemployment rate for Camden County is 3.6%. According to the Department of Labor, the unemployment rate for the State of Georgia 7.0%. The area does not meet the qualifications for this component of the designation criteria.

SECTION 3

Based upon the findings of fact set forth in Section 1 of this ordinance, the Council finds that the area meets three of the five criteria necessary for designation as an Enterprise Zone in accordance with the Enterprise Zone Employment Act.

SECTION 4

In order to alleviate the above conditions the Council hereby designates the area described in Exhibit A, attached herein and incorporated by reference herein, as an Enterprise Zone to be known as the "Kingsland Enterprise Zone".

SECTION 5

The City shall be the authorized agency to act in all matters pertaining to the enterprise zones and reserves the power to grant the incentives listed below to qualifying businesses or qualifying service enterprises in accordance with the authorization granted local governments in the administration of the enterprise zone in the Enterprise Zone Employment Act.

SECTION 6

The Council shall exempt any Qualifying Business Enterprise or Qualifying Service Enterprise as defined in O.C.G.A. § 36-88-3 from municipal ad valorem property taxes (excluding property taxes imposed by school districts) in an amount not to exceed those set forth in section (a) of O.C.G.A. § 36-88-8, as may be subsequently amended, provided said Qualifying Business or Service Enterprises meet the qualifying criteria outlined in O.C.G.A. § 36-88-4 and in accordance with the following schedule

- i. One hundred percent abatement of post assessed rehabilitation property taxes shall be exempt for the first five years.
- ii. Eighty percent of post assessed rehabilitation property taxes will be exempt for year six.
- iii. Sixty percent of post assessed rehabilitation property taxes will be exempt for year seven.
- iv. Forty percent of post assessed rehabilitation property taxes will be exempt for year eight.
- v. Twenty percent of post assessed rehabilitation property taxes will be exempt for year nine.
- vi. Zero percent abatement will begin at year ten.

City of Kingsland - Enterprise Zone – Tax Exemption Schedule									
Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
100%	100%	100%	100%	100%	80%	60%	40%	20%	0%
<i>* Property taxes based upon pre-rehabilitation assessment</i>									

SECTION 7

The Council may grant other incentives, as provided by O.C.G.A. § 36-88-7 and O.C.G.A. § 36-88-9 and as may be subsequently amended from time to time. Such incentives will be negotiated by the Mayor and Council on a case-by-case and may include, but not limited to, exemptions from any or all the following: occupation taxes, regulatory fees, building inspection fees, and other fees that would otherwise have been imposed on qualifying businesses or service enterprises.

The Council may make determinations of eligibility for each qualifying business or service enterprise based on the quality and quantity of such additional economic stimulus as may be

created within the City of Kingsland. That qualifying business or service enterprises shall be defined a "Business enterprise" meaning retail, manufacturing, warehousing & distribution, processing, telecommunications, tourism, research & development, new residential construction and rehabilitation. "Service enterprise" means finance, insurance, or real estate activities.

Criteria for consideration may include but not limited to the following:

- a.) The value of the business to the economic health and well being of Kingsland and its citizens;
- b.) Capital investment or reinvestment by the business equal to or greater than the amount of ad valorem tax abated over the first five years of the tax incentive;
- c.) Locating in a vacant or historic building;
- d.) Demolishing an obsolete, abandoned and/or deteriorating pre-existing structure;
- e.) Enhancing the area by incorporating elements such as significant landscaping, area-compatible façade materials and exclusion of billboards on premises;
- f.) Assembling multiple tracts of land for one project;
- g.) Creating jobs above the state threshold; and
- h.) Creating jobs for residents of the Enterprise Zone and surrounding area.

SECTION 8

The Council further directs and designates the Economic Development Director for the City of Kingsland to serve as liaison for communication with the Georgia Department of Community Affairs, the Georgia Department of Economic Development; the business community; and all others to oversee enterprise zone activities and administration, and communication with qualified businesses and qualified service enterprises as outlined in this ordinance.

SECTION 9

The Council has the power to administer, require, and enforce compliance with the provisions of the ordinance and such administrative rules or regulations adopted hereinafter by way of resolution including, but not limited, to reports and data information from businesses within the enterprise zone to verify compliance with this ordinance and state law.

That the qualifying business shall consent to enter into a contractual agreement that outlines the incentives offered to the business and a guideline for the recapture, revocation, or reimbursement should the terms of the contract be violated by the target qualifying business or service enterprise.

