



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • FEBRUARY 8, 2021

Regular Meeting

City Council Chamber

6:00 PM

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

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Public Hearing for Variance-Britt Goodson - Parcel 107 017C - NW of Highway 40 & Middle School Road -

Britt Goodson of Carolina Holdings, Inc. is requesting a variance to Ordinance Article V, Sec. 52.2.3, #7 Required Parking Spaces for Shopping Centers. The purpose of the request is to reduce the required parking spaces for the proposed shopping center from (7) spaces for each 1,000 square feet of floor area to (5) spaces for each 1,000 square feet of floor area. Zoning is C-2 (General Commercial)

2. Public Hearing for De-Annexation - Scott E. Gay - 327 Haddock Road -

Scott E. Gay has applied for a De-Annexation of his property located at 327 Haddock Road (Tax Parcel 108 004A) containing approximately 5.00 acres.

3. Public Hearing for the Purpose of Considering a Temporary Special Event Alcohol Beverage License for Walkabout Camp & RV Park -

Ms. Katie Kilner, Walkabout Camp & RV Park, has submitted an application for a temporary special event alcohol beverage license for a Music Festival to be held on March 6, 2021. The event will take place at 742 Old Still Road, Woodbine, Georgia 31569.

4. Public Hearing for the Purpose of Considering the Application for Alcohol Beverage License -

Mr. Alex Wong is applying for an Alcohol Beverage License for On-Premise Consumption for "Outerbanks Seafood and Steaks". The business is located at 140 The Lakes Blvd., Kingsland, Georgia

5. Public Hearing of Ordinance Amendment-Ordinance 2021-03 to Amend Ordinance 2015-18-Buildings & Building Regulations -

Ordinance 2021-03 to Amend the Ordinance 2015-18 Chapter 5-Buildings & Building Regulations, Sec.5.1-technical codes and Sec. 5.2-finished floor elevation. The amendment shall establish new adopted technical building codes with the Georgia Supplements and update the finished floor elevation requirements.

6. Public Hearing for City of Kingsland - Parcels 094 035 and 094 035A -

The City of Kingsland has applied for a re-zoning of two (2) parcels containing approximately 45.19 acres located on Royal Parkway. The applicant is requesting the parcels be re-zoned to C-ED (Commercial & Entertainment District) for the purpose of an Entertainment Venue. Current Zoning is R-4.

7. Public Hearing for Residential Business - Coty Thebo - 121 Cedar Circle Drive -

Coty Thebo has applied for a Residential Business Permit doing business as "Momma Gone Strong" at 121 Cedar Circle Drive (Tax Parcel 107H02 096). The purpose of the business will be for a one on one personal gym training. Zoning is PD/R-1.

II. CALL TO ORDER AND WELCOME GUESTS

III. ROLL CALL

Charles Grayson Day Jr.

Alex Blount

Farran Fullilove

James W Galloway

Mayor

Mayor Pro Tem

Councilman

Councilman

IV. INVOCATION AND PLEDGE TO THE FLAG

V. CONSENT DOCKET

A. Approve the Council Minutes of the last regular Council Meeting

January 25, 2021

B. Approve the Agenda as Presented

C. Approve the Payments of Accounts Payable as Due and Funds Available

VI. RECOGNITION

VII. PRESENTATION

1. Carter & Sloope - Water Treatment Plant #1 Improvement Updates -

VIII. GRANTING AUDIENCE TO THE PUBLIC

IX. OLD BUSINESS

X. PLANNING AND ZONING

1. Approval of Home Occupation-Kristen Hill - 101 Lake Forest South Court -

Kristen Hill has applied for a Home Occupation Permit at 101 Lake Forest South Court (Tax Parcel 107R 068) doing business as "Seaside Smocks, LLC". The purpose of the business will be for on line sales of children's clothing and accessories. Zoning is PD/R-1. *Planning Commission recommends approval.*

2. Approval of De-Annexation - Scott E. Gay - 327 Haddock Road -

Scott E. Gay has applied for a De-Annexation of his property located at 327 Haddock Road. (Tax Parcel 108 004A) containing approximately 5.00 acres. *Planning Commission recommends approval.*

3. Approval of Residential Business - Coty Thebo - 121 Cedar Circle Drive -

Coty Thebo has applied for a Residential Business Permit doing business as "Momma Gone Strong" at 121 Cedar Circle Drive (Tax Parcel 107H02 096). The purpose of the business will be for a one on one personal gym training. Zoning is PD/R-1. *Planning Commission recommends approval with the condition:*

- 1) Customers must only park in the driveway provided at the property.

4. Approval of Variance - Britt Goodson - Parcel 107 017C - NW of Highway 40 & Middle School Road -

Britt Goodson of Carolina Holdings, Inc. is requesting a variance to Ordinance Article V, Sec. 52.2.3, #7 Required Parking Spaces for Shopping Centers. The purpose of the request is to reduce the required parking spaces for the proposed shopping center from seven (7) spaces for each 1,000 square feet of floor area to five (5) spaces or each 1,000 square feet of floor area. Zoning is C-2 (General Commercial). *Planning Commission recommends approval.*

5. Approval of - Re-Zoning - City of Kingsland - Tax Parcels 094 035 & 094 035A -

The City of Kingsland has applied for a re-zoning of (2) parcels containing approximately 45.19 acres located on Royal Parkway. The applicant is requesting the parcels be re-zoned to C-ED (Commercial & Entertainment District) for the purpose of an Entertainment Venue. Current zoning is R-4. *Planning Commission recommends approval.*

6. Approval of Ordinance Amendment 2021-03 to Amend Ordinance 2015-18 - Buildings & Building Regulations -

Ordinance 2021-03 to Amend the Ordinance 2015-18 Chapter 5-Building & Building Regulations, Sec. 5.1-technical codes and Sec. 5.2-finished floor elevation. The amendment shall establish new adopted technical building codes with the Georgia Supplements and update the finished floor elevation requirements. *Planning Commission recommends approval.*

XI. NEW BUSINESS

1. Approval Of: 2020 - 2022 Watershed Protection Scope of Work and Service Agreement - Public Works Director Bill Coleman

Nutter & Associates Professional Services contract in the amount of \$22,140 to assist the city with implementation of the required 2021 and 2022 water quality monitoring, associated data analysis and management, 2021 biological sampling, and completion of 2020 and 2021 annual status reports pursuant to the approved February 2012 Watershed Protection Plan.

2. Approval Of: Resolution for Coastal Incentive Grant Application Submittal - City Manager Spell, Supervisor Kimball

- A Resolution in support of, and authorizing the submittal of Kingsland's full application for the Coastal Incentive Grant.

The Coastal Resources Division has reviewed our Pre-Application for the Coastal Incentive Grant and has invited us to submit our Full Application for the project titled, "Enhancing Floodplain Management in the City of Kingsland through Entry into the Community Rating System (CRS) Program".

3. Approval Of: Temporary Special Event Alcohol License for Walkabout Camp & RV Park -

Special Event Permit for a One Day Alcohol Beverage License. Ms. Katie Kilner, Walkabout Camp & RV Park, has submitted an application for a temporary special event alcohol beverage license for a Music Festival to be held on March 6, 2021. The event will take place at 742 Old Still Road, Woodbine, Georgia 31569.