The Council hereby ordains and declares that upon designation of the area as an enterprise zone, the Government may provide other incentives, as provided by O.C.G.A. 36-88-7 and 36-88-9 and as may be subsequently amended from time to time. Such incentives will be negotiated by the Mayor and council on a case-by-case basis and may include, but not limited to, exemptions from any or all of the following: occupation taxes, regulatory fees, building inspection fees, and other fees that would otherwise have been imposed on a qualifying business.

The Council may make determinations of eligibility for each business or service enterprise based on the quality and quantity of such additional economic stimulus as may be created within the City of Kingsland. Criteria for consideration may include, but not be limited to the following:

- a.) The value of the business to the economic health and well being of Kingsland and its citizens;
- b.) Capital investment or reinvestment by the business equal to or greater than the amount of ad valorem tax abated over the first five years of the tax incentive;
- c.) Locating in a vacant or historic building;
- d.) Demolishing a dilapidated or deteriorating pre-existing structure;
- e.) Enhancing the area by incorporating elements such as significant landscaping, area-compatible façade materials, and exclusion of billboards on premises;
- f.) Assembling multiple tracts of land for one project;
- g.) Creating jobs above the state threshold;
- h.) Creating jobs for residents of the Enterprise Zone and surrounding area;

SECTION 10

All development in the Enterprise Zone which is deemed eligible for tax incentives should be initiated and developed by "qualifying business" or "qualifying service" enterprises which meet the criteria established herein. (O.C.G.A. § 36-88-8). Criteria established for the enterprise includes that the qualifying business provides "economic stimulus" with sufficient quantity and quality by:

1. Creation of (5) fulltime jobs.
2. When possible, 10% of new employees shall be low-and moderate income individuals, or;
3. Exemptions apply to ANY entity within the zone, for either residential and/or rehab of an existing structure where value of improvements is greater than 500% of land value,

SECTION 11

This ordinance shall take effect immediately upon adoption by the City. In the event of a conflict between the provision of this and the "Enterprise Employment Zone Act of 1997" (the "Act"), the provision of the Act shall be controlling.

This Enterprise Zone Ordinance was introduced at the regular meeting of the City of Kingsland, Georgia held on the 12th day of Jan, 2009 and adopted at said meeting by an affirmative vote of 4 members of said city.

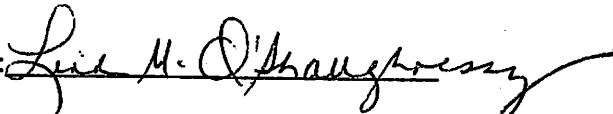
Mayor Kenneth E. Smith, Sr.	voting _____
Councilman Alex Blount	voting <u>yes</u>
Councilman Clarence Knight	voting <u>yes</u>
Councilman Don Mounsey	voting <u>yes</u>
Councilwoman Nancy Stasinis	voting <u>yes</u>

ORDINANCE #2009-01

Passed and adopted this 12th day of January, 2009.

BY: 

Kenneth E. Smith, Sr., Mayor

ATTEST: 
Linda M. O'Shaughnessy, City Clerk



The City of Kingsland, GA
 107 South Lee Street
 P.O. Box 250
 Kingsland, GA 31548
 Ph: 912-729-5613
 Fax: 912-729-7618

August 16, 2019

TO: Mayor and City Council Members

FROM: Lee Spell, City Manager
Scott L. Kimball, Planning Director

RE: Kingsland Enterprise Zone Ordinance
O'Reilly's Auto Part Store

In accordance with the Kingsland Enterprise Zone Ordinance, the City Manager and the City Planning and Development Office submit (see below) the following incentive program to the council for consideration for the O'Reilly's project in downtown Kingsland. The O'Reilly's site is located within the Kingsland Enterprise Zone and the company has proposed to create the required 5 full-time employees and is a qualified business entity under the requirements of the ordinance.

- 1) Due to the project and companies' capital investment and job creation, the City Manager and Community Planning and Development propose a 50% reduction of building and inspection fees for the project.

I have attached the original the original adopted Kingsland Enterprise Zone Ordinance for reference.