4. Approval Of: Application for Alcohol Beverage License for On-Premises Consumption from "Outerbanks Seafood and Steaks", Owner Alex Wong. Location of Business is 140 the Lakes Blvd, Kingsland, Georgia. -

Mr. Alex Wong is applying for an Alcohol Beverage License for On-Premise Consumption for "Outerbanks Seafood and Steaks". The business is located at 140 The Lakes Blvd., Kingsland, Georgia

XII. MAYOR AND COUNCIL ANNOUNCEMENT

XIII. ADJOURNED



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3400)

DOC ID: 3400

Public Hearing for Variance-Britt Goodson - Parcel 107 017C - NW of Highway 40 & Middle School Road

Britt Goodson of Carolina Holdings, Inc. is requesting a variance to Ordinance Article V, Sec. 52.2.3, #7 Required Parking Spaces for Shopping Centers. The purpose of the request is to reduce the required parking spaces for the proposed shopping center from (7) spaces for each 1,000 square feet of floor area to (5) spaces for each 1,000 square feet of floor area. Zoning is C-2 (General Commercial)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland

Initiator: Natalie Moreland

Sponsors:

AGENDA ITEM (ID # 3396)

DOC ID: 3396

Public Hearing for De-Annexation - Scott E. Gay - 327 Haddock Road

Scott E. Gay has applied for a De-Annexation of his property located at 327 Haddock Road (Tax Parcel 108 004A) containing approximately 5.00 acres.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Finance
Category: Public Hearing
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:

AGENDA ITEM (ID # 3391)

DOC ID: 3391

Public Hearing for the Purpose of Considering a Temporary Special Event Alcohol Beverage License for Walkabout Camp & RV Park

Ms. Katie Kilner, Walkabout Camp & RV Park, has submitted an application for a temporary special event alcohol beverage license for a Music Festival to be held on March 6, 2021. The event will take place at 742 Old Still Road, Woodbine, Georgia 31569.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM

Department: Finance

Category: Public Hearing

Prepared By: Filiz Morrow

Initiator: Filiz Morrow

Sponsors:

AGENDA ITEM (ID # 3389)

DOC ID: 3389

**Public Hearing for the Purpose of Considering the
Application for Alcohol Beverage License for On-Premises
Consumption from "Outerbanks Seafood and Steaks", Owner
Alex Wong. Location of Business is 140 the Lakes Blvd,
Kingsland, Georgia.**

Mr. Alex Wong is applying for an Alcohol Beverage License for On-Premise Consumption for "Outerbanks Seafood and Steaks". The business is located at 140 The Lakes Blvd., Kingsland, Georgia



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Amendment
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3403)

DOC ID: 3403

Public Hearing of Ordinance Amendment-Ordinance 2021-03 to Amend Ordinance 2015-18-Buildings & Building Regulations

Ordinance 2021-03 to Amend the Ordinance 2015-18 Chapter 5-Buildings & Building Regulations, Sec.5.1-technical codes and Sec. 5.2-finished floor elevation. The amendment shall establish new adopted technical building codes with the Georgia Supplements and update the finished floor elevation requirements.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3398)

DOC ID: 3398

Public Hearing for City of Kingsland - Parcels 094 035 and 094 035A

The City of Kingsland has applied for a re-zoning of two (2) parcels containing approximately 45.19 acres located on Royal Parkway. The applicant is requesting the parcels be re-zoned to C-ED (Commercial & Entertainment District) for the purpose of an Entertainment Venue. Current Zoning is R-4.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3394)

DOC ID: 3394

Public Hearing for Residential Business - Coty Thebo - 121 Cedar Circle Drive

Coty Thebo has applied for a Residential Business Permit doing business as "Momma Gone Strong" at 121 Cedar Circle Drive (Tax Parcel 107H02 096). The purpose of the business will be for a one on one personal gym training. Zoning is PD/R-1.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:

AGENDA ITEM (ID # 3384)

DOC ID: 3384

Carter & Sloop - Water Treatment Plant #1 Improvement Updates



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Home Office Occupancy
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3402)

DOC ID: 3402

Approval of Home Occupation-Kristen Hill - 101 Lake Forest South Court

Kristen Hill has applied for a Home Occupation Permit at 101 Lake Forest South Court (Tax Parcel 107R 068) doing business as "Seaside Smocks, LLC". The purpose of the business will be for on line sales of children's clothing and accessories. Zoning is PD/R-1. *Planning Commission recommends approval.*



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

Planning and Community Development Staff Report

Planning Commission Meeting Date: February 1, 2021

City Council Meeting Date: February 8, 2021

Agenda Item: Home Occupation application for 101 Lake Forest Ct.,
Map & Parcel 107R 068

Summary: Kristen Hill has applied for a Home Occupation Permit doing business as Seaside Smocks, LLC. The purpose of the business will be for on line sales of children's clothing and accessories. The applicant has been notified and agrees to the requirements of a Home Occupation as noted in Article XI, Sec. 110.4 of KLADO.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

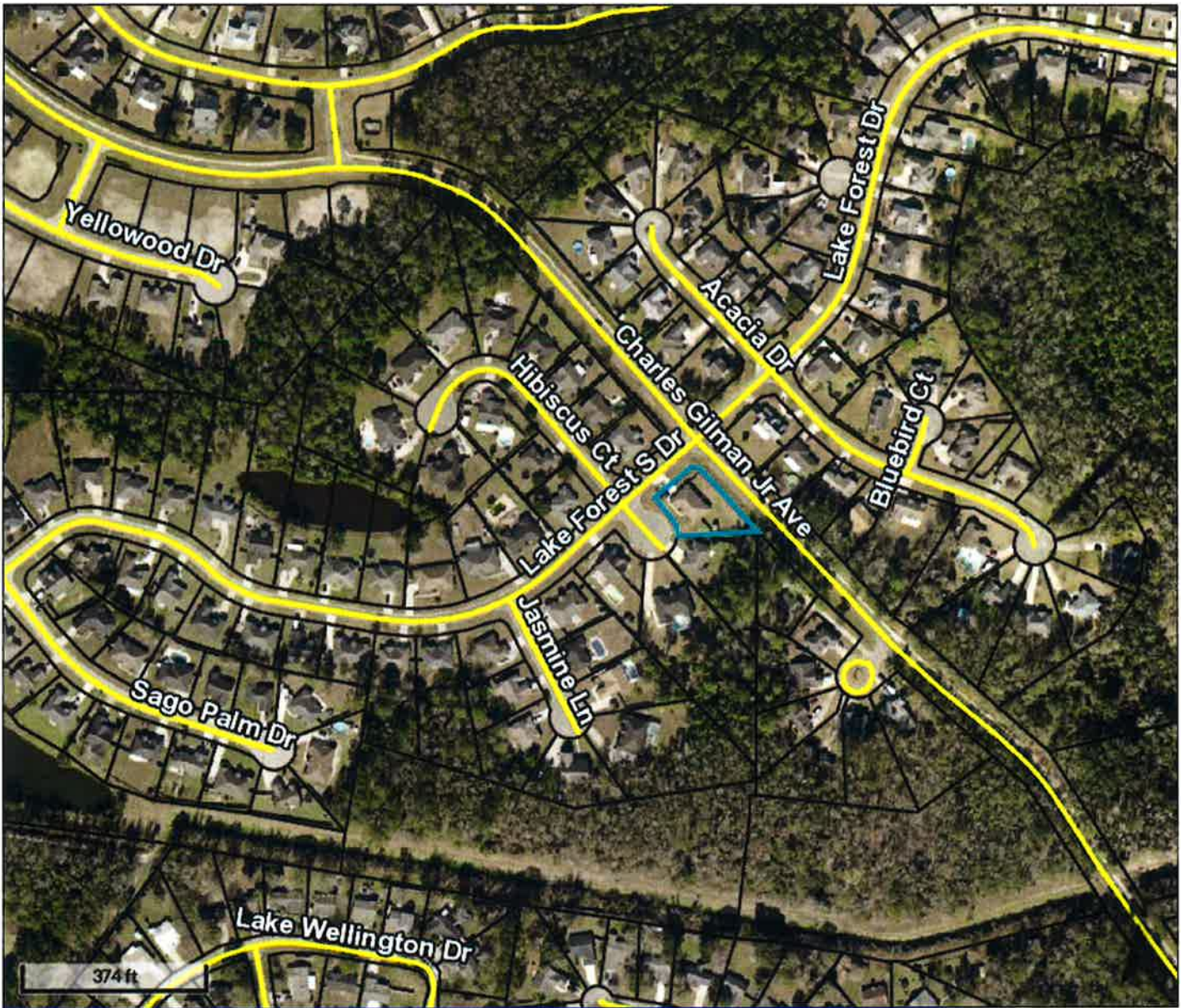
Scott L. Kimball

Planning & Zoning Director



qPublic.net

Camden County, GA



Parcel ID	107R 068	Owner	HILL SEAN F & KRISTIN W	Last 2 Sales	
Class Code	Residential		101 LAKE FOREST SOUTH COURT	Date	Price
Taxing District	KINGSLAND		KINGSLAND, GA 31548	8/17/2016	0
	KINGSLAND	Physical Address	101 S LAKE FOREST CT	12/18/2015	\$18,000
Acres	0.35	Assessed Value	Value \$199335		

(Note: Not to be used on legal documents)

Date created: 1/15/2021

Last Data Uploaded: 1/15/2021 7:39:23 AM

Developed by Schneider
GEOSPATIAL

Attachment: City Council-Feb. 2021-Home Occ.-Kristen Hill (3402 : Approval of Home Occupation - Kristen Hill - 101 Lake Forest South Court)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3397)

DOC ID: 3397

Approval of De-Annexation - Scott E. Gay - 327 Haddock Road

Scott E. Gay has applied for a De-Annexation of his property located at 327 Haddock Road. (Tax Parcel 108 004A) containing approximately 5.00 acres. *Planning Commission recommends approval.*



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Planning and Community Development Staff Report

Planning Commission Meeting Date: February 1, 2021

City Council Meeting Date: February 8, 2021

Agenda Item: De-Annexation application for 327 Haddock Rd.,
Map & Parcel 108 004A

Summary: Scot E. Gay has applied for a De- Annexation of his property located at 327 Haddock Rd. containing approx. 5.00 acres. The parcel is undeveloped and the de-annexation will not affect the population or water and sewer connections to the City of Kingsland.