Attachment: Enterprise Zone Letter (2817 : Approval Of: Enterprise Zone Incentive - O'Reilly's Auto Parts)



360 Hawthorne Lane
Athens, GA 30606-2152
P (706) 354-7925
F (706) 354-7928
www.NutterInc.com

August 16, 2019

Lee Spell, City Manager
City of Kingsland
107 South Lee St.
Kingsland, GA 31548

Subject: Scope of Work and Budget, Year 5 annual status report and Years 5 and 6 data analysis and project oversight for the Watershed Protection Plan Monitoring, City of Kingsland, Proposal No. 19-117.

Dear Lee:

Nutter & Associates (NAI) is pleased to submit this Scope of Work (SOW) and budget to prepare the Year 5 (2019) annual status report and complete the Year 5 and Year 6 (2020) data analysis and project oversight pursuant to the approved February 2012 Watershed Protection Plan (WPP). Based upon a request from the Georgia Environmental Protection Division (EPD), all WPP monitoring will be conducted on a calendar year basis. To convert the city's WPP implementation to a calendar year basis, NAI has developed a cost proposal for the water quality monitoring data analysis and project oversight for the remainder of the Year 5 and all of Year 6 to complete the WPP implementation. All water quality monitoring data from January to December 2019 will be summarized in the Year 5 annual status report, which will be submitted to the EPD by June 30, 2020. This SOW includes:

- Data analysis, management, and project oversight for one dry weather and two bacteriological sampling events conducted by city personnel during Year 5;
- Data analysis, management, and project oversight for three dry, one wet, and two bacteriological sampling events conducted by city personnel during Year 6; and,
- Preparation of the annual status report that summarizes data collected during the entire Year 5 monitoring year (due no later than June 30, 2020).

This SOW does not include the collection of dry or wet weather and bacteriological sampling, water quality laboratory analysis, or the cost of preparing a report summarizing data collected during the 2020 monitoring year. The task of conducting the dry and wet weather and bacteriological sampling and all water quality laboratory analysis will be the responsibility of the Kingsland personnel. An annual status report detailing the results of data collected during 2020 will be included with the Year 7 (2021) SOW.

As a part of the Georgia Environmental Protection Division (EPD) WPP guidance, as presented in the city's WPP, water quality and bacteriological monitoring are required annually at six stations, while biological monitoring (macroinvertebrates only) is required two years out of every five-year period at two stations. Bioassessments were conducted during the previous monitoring period and are not included as part of this Scope of Work. The next biological

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sampling event is to be completed in Year 7 (2021). The attached Figure 1 presents the location of the six monitoring stations. A breakdown of the WPP monitoring requirements are included below.

Watershed Protection Plan Monitoring Requirement	Monitoring Year			
	Year 5: 2019	Year 6: 2020	Year 7: 2021	Year 8: 2022
Water Quality (6 Stations)				
3 dry weather & 1 wet weather event	✓	✓	✓	✓
2 bacteriological geometric mean determinations (8 individual sample events)	✓	✓	✓	✓
Biological Monitoring (2 Stations)				
Benthic macroinvertebrate communities			✓	
Annual Report (due June 30)	✓	✓	✓	✓

For your benefit, below is a summary of the required effort in implementing the WPP monitoring and annual status report for both the City and NAI.

Water Quality Sampling

Dry and wet weather and bacteriological monitoring events and associated laboratory analysis will be the responsibility of Kingsland personnel. Dry weather water quality events will be collected as grab samples and should occur at least 60 days apart. The suggested criterion for dry weather events is a period of at least 72 hours since the last rainfall of 0.1 inches or greater. *In-situ* water quality measurements, including water and air temperature, dissolved oxygen (percent saturation and mg/L), pH, salinity, and specific conductivity, will be conducted in conjunction with each dry, wet, and bacteriological water quality grab sample event.

Wet weather water quality sampling will also be the responsibility of Kingsland personnel. In accordance with EPD criteria, wet weather water quality samples will be conducted as a single grab sample collect during the early rising limb of the hydrograph of a storm event with total precipitation of at least 0.2 inches. The beginning of the storm event sampling will occur at least 72 hours after the previous storm event. *In-situ* water quality measurements will be measured for each grab sample collected during the wet weather water quality event. When possible, wet weather events will be conducted during summer months (May to October) to assess water quality during "critical conditions" (low flow, high temperature). However, due to unpredictable timing, duration, and intensity associated with convective storms that are typical during summer months in the Kingsland area, sampling during critical conditions may not be possible.