Zoning: N/A

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball

Planning & Zoning Director

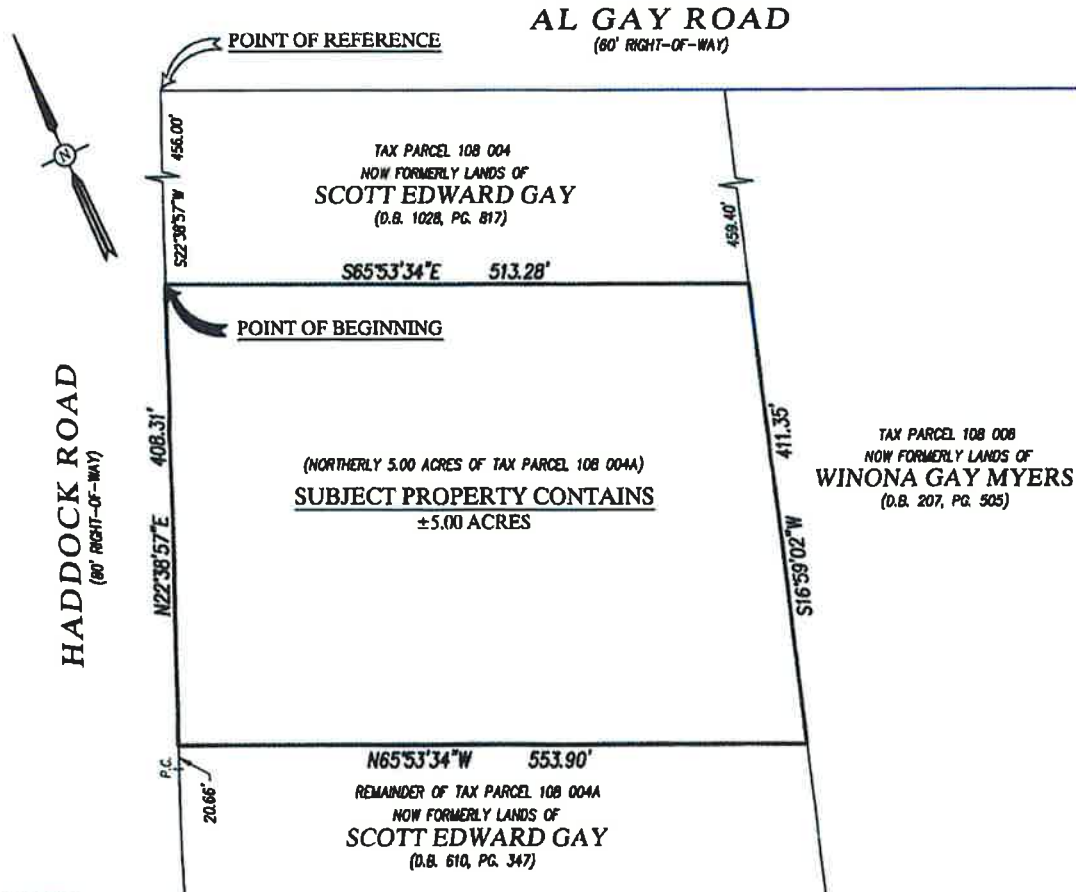
MAP TO SHOW SKETCH OF
A PARCEL OF LAND LYING IN THE 1606th G.M. DISTRICT.
CAMDEN COUNTY, GEORGIA
 (BEING THE NORTHERLY 5.00 ACRES OF TAX PARCEL 108 004A, ACCORDING TO TAX ASSESSORS RECORDS)
FOR: W.H. GROSS CONSTRUCTION

LEGAL DESCRIPTION:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND LYING AND BEING IN THE 1606th G.M.D., CAMDEN COUNTY, GEORGIA, BEING THE NORTHERLY 5.00 ACRES OF TAX PARCEL 108 004A, ACCORDING TO TAX ASSESSORS RECORDS AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT A POINT WHERE THE SOUTHERLY RIGHT-OF-WAY LINE OF AL GAY ROAD (A 80 FOOT RIGHT-OF-WAY AS ESTABLISHED) INTERSECTS THE EASTERLY RIGHT-OF-WAY LINE OF HADDOCK ROAD (AN 80 FOOT RIGHT-OF-WAY AS ESTABLISHED) AND RUN THENCE SOUTH 22°-38'-57" WEST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 456.00 FEET TO A POINT LYING ON THE SOUTHERLY LINE OF LANDS NOW OR FORMERLY OF SCOTT EDWARD GAY (ACCORDING TO DEED RECORDED IN DEED BOOK 1028, PAGE 817, PUBLIC RECORDS OF SAID COUNTY) SAID POINT BEING THE POINT OF BEGINNING.

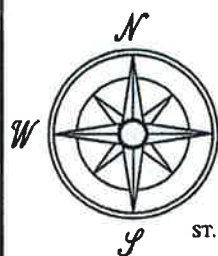
FROM THE POINT BEGINNING THUS DESCRIBED RUN THENCE SOUTH 65°-53'-34" EAST, ALONG THE SOUTHERLY LINE OF LAST MENTIONED LANDS, A DISTANCE OF 513.28 FEET TO A POINT LYING ON THE WESTERLY LINE OF LANDS NOW OR FORMERLY OF WINONA GAY MYERS ESTATE (ACCORDING TO DEED RECORDED IN DEED BOOK 207, PAGE 505, PUBLIC RECORDS OF SAID COUNTY); RUN THENCE SOUTH 16°-59'-02" WEST, ALONG LAST MENTIONED WESTERLY LINE, A DISTANCE OF 411.35 FEET TO A POINT; RUN THENCE NORTH 65°-53'-34" WEST, A DISTANCE OF 553.90 FEET TO A POINT LYING ON THE AFOREMENTIONED EASTERLY RIGHT-OF-WAY OF HADDOCK ROAD; RUN THENCE NORTH 22°-38'-57" EAST, ALONG SAID EASTERLY RIGHT-OF-WAY LINE, A DISTANCE OF 408.31 FEET TO THE POINT OF BEGINNING.

THE LAND THUS DESCRIBED CONTAINS 5.00 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY EASEMENTS OF RECORD THAT MAY LIE WITHIN.



NOTES:

- 1.) BEARINGS SHOWN HEREON REFER TO THE BEARING OF N22°38'57"E FOR THE EASTERLY RIGHT-OF-WAY LINE OF HADDOCK ROAD, ACCORDING TO RIGHT-OF-WAY MAP BY PRIVETT & ASSOCIATES DATED JUNE 1995 AND HAVING DRAWING No. B-2-825-6-85.
- 2.) THIS IS SKETCH WAS COMPILED FOR THE PURPOSE OF FOLLOWING A LEGAL DESCRIPTION AND SHOULD NOT BE CONSTRUED AS A CURRENT BOUNDARY SURVEY.
- 3.) THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER SUBJECT PROPERTY NOT SHOWN HEREON WHICH MAY BE FOUND IN THE PUBLIC RECORDS OF SAID COUNTY.
- 4.) SUBJECT PROPERTY IS SHOWN TO BE IN FLOOD HAZARD ZONE "X" (UNSHADED) AS PER F.L.R. MAPS, FOR CAMDEN COUNTY, GEORGIA, DATED DECEMBER 21, 2017, MAP No. 13030003936; COMMUNITY No. 130282, PANEL No. 0395, SUFFIX "G".



PREPARED BY:

A K M
SURVEYING, INC.
 SURVEYORS & LAND PLANNERS

P.O. BOX 5730 (912) 729-1507 PHONE
 ST. MARYS, GEORGIA 31558 (912) 729-1509 FAX
 GEORGIA LAND SURVEY FIRM No. 1067

0' 50' 100'
 SCALE: 1" = 100'

DRAWN BY: M.C.
 CKD BY: L.S.F.
 SKETCH DATE: 03-27-2018

APPROVED BY:

BY: Jeffrey S. Foster DATE: 3/27/19
 JEFFREY S. FOSTER
 GA. REGISTERED SURVEYOR No. 3143

\\AKM-PC\Drafting\CAD & PDF FILES\2019\Camden\Land of Bill Gross-Haddock Rd\CAD\Tax Parcel 108 004A-SKETCH & LEGAL.dwg

Attachment: City Council-Feb. 2021-De-Annexation-Scott E. Gay (3397 : Approval of De-Annexation - Scott E. Gay - 327 Haddock Road)



Overview



Legend

- ☐ Parcels
- USA Major Highways
 - Limited Access
 - Highway
 - Major Road
 - Local Road
 - Minor Road
 - Other Road
 - Ramp
 - Ferry
 - Pedestrian Way
- City Labels

Parcel ID 108 004A
Class Code Residential
Taxing District 42 UNINCORPORATED SERVICE DIST
 42 UNINCORPORATED SERVICE DIST
Acres 11.39

(Note: Not to be used on legal documents)

Owner GAY SCOTT EDWARD
 750 AL GAY ROAD
 KINGSLAND, GA 31548
Physical Address 327 HADDOCK RD
Assessed Value Value \$58263

Last 2 Sales			
Date	Price	Reason	Qual
9/1/1996	0	NM	U
n/a	0	n/a	n/a

Date created: 1/5/2021

Last Data Uploaded: 1/5/2021 7:33:55 AM

Developed by Schneider
GEOSPATIAL



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3395)

DOC ID: 3395

Approval of Residential Business - Coty Thebo - 121 Cedar Circle Drive

Coty Thebo has applied for a Residential Business Permit doing business as "Momma Gone Strong" at 121 Cedar Circle Drive (Tax Parcel 107H02 096). The purpose of the business will be for a one on one personal gym training. Zoning is PD/R-1. *Planning Commission recommends approval with the condition:*

- 1) Customers must only park in the driveway provided at the property.



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 Ph: 912-729-5613
 Fax: 912-729-7618

Planning and Community Development Staff Report

Planning Commission Meeting Date: February 1, 2021

City Council Meeting Date: February 8, 2021

Agenda Item: Residential Business Application for 121 Cedar Circle Drive,
 Map & Parcel 107H02 096

Background: Coty Thebo has applied for a Residential Business Permit doing business as Momma Gone Strong. The purpose of the business will be for a one on one personal gym training. The applicant has been notified and agrees to the requirements of a Residential Business as noted in KLADO. An inspection of the area of the house the business will take place, along with parking area on the property, was completed by the planning staff and there were no issues found.

Zoning: PD/R-1

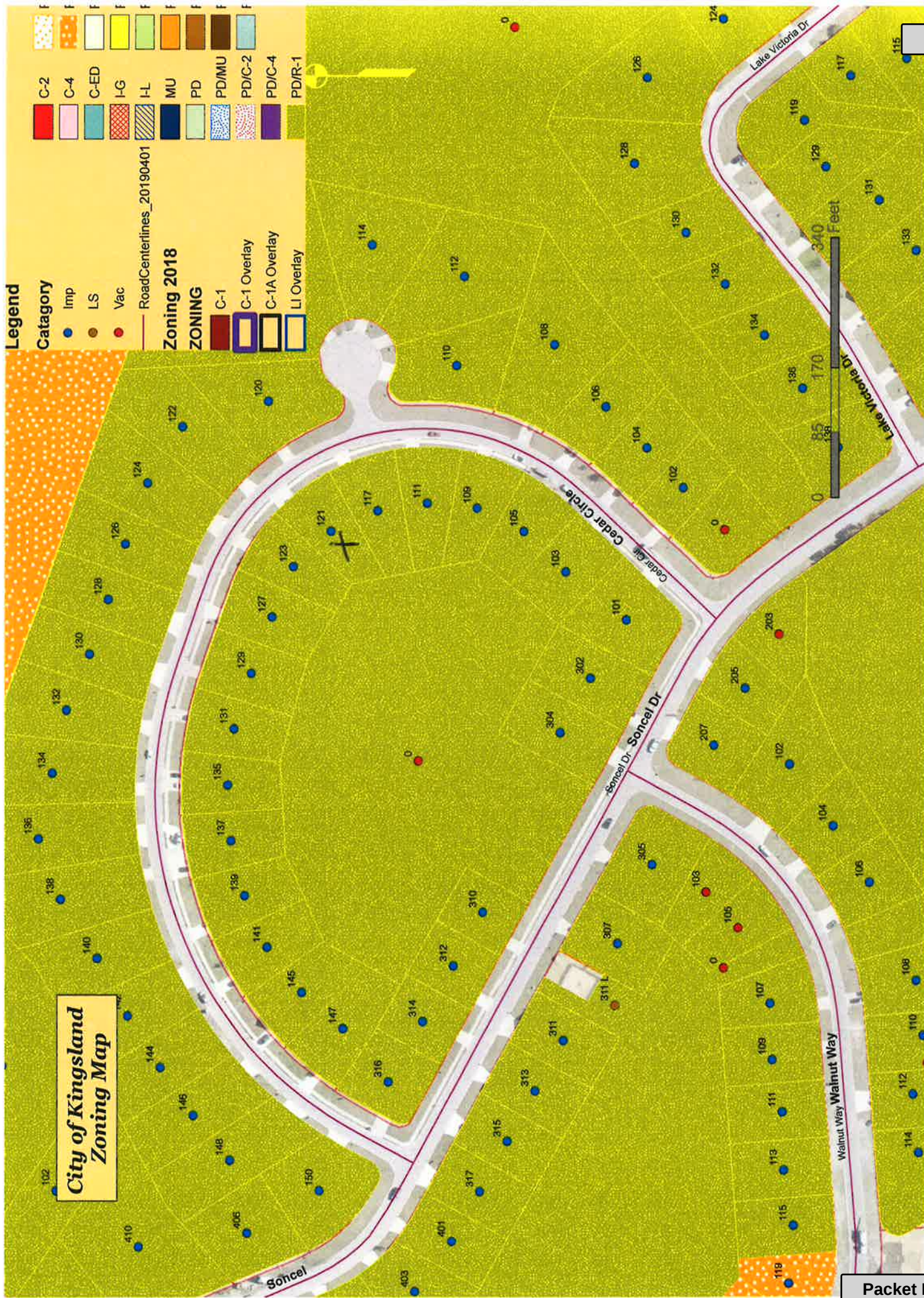
Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval with the condition:

1) Customers must only park in the driveway provided at the property.

Scott L. Kimball

Planning & Zoning Director





Overview



Legend

-  Parcels
-  Roads
- USA Major Highways**
 -  Limited Access
 -  Highway
 -  Major Road
 -  Local Road
 -  Minor Road
 -  Other Road
 -  Ramp
 -  Ferry
 -  Pedestrian Way
-  City Labels

Parcel ID 107H02096
 Class Code Residential
 Taxing District KINGSLAND
 Acres 0.22

Owner SCHUTZ TRAVIS D
 121 CEDAR CIRCLE DRIVE
 KINGSLAND, GA 31548
 Physical Address 121 CEDAR CIRCLE DR
 Assessed Value Value \$217351

Last 2 Sales			
Date	Price	Reason	Qual
1/31/2020	\$239800	FM	Q
11/14/2016	\$220000	FM	Q

(Note: Not to be used on legal documents)

Date created: 1/7/2021
 Last Data Uploaded: 1/7/2021 7:16:05 AM

Developed by 



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3401)

DOC ID: 3401

Approval of Variance - Britt Goodson - Parcel 107 017C - NW of Highway 40 & Middle School Road

Britt Goodson of Carolina Holdings, Inc. is requesting a variance to Ordinance Article V, Sec. 52.2.3, #7 Required Parking Spaces for Shopping Centers. The purpose of the request is to reduce the required parking spaces for the proposed shopping center from seven (7) spaces for each 1,000 square feet of floor area to five (5) spaces or each 1,000 square feet of floor area. Zoning is C-2 (General Commercial). *Planning Commission recommends approval.*



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Ph: 912-729-5613
Fax: 912-729-7618

Planning and Community Development

Staff Report

Planning Commission Meeting Date: February 1, 2020

City Council Meeting Date: February 8, 2020

Agenda Item: Variance for Parcel 107 017C, NW Corner of Hwy. 40 & Middle School Rd.