The City of Kingsland will be responsible for the collection of the two bacteriological geometric mean sample events (consisting of eight individual samples). Georgia EPD requires that bacteriological density data for fecal coliform and *Escherichia coli* (*E. coli*) or *Enterococcus* bacteria be collected as a geometric mean based on at least four samples collected within a 30-

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day period at intervals not less than 24 hours. A minimum of two geometric means are required for the period from May to October. Samples will be collected on a regular schedule on the same day of the week over a four-week period (i.e., every Monday for four weeks) regardless of the weather conditions. *In-situ* water quality measurements will be conducted in conjunction with each bacteriological grab sample event. In accordance with EPD protocols, all water quality stations on the attached Figure 1 will be sampled for fecal coliform. Tidally influenced stations shall be sampled for *Enterococcus* (stations HC01, CR02, LCC01, and MC01) while the remaining stations shall be sampled for *E. coli* (stations CB01 and GB01) (Figure 1).

Annual Status Report

An annual status report, which summarizes the results of the water quality monitoring from Year 5 will be submitted to the GA EPD no later than June 30, 2020. In accordance with WPP guidance, the report will be submitted along with a signed and dated certification statement from the city. The report will provide a brief summary and evaluation of best management practices (BMPs) implemented in accordance with the WPP. Additionally, the report will include applicable location maps for each monitoring station and a summary of pertinent information for each station such as station ID and name, GPS coordinates, Ecoregion, and the type of monitoring required for each site (i.e., water quality only or biological and water quality). A brief discussion summarizing the analytical and physiochemical monitoring and comparison of the water quality results to the State of Georgia water quality standards will also be included in the status report. The sample results from Year 5 monitoring period will also be compared to previous monitoring years to determine long-term water quality trends within the Kingsland area. Finally, the report will include any proposed changes to the city's WPP. A hardcopy and electronic version of the assessment report will be provided to GA EPD along with field and laboratory datasheets. All *in-situ* and analytical water quality data will also be reported and sent to EPD utilizing the updated Watershed Assessment Data Template.

Schedule

The first and second dry weather water quality monitoring events were completed by city personnel in January and April and the wet weather event was completed in March 2019. For the remainder of the Year 5 monitoring period, city personnel will be responsible for completing the final dry weather event in August 2019 and the two rounds of bacteriological sampling. The first round of bacteriological sampling (4 individual samples) will be conducted in August 2018 and the second round will be conducted in October 2018. The Year 5 annual status report will be submitted to GA EPD no later than June 30, 2020 following review and approval by the City. The table below presents the proposed calendar year schedule for fieldwork, sampling, and report preparation for the City of Kingsland WPP long-term monitoring.

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Monitoring Requirement	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
Water Quality¹												
Dry Weather Event #1												
Dry Weather Event #2												
Dry Weather Event #3												
Wet Weather Event #1												
Bacteriological¹												
Geometric Mean #1												
Geometric Mean #2												
Reporting²												

¹Water quality and bacteria sampling will be conducted annually.

²Annual status reports will be completed annually and submitted to GAEPD no later than June 30th.

Budget

The annual not-to-exceed cost to complete the remainder of the Year 5 monitoring and associated data analysis and management is \$1,480. For the Year 6 monitoring period, the cost to conduct the water quality data analysis and management and preparation of the 2019 annual status report is \$7,070. All external laboratory costs associated with water quality and bacteriological sample analysis will be the responsibility of the City. The costs detailed below will include work to be completed for the remainder of the Year 5 and all of Year 6 monitoring only. A cost breakdown per task is provided below.

Task	Cost
Year 5 (July to December 2019)	
Data Assessment & Management	\$1,480
Year 6 (2020)	
Data Assessment & Management	\$2,320
Year 5 Report (Due June 30, 2020)	4,750
TOTAL COST	\$8,550

Return of the signed professional services contract to NAI serves as your acceptance of this proposal and the terms of service and authorizes us to begin work. Please see the Professional Services Contract page for Billing Terms. A purchase order may be issued in lieu of the Professional Services Contract. If the scope of work changes during the course of the monitoring period, we will request authorization before proceeding.

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Time Line

Following approval of this SOW and budget, we will begin the coordinating implementation of the WPP with City of Kingsland personnel. Nutter & Associates is pleased to provide the City of Kingsland with this Scope of Work and budget for implementation of the Watershed Protection Plan monitoring. If you have any questions, please do not hesitate to contact us.

Sincerely,

NUTTER & ASSOCIATES, INC.



Erin M. Harris, CPESC, CPSS, PWS
Project Scientist I



Tony S. Greco, PWS
Principal, Project Scientist II

Enclosures

Attachment: SOW_Kingsland Year 5 and 6_August 16 2019 (2818 : Approval Of: Year 5 and 6 Watershed Monitoring)

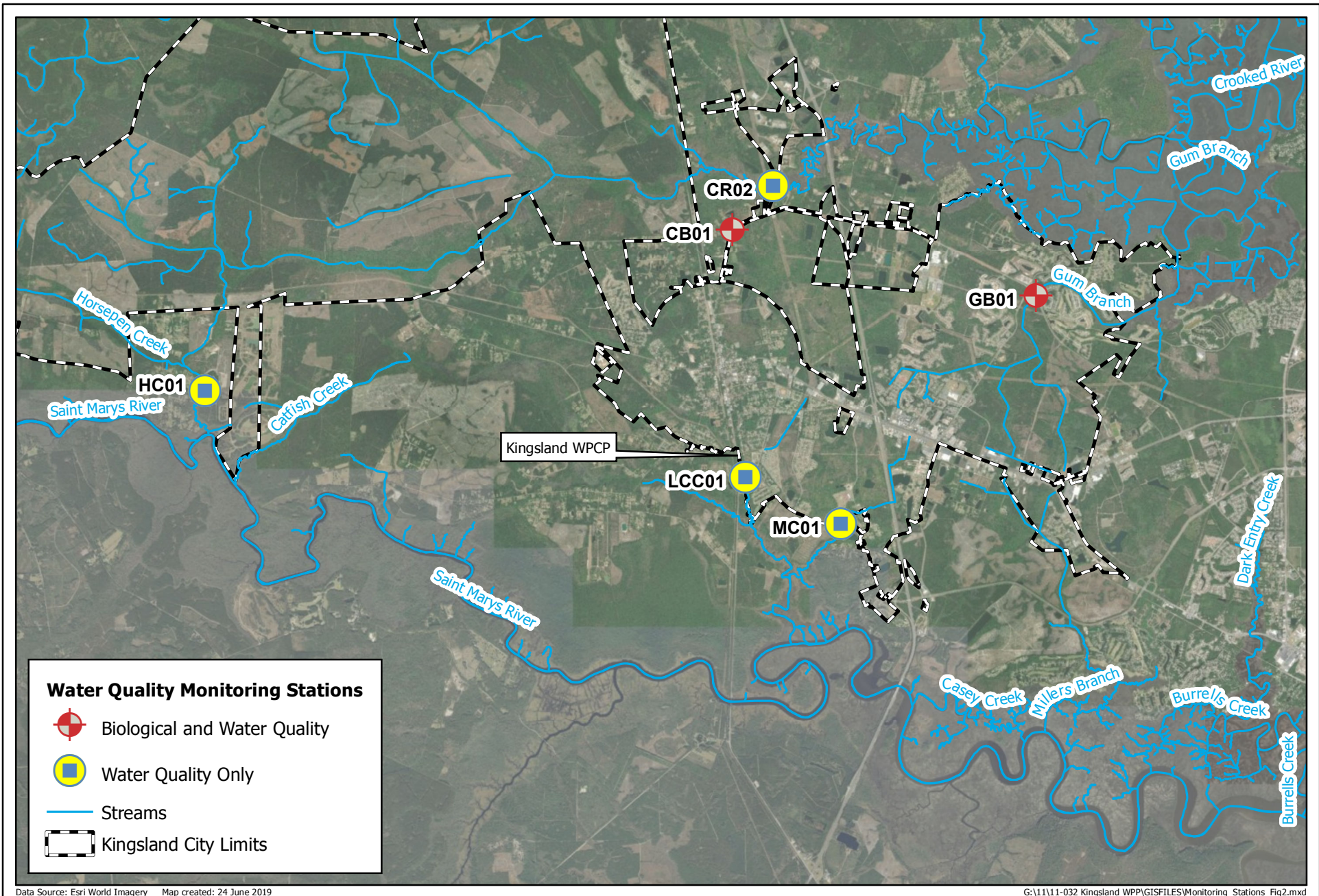


Figure 1. Locations of water quality monitoring stations, Kingsland Watershed Protection Plan.