Background: Britt Goodson of Carolina Holdings, Inc. is requesting a variance to Ordinance Article V, Sec. 52.2.3, #7 Required Parking Spaces for Shopping Centers. The purpose of the request is to reduce the required parking spaces for the proposed shopping center from Seven (7) spaces for each 1,000 square feet of floor area to Five (5) spaces for each 1,000 square feet of floor area.

Summary: The applicants proposed shopping center parcel is approx. 11.6 acres with frontage to Hwy. 40 and Middle School Rd. Due to the larger detention needs for storm water for the property and wetlands in the area, this causes a hardship to be able to meet the required parking spaces of the City ordinance. The proposed site plan showing 5 spaces per 1,000 square feet of floor area is adequate for this size shopping center. The variance would also allow for less asphalt and less storm water runoff.

Zoning: C-2 (General Commercial)

Is Proposal Consistent with the Comprehensive Plan? N/A

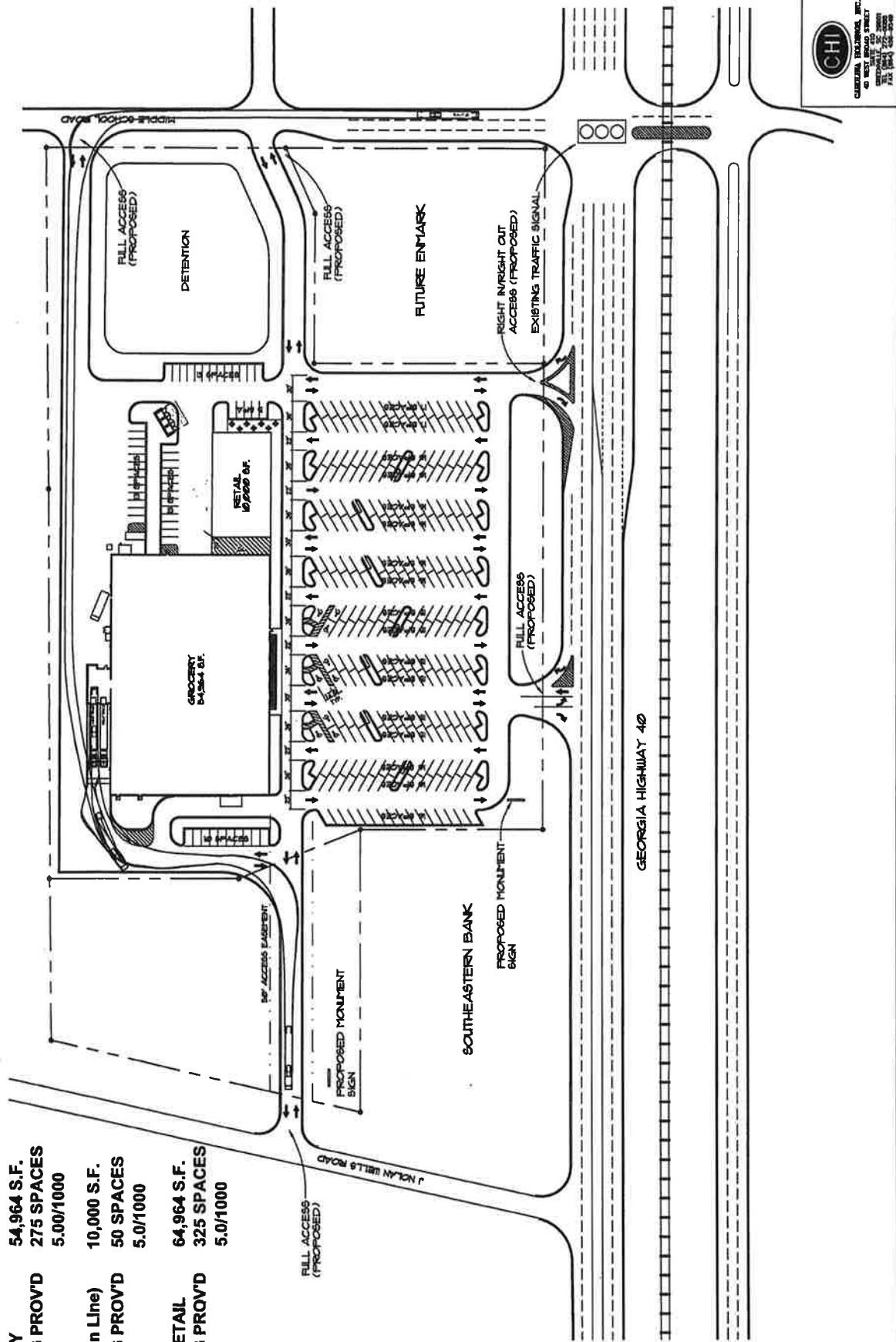
Staff Recommendation: Staff recommends approval of the variance request.

Scott L. Kimball

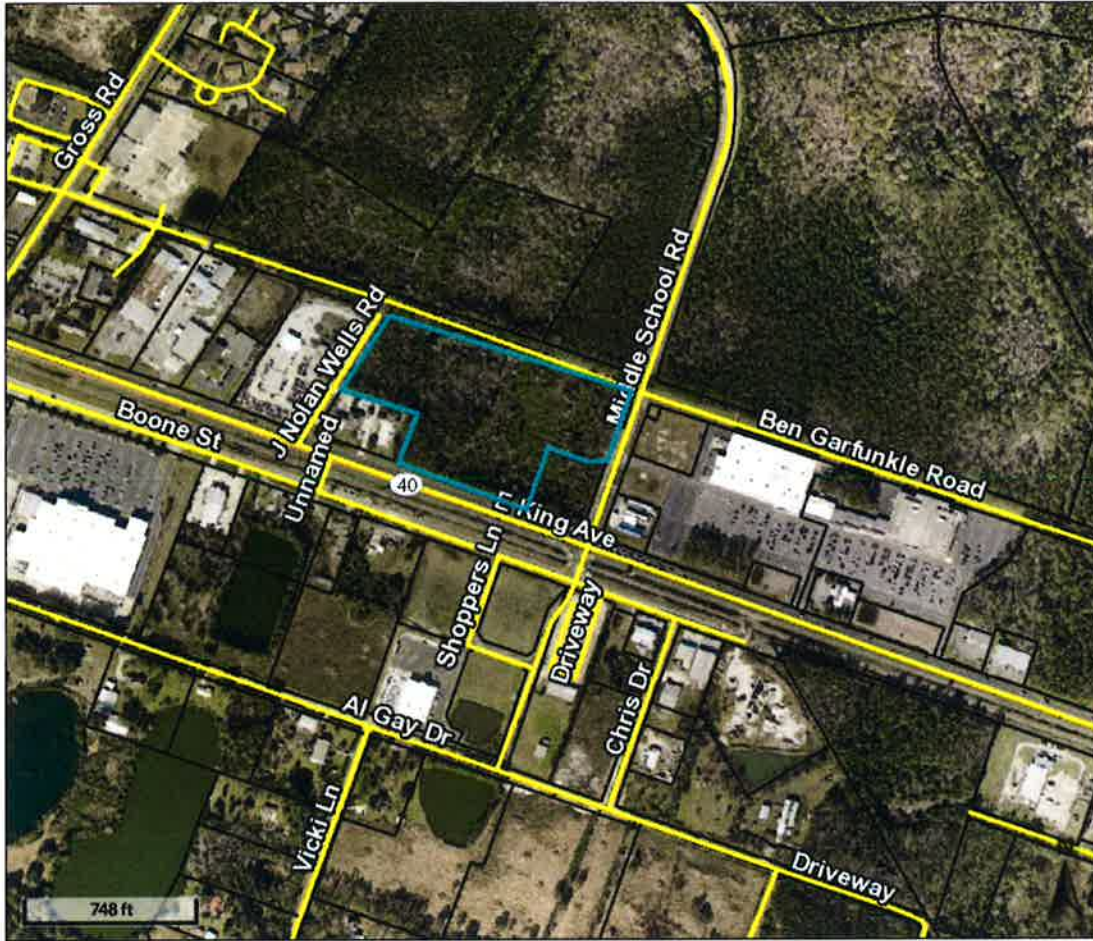
Planning & Zoning Director

PROPOSED BUILDING DATA

SITE AREA	9.65 ACRES
GROCERY	54,964 S.F.
PARKING PROV'D	275 SPACES
RATIO	5.00/1000
RETAIL (In Line)	10,000 S.F.
PARKING PROV'D	50 SPACES
RATIO	5.0/1000
TOTAL RETAIL	64,964 S.F.
PARKING PROV'D	325 SPACES
RATIO	5.0/1000