0 0.5 1 2 Miles



Professional Services Contract

OFFICE USE ONLY:

Project Number

Date

Project Name

Description of Services

Cost of Services*

Invoice Format

Billing Frequency

CLIENT USE:

Purchase Order #
(If applicable)

Bill to Information

Company Name:

Address:

Contact Information

Name:

Office #:

Cell #:

Email:

Remit Invoice to**
(If different from Contact)

Name:

Email:

If hard copy of invoice is required, please include mailing address

Client hereby acknowledges that this Proposal is provided subject to the general terms and conditions set out on the reverse side of this Proposal (the "Terms and Conditions"), which are hereby incorporated as a part of this Proposal. Client's acceptance of this Proposal shall be deemed an acceptance of the Terms and Conditions.

Authorized by:

Signature

Authorized Name

*This price is good for 6 months from the scope date.

**If applicable, please notify your NAI point of contact with special billing instructions.

Attachment: SOW_Kingsland Year 5 and 6_August 16 2019 (2818 : Approval Of: Year 5 and 6 Watershed Monitoring)

TERMS AND CONDITIONS

Client hereby accepts the following general terms and conditions ("Terms and Conditions") applicable to Nutter & Associates, Inc.'s performance of the services described in the attached Proposal (the "Services"):

1. Payment Terms. Client shall pay all amounts due to Nutter & Associates, Inc. ("Nutter & Associates") upon receipt of each invoice from Nutter & Associates. Any amounts not paid by Client within thirty (30) days of the date of such invoices shall accrue interest at a rate of one and one half percent (1.5%) per month until such time as such amounts are paid in full. Client shall be responsible for all reasonable attorney's fees incurred by Nutter & Associates in connection with the collection of any amounts properly due and payable to Nutter & Associates in accordance with the terms of the Proposal and these Terms and Conditions.

2. Performance Standard. Nutter & Associates shall perform the Services using the care and skill ordinarily exercised by organizations performing services in the fields of soil and hydrologic evaluation, ecosystem evaluation and land treatment in the same or similar locality as the location where the Services are rendered. Client hereby acknowledges that Nutter & Associates makes no other representation or warranty with respect to the Services. Client further acknowledges that any oral or written reports furnished by Nutter & Associates shall not be construed as any representation or warranty with respect to the Services. NUTTER & ASSOCIATES HEREBY EXPRESSLY DISCLAIMS ANY IMPLIED WARRANTIES WITH RESPECT TO THE SERVICES, INCLUDING, WITHOUT LIMITATION, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

3. Limitation of Liability. Client hereby agrees that Nutter & Associates' total aggregate liability for any damages incurred by Client in connection with Nutter & Associates' performance of or failure to perform the Services shall not exceed the greater of (i) Fifty Thousand and No/100 Dollars (\$50,000.00) or (ii) Nutter & Associates total fee for the Services. IN NO EVENT SHALL NUTTER & ASSOCIATES BE LIABLE FOR ANY INDIRECT, INCIDENTAL CONSEQUENTIAL, PUNITIVE OR RELIANCE DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, SAVINGS OR REVENUES OR INCREASED COST OF OPERATIONS, REGARDLESS AS TO THE NATURE OF CLIENT'S CLAIM AGAINST NUTTER & ASSOCIATES.

4. Insurance Coverage. Nutter & Associates shall maintain the following insurance coverages during the period in which the Services are performed: (i) worker's compensation and employer's liability insurance coverage with coverage limits which conform to the requirements of applicable law; (ii) comprehensive general liability insurance coverage on an occurrence basis in an amount not less than \$1,000,000.00 per claim with an aggregate limit of not less than \$2,000,000.00; and (iii) automobile liability insurance coverage for both bodily injury and property damage with a combined single limit of \$1,000,000.00. Nutter & Associates shall provide Client with a certificate of insurance evidencing the aforementioned insurance coverages upon request by Client.

5. Damage to Man-Made Objects. Client shall be responsible for disclosing the presence and accurate location of all underground or otherwise hidden man-made objects which might interfere with field tests or boring to be performed by Nutter & Associates as part of the Services. Client hereby agrees to indemnify and hold Nutter & Associates harmless from and against all claims, suits, losses,

personal injury, death and damage to property ("Indemnified Claims") resulting from unusual subsurface conditions or damage to subsurface structures or objects owned by client or any third parties in connection with Nutter & Associates' performance of the Services where such unusual subsurface conditions or the presence of such subsurface structures or objects are not disclosed by Client to Nutter & Associates in writing prior to the performance of the Services. Client's obligation to indemnify Nutter & Associates in accordance with this Section 5 shall include all expenses incurred by Nutter & Associates in connection with Indemnified Claims, including, without limitation, Nutter & Associates' reasonable attorney's fees.