Overview



Legend

-  Parcels
-  Roads
- USA Major Highways**
 -  Limited Access
 -  Highway
 -  Major Road
 -  Local Road
 -  Minor Road
 -  Other Road
 -  Ramp
 -  Ferry
 -  Pedestrian Way
-  City Labels

Parcel ID	107 017C	Owner	KINGSLAND INVESTMENTS LLC		Last 2 Sales			
Class Code	Commercial		1002 COLUMBUS		Date	Price	Reason	Qual
Taxing District	KINGSLAND		PASCAGOULA, MS 39567		10/4/2018	0	NM	U
	KINGSLAND	Physical Address	GA HWY 40		7/25/2013	0	GV	U
Acres	11.6	Assessed Value	Value \$945000					

(Note: Not to be used on legal documents)

Date created: 1/11/2021

Last Data Uploaded: 1/11/2021 7:29:11 AM

Developed by 



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 3399)

DOC ID: 3399

Approval of - Re-Zoning - City of Kingsland - Tax Parcels 094 035 & 094 035A

The City of Kingsland has applied for a re-zoning of (2) parcels containing approximately 45.19 acres located on Royal Parkway. The applicant is requesting the parcels be re-zoned to C-ED (Commercial & Entertainment District) for the purpose of an Entertainment Venue. Current zoning is R-4. *Planning Commission recommends approval.*



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: February 1, 2021

City Council Meeting Date: February 8, 2021

Agenda Item: Rezoning of parcel 094 035 & 094 035A located at 132 Royal Parkway

Background:

The City of Kingsland has applied for a rezoning of 2 parcels containing approx. 45.19 acres located on Royal Parkway. The applicant is requesting the parcels be rezoned to **C-ED (Commercial & Entertainment District)** for the purpose of an Entertainment Venue.

Summary:

The two parcels are owned by the City of Kingsland and will be used for and Entertainment Venue (The Lawn at Kingsland) for events and activities mainly sponsored by the Downtown Development Authority. Clearing and construction has already begun at the site. The parcels are currently zoned **R-4 (Single Family-Mobile Home)** and under the current zoning ordinance, an Entertainment Venue and similar activities are not an allowed use. The parcels would need to be rezoned to **C-ED** for this this planned project and in staff's opinion the **C-ED** zoning would be a more suitable for this property.

Current Zoning: R-4

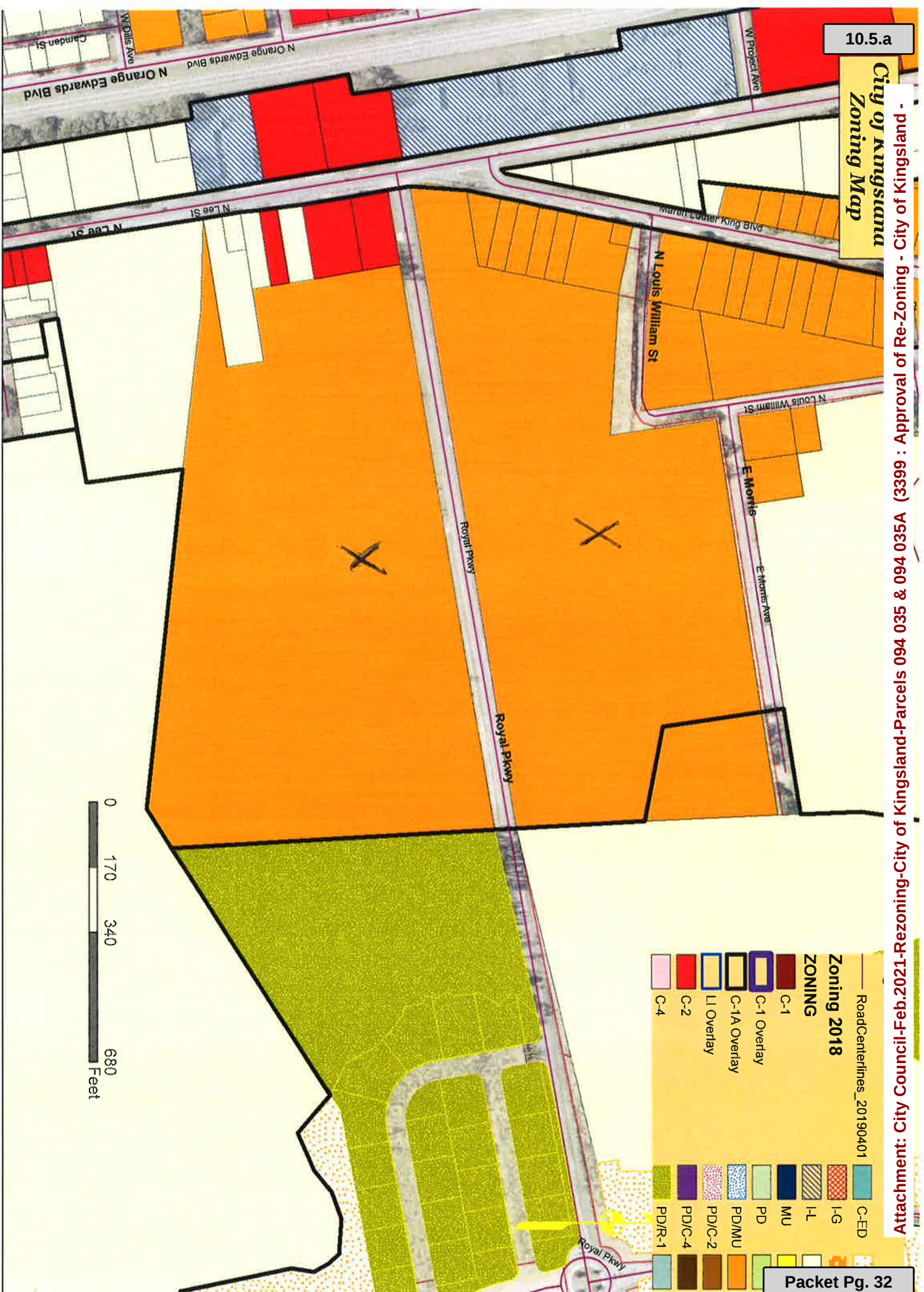
Is Proposal Consistent with the Comprehensive Plan? Yes