6. Damage to Work in Place. Client hereby acknowledges that there is the possibility of the occurrence of certain events or conditions which may affect work performed by Nutter & Associates as part of the Services ("Work in Place") and which are outside of the control of Nutter & Associates. Client further acknowledges and agrees that the occurrence of any of the following events and conditions shall not obligate Nutter & Associates to re-perform or replace any Work in Place:

(a) The occurrence of either natural (including, without limitation, weather events) or unnatural (including, without limitation, upstream discharges) events which cause damage to Work in Place, including, but not limited to: (i) failure of any structures installed as part of the Work in Place; (ii) the erosion of or failure of any stream banks; (iii) the erosion or displacement of existing or planted vegetation within stream channels, riparian valleys or riparian zones; or (iv) wind damage to existing or planted vegetation within stream channels, riparian valleys or riparian zones;

(b) The occurrence of either natural (including, without limitation, weather events) or unnatural (including, without limitation, upstream discharges) which cause physical modification of any stream channels;

(c) The cutting and/or removal of either existing vegetation or vegetation planted by Nutter & Associates within the stream channel, riparian zone or riparian valley adjacent to or upstream from the Work in Place; and

(d) Drought conditions which inhibit or permanently damage the vegetative success of vegetation.

In the event any Work in Place is damaged or destroyed as a result of the occurrence of any of the aforementioned events or conditions, Client may request that Nutter & Associates perform such work as may be necessary to correct such damage or destruction. Nutter & Associates shall provide Client with a new proposal for the performance of such work, and Client may but shall not be obligated to engaged Nutter & Associates to perform such work in accordance with the terms of the new proposal.

7. Governing Law. The Proposal and these Terms and Conditions shall be governed by the laws of the State of Georgia.

8. Entire Agreement. The Proposal and these Terms and Conditions constitute the entire agreement between Nutter & Associates and Client with respect to the Services. The Proposal and these Terms and Conditions supersede all prior agreements, proposals, representations, statements or understandings, whether written or oral concerning the Services.

9. Binding Effect. The Proposal and these Terms and Conditions shall be binding upon any successors and assigns of Nutter & Associates and Client.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Nutter & Associates

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☒ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

360 Hawthorne Lane

6 City, state, and ZIP code

Athens, GA 30606-2152

Requester's name and address (optional)

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				
--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

5	8	-	2	3	7	3	8	3	6
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Bob Horgis

Date ► 1/1/2019

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CERTIFICATE OF LIABILITY INSURANCE

10.1.a
DATE (MM/DD/YYYY)
01/01/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Chastain & Associates Insurance P.O. Box 1908 Athens GA 30603		CONTACT NAME: Megan Carrion PHONE (A/C, No, Ext): (706) 543-2575 E-MAIL ADDRESS: mcarrion@chastain-assoc.com FAX (A/C, No): (706) 543-4847	
INSURED Nutter & Associates, Inc. 360 Hawthorne Lane Athens GA 30606		INSURER(S) AFFORDING COVERAGE INSURER A: National Fire INSURER B: General Reinsurance Corporation INSURER C: Continental Casualty INSURER D: INSURER E: INSURER F:	
		NAIC # 20478 22039 20443	

COVERAGES **CERTIFICATE NUMBER:** CL188225943 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			B1062114411	08/01/2018	08/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			ACV102002415	08/01/2018	08/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED RETENTION \$			B2088881623	08/01/2018	08/01/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N ☒ N	N / A		WC425931825	08/01/2018	08/01/2019	☒ PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Employee Dishonesty			B1062114411	08/01/2018	08/01/2019	\$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



CERTIFICATE OF LIABILITY INSURANCE

10.1.a
DATE (MM/DD/YYYY)
01/01/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Chastain & Associates Insurance P.O. Box 1908 Athens GA 30603		CONTACT NAME: Megan Carrion PHONE (A/C, No, Ext): (706) 543-2575 FAX (A/C, No): (706) 543-4847 E-MAIL ADDRESS: mcarrion@chastain-assoc.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: One Beacon Environmental	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL188225946 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB DED ☐ RETENTION \$ ☐						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☐ N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	Professional Liability			7930036090003	08/01/2018	08/01/2019	Each Claim Aggregate Limit- Claims Made \$2,000,000 \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Carter & Sloope
CONSULTING ENGINEERS