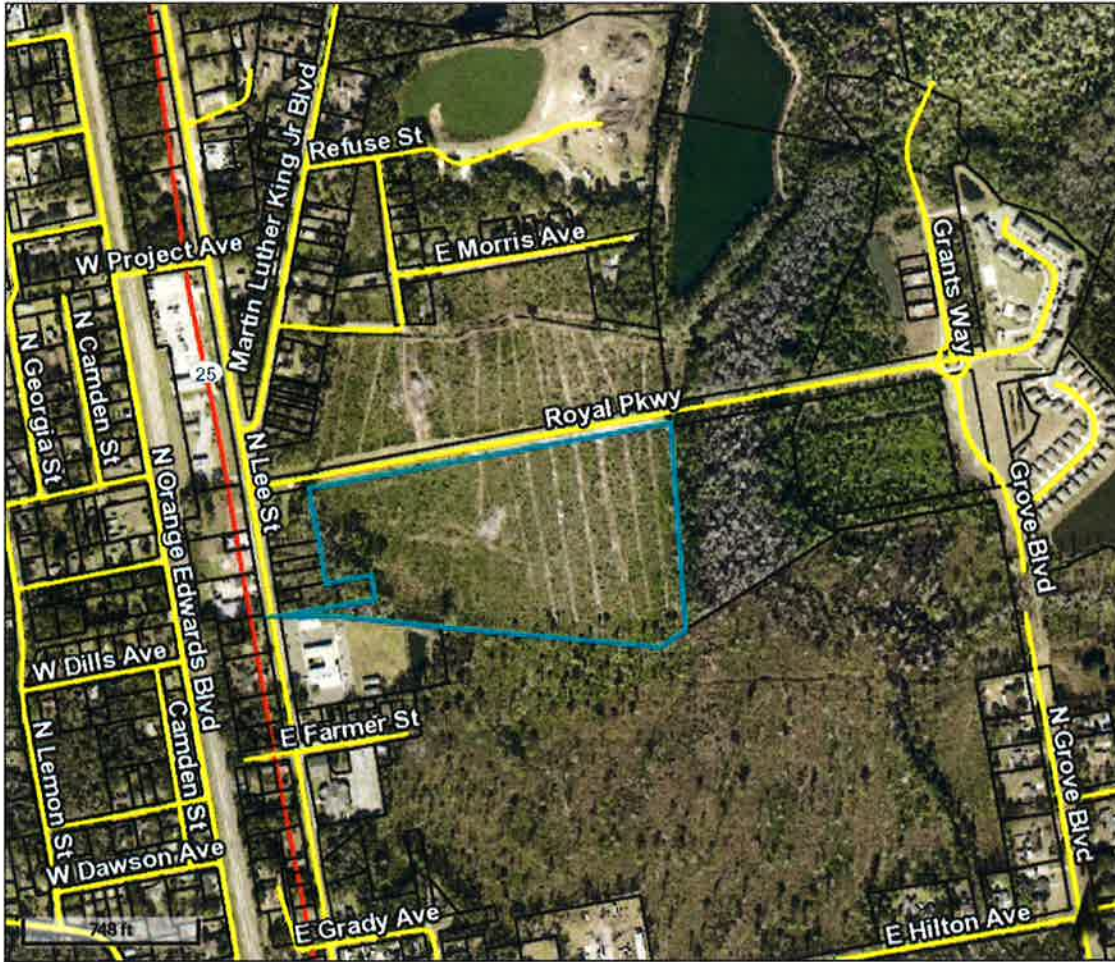
Staff Recommendation: Staff Recommends Approval

Scott L. Kimball
Planning Director

City of Kingsland
Zoning Map

Attachment: City Council-Feb.2021-Rezoning-City of Kingsland-Parcels 094 035 & 094 035A (3399 : Approval of Re-Zoning - City of Kingsland -





Overview



Legend

-  Parcels
-  Roads
- USA Major Highways**
 -  Limited Access
 -  Highway
 -  Major Road
 -  Local Road
 -  Minor Road
 -  Other Road
 -  Ramp
 -  Ferry
 -  Pedestrian Way
-  City Labels

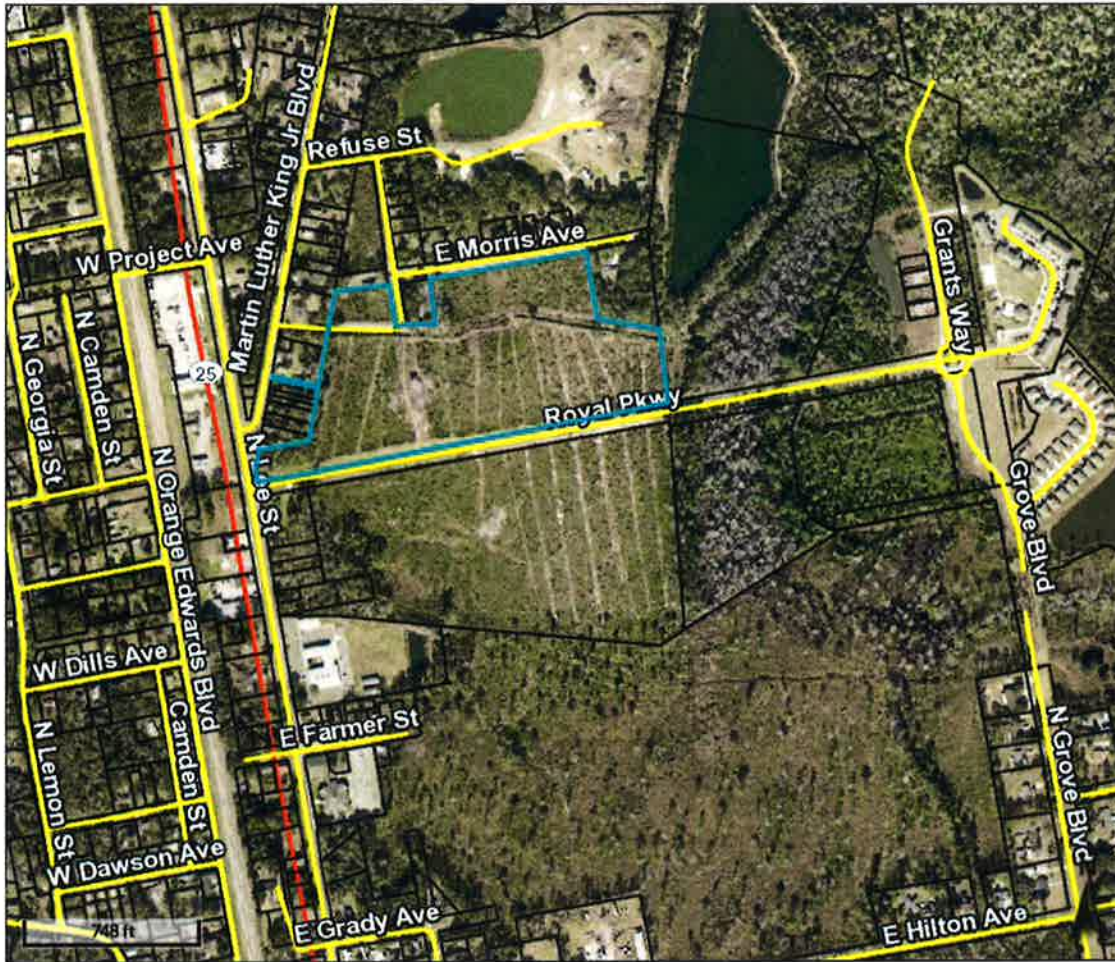
Parcel ID	094 035	Owner	KINGSLAND-CITY OF		Last 2 Sales		
Class Code	Exempt		PO BOX 250		Date	Price	Reason
Taxing District	KINGSLAND		KINGSLAND, GA 31548		7/14/2008	0	GV
	KINGSLAND	Physical Address	n/a		8/1/1994	0	FM
Acres	24.44	Assessed Value	Value \$77672				Q

(Note: Not to be used on legal documents)

Date created: 1/7/2021

Last Data Uploaded: 1/7/2021 7:16:05 AM

Developed by 



Overview



Legend

-  Parcels
-  Roads
- USA Major Highways**
 -  Limited Access
 -  Highway
 -  Major Road
 -  Local Road
 -  Minor Road
 -  Other Road
 -  Ramp
 -  Ferry
 -  Pedestrian Way
- City Labels**

Parcel ID	094 035A	Owner	KINGSLAND-CITY OF	Last 2 Sales			
Class Code	Exempt		PO BOX 250	Date	Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	n/a	0	n/a	n/a
	KINGSLAND	Physical Address	n/a	n/a	0	n/a	n/a
Acres	20.75	Assessed Value	Value \$68070				

(Note: Not to be used on legal documents)

Date created: 1/7/2021

Last Data Uploaded: 1/7/2021 7:16:05 AM

Developed by 



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3404)

10.6

Meeting: 02/08/21 06:00 PM
Department: Planning and Zoning
Category: Amendment
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

DOC ID: 3404

Approval of Ordinance Amendment 2021-03 to Amend Ordinance 2015-18 - Buildings & Building Regulations

Ordinance 2021-03 to Amend the Ordinance 2015-18 Chapter 5-Building & Building Regulations, Sec. 5.1-technical codes and Sec. 5.2-finished floor elevation. The amendment shall establish new adopted technical building codes with the Georgia Supplements and update the finished floor elevation requirements. *Planning Commission recommends approval.*



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: February 1, 2021

City Council Meeting Date: February 8, 2021

Agenda Item: Ordinance 2021-03 to amend the Ordinance 2015-18 City Code of Ordinances. Chapter 5- Buildings and Building Regulations, Sec. 5.1- technical codes and Sec. 5.2- finished floor elevation. The amendment shall establish new adopted technical building codes with Georgia Supplements and update the finished floor elevation requirements.