August 20, 2019

Mr. Lee Spell
City of Kingsland
107 South Lee St
Kingsland, GA 31548

SUBJECT: Recommendation of Award
2017 GEFA CWSRF – WWTF Renovations
C&S File: K5000.120
GEFA CWSRF No.: 2017047

Mr. Spell:

As you are aware, bids were received and opened for the above subject project on Thursday, August 15th, 2019. A total of five (5) proposals were received, and Sawcross, Inc., with a total base bid of **\$3,428,000.00**, was the low bidder.

I have contacted other municipalities, utility authorities, and people in the industry who have worked with Sawcross, Inc. on similar construction projects. They have given positive reviews about this company's ability and experience to perform the work provided in our scope and within a reasonable time frame. At this time, Carter & Sloope, Inc. recommends the City of Kingsland enter into an Agreement with Sawcross, Inc. to perform the work under the project titled, "2017 GEFA CWSRF – WWTF Renovations" in the amount of **\$3,428,000.00**.

I have enclosed one (1) copy of the Bid Tabulation for your use and review along with one (1) copy of the Notice of Award. Upon approval, please sign the Notice of Award and return it un-dated to my attention. I'll forward it to the Contractor for his signature. All documents will be dated appropriately when executed specification booklets are distributed.

Please contact me with any comments or questions.

Sincerely,

CARTER & SLOOPE, INC.

Jared Wozny, P.E.

Enclosures: Bid Tabulation
Notice of Award

Attachment: Bid tab-Recommendation of Award - WWTF Renovations - 8.20.2019 (2822 : Bid Award: Waste Water Treatment Plant

BID TABULATION FOR ALL BIDS
RECEIVED AT CITY OF KINGSLAND
107 South Lee St. Kingsland, GA 31548
ON AUGUST 15th 2019, at 1:00PM

PROJECT: City of Kingsland 2017 GEFA CWSRF - WWTF Renovations C&S PROJECT NO.: K5000.120	BIDDERS:	Sawcross, Inc. 10970 New Berlin Road Jacksonville, FL 32226	R2T, Inc. 580 W. Crossville Road, Suite 101 Roswell, GA 30075	Reynolds Construction of Georgia, LLC 300 E. Broad Street Fairburn, GA 30213	Southern Civil, LLC. P.O. Box 9 Townsend, GA 31331	Haren Construction Compa Inc. 1715 Highway411 North Etowah, TN 37331				
BASE BID										
Lump Sum Base Bid Price		\$3,428,000.00		\$3,434,401.00		\$3,679,000.00		\$3,882,227.00		\$4,572,000.00
Total Base Bid Amount		\$3,428,000.00		\$3,434,401.00		\$3,679,000.00		\$ 3,882,227.00		\$ 4,572,000.00

I hereby certify that this Bid Tabulation is a true and accurate
representation of all Bids received on August 15, 2019.

8/16/2109

Date



Jared Wozny, P.E.

Attachment: Bid tab-Recommendation of Award - WWTF Renovations - 8.20.2019 (2822 : Bid Award:

SECTION 00621-1
NOTICE OF AWARD

NOTICE OF AWARD

To: Sawcross, Inc. Date: _____
10970 New Berlin Road
Jacksonville, FL 32226

PROJECT: **WWTF RENOVATIONS**

The OWNER has considered the BID submitted by you on August 15, 2019, for the above described WORK in response to its Advertisement for and Instructions to Bidders.

You are hereby notified that your BID has been accepted for items in the amount of

Three Million, Four Hundred Twenty-Eight Thousand 00/100 Dollars (\$3,428,000.00).

You are required by the Instructions to Bidders to execute the Agreement and furnish the required CONTRACTOR's Performance BOND, Payment BOND and Certificates of Insurance with fifteen (15) calendar days from the date of the Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within fifteen (15) days from the date of this notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE of AWARD to the OWNER.

Dated this ____ day of _____, 20____.

CITY OF KINGSLAND

By: _____

Title: _____

SECTION 00621-2
NOTICE OF AWARD

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by_ this ____ day of _____, 20____.

By: _____

Title: _____