Summary: DCA suggested that the City of Kingsland adopt the new updated building codes with Georgia Supplements which covers all Residential, Commercial, and Industrial Zoning Districts and to update the floor elevation requirements as well. The technical codes have not been updated since 2012.

Is proposal consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff recommends approval

Scott L. Kimball

Planning Director

ARTICLE I. - IN GENERAL^[2]

Footnotes:

--- (2) ---

Editor's note— The city's building permit fees are included in ~~its~~ schedule of fees and charges. An official copy is available for review and reference in the city clerk's office. Building permit fees were adopted pursuant to the following ordinances:

1. Ord. No. 1984-5, 6-11-84;
2. Ord. No. 1987-9;
3. Ord. No. 1989-2, 2-13-89;
4. Ord. No. 2003-22, 10-13-2003.

Sec. 5-1. - Adoption of technical codes.

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

- | | |
|--|--------------------------|
| (1) International Building Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (2) International Residential Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (3) International Fire Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (4) International Plumbing Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (5) International Mechanical Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (6) International Fuel Gas Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (7) National Electrical Code, 2014 Edition, <u>2020 Edition</u> | Formatted: Strikethrough |
| (8) International Energy Conservation Code, 2009 Edition, <u>2015 Edition with Georgia Supplements and Amendments</u> | Formatted: Strikethrough |
| (9) International Swimming Pool and Spa code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (10) International Property Maintenance Code, 2012 Edition, <u>2018 Edition with Georgia Amendments</u> | Formatted: Strikethrough |
| (11) NFPA 101 Life Safety Code, 2012 Edition, <u>2018 Edition</u> | Formatted: Strikethrough |

(Ord. No. 1990-1, 1-8-90; Ord. No. 1991-7, 9-23-91; Ord. No. 2003-01, 1-13-2003; Ord. No. 2015-18, 12-14-2015)

Cross reference— Plumbing, § 5-26 et seq.; fire prevention and protection, Ch. 8; nuisances, Ch. 14; storm erosion and ~~stormwater~~storm water management, Ch. 17; utilities, Ch. 22; wells, Ch. 24.

Sec. 5-2. - Finished floor elevation.

- (a) All new construction finished floor elevation shall be no lower than 1.0 feet above the closest city maintained or future city maintained street elevation, ~~or 1.0 feet above flood plain at the discretion of~~

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~~the city engineer.~~ This elevation shall be taken within 100 lineal feet in either direction of the construction site. The intent of this section is to create and open drainage ~~and stormwater~~ storm water swales in order to comply with the Camden County Master Drainage Study, dated February 1983.

- (b) The finished floor elevation shall be indicated on a foundation plan and shall be sealed by a state licensed surveyor or engineer. No further construction can continue until the foundation plan has been submitted to and approved by the city engineer.

(Ord. No. 1993-4, 7-12-93)

Sec. 5-3. - Reserved.

Editor's note— Ord. No. 2015-18, adopted Dec. 14, 2015, repealed former § 5-3 in its entirety which pertained to the adoption of the 2003 edition of the International Property Maintenance Code and derived from Ord. No. 2006-13, §§ 1—3, adopted June 12, 2006.

Secs. 5-4—5-25. - Reserved.

ORDINANCE NO. 2021-03

AN ORDINANCE TO AMEND ORDINANCE NO. 2015-18, OF THE CITY CODE OF ORDINANCES, ARTICLE I, CHAPTER 5

WHEREAS, the duly elected governing authority of the City of Kingsland, Georgia is authorized by O.C.G.A § 50-27-86 to adopt ordinances regarding technical building code requirements in all zoning districts.

WHEREAS, this ordinance is adopted to address the interest of public health, welfare, and safety of the citizens of the City of Kingsland; and

WHEREAS, the Mayor and Council of the City of Kingsland find that in the interest of the public safety the immediate enactment of this ordinance by reasonable means, as allowed under state law and not unduly oppressive, is necessary to protect the health, safety, morals, and general welfare of the citizens of the city; and

WHEREAS, the City of Kingsland desires to amend the technical building codes and finished floor elevation requirements within all Residential, Commercial, and Industrial Zoning Districts to safeguard the fiscal soundness of the City and to enhance the public welfare of the citizens of Kingsland.

NOW THEREFORE BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND, as follows:

Ordinance No. 2015-18 City of Kingsland Code of Ordinance, is hereby amended by amending Chapter 5- Buildings and Building Regulations, Sec. 5.1- technical codes and Sec. 5.2- finished floor elevation. All ordinances and parts of ordinances in conflict with this ordinance are hereby expressly repealed.

Ordained this 8th day of February, 2021, by the Mayor and Council of the City of Kingsland, Georgia.

CITY OF KINGSLAND, GEORGIA

BY: _____
Dr. C. Grayson Day Jr., Mayor

ATTEST: _____
Jean Seigler, City Clerk



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3405)

Meeting: 02/08/21 06:00 PM

Department: City Manager

Category: Contract

Prepared By: Lee Spell

Initiator: Lee Spell

Sponsors: Public Works Director Bill Coleman

DOC ID: 3405

11.1

Approval Of: 2020 - 2022 Watershed Protection Scope of Work and Service Agreement

Nutter & Associates Professional Services contract in the amount of \$22,140 to assist the city with implementation of the required 2021 and 2022 water quality monitoring, associated data analysis and management, 2021 biological sampling, and completion of 2020 and 2021 annual status reports pursuant to the approved February 2012 Watershed Protection Plan.



Georgia (Corporate)
 360 Hawthorne Lane
 Athens, GA 30606
PHONE 706.354.7925
EMAIL info@nutterinc.com

North Carolina
 304 New Leicester Hwy., Ste. B
 Asheville, NC 28806
PHONE 828.539.3008
WEB nutterinc.com

February 1, 2021

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

Subject: Scope of Work and Budget, 2021 and 2022 data management, 2021 biological monitoring, and 2020 and 2021 annual status report for the Watershed Protection Plan Monitoring, City of Kingsland, Proposal No. 11-032.06.

Dear Lee:

Nutter & Associates (NAI) is pleased to provide this Scope of Work (SOW) and budget to assist the city with implementation of the required 2021 and 2022 water quality monitoring, associated data analysis and management, 2021 biological sampling, and completion of 2020 and 2021 annual status reports pursuant to the approved February 2012 Watershed Protection Plan (WPP). This SOW includes all work to be conducted between January 2021 and December 2022 including delivery of the 2020 annual monitoring report June 30, 2021 and the 2021 annual monitoring report by June 30, 2022. NAI has developed a cost proposal for long-term monitoring in 2021 and 2022 to complete the WPP implementation for this period. This SOW includes:

- Data analysis, management, and project oversight for three dry, one wet, and two bacteriological sampling events conducted by City personnel during 2021;
- Data analysis, management, and project oversight for three dry, one wet, and two bacteriological sampling events conducted by City personnel during 2022;
- Biological sampling for stream macroinvertebrates conducted by NAI personnel at two stations during 2021 monitoring;
- Preparation of the annual status report that summarizes data collected during the entire 2020 monitoring year (due no later than June 30, 2021); and,
- Preparation of the annual status report that summarizes data collected during the entire 2021 monitoring year (due no later than June 30, 2022).

This SOW does not include the collection of dry or wet weather water quality sampling and bacteriological sampling, water quality laboratory analysis, or the cost of preparing a laboratory report summarizing data collected during 2021 and 2022 monitoring. The task of conducting the dry and wet weather and bacteriological sampling and all water quality laboratory analysis will be the responsibility of Kingsland personnel.

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 last conducted during 2018 monitoring period and are scheduled to be conducted in 2021 as part of this Scope of Work. The attached Figure 1 presents the location of the six monitoring stations. A breakdown of the WPP monitoring requirements is included below.

Watershed Protection Plan Monitoring Requirement	Monitoring Year	
	2021	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 water quality 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 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 annual 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-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).

Bioassessments

Biological monitoring will be conducted by NAI personnel during the 2021 monitoring period and includes only benthic macroinvertebrate community assessments. Benthic macroinvertebrate sampling will be conducted in either February or from November to December 2021 and will utilize the most recent version of the Georgia EPD Macroinvertebrate Biological Assessment of Wadeable Streams in Georgia - low gradient protocol (EPD, 2007). A physical habitat assessment, stream discharge, a Wolman pebble count, and channel cross-sectional survey will be conducted as part of the macroinvertebrate community assessment. The conditions of each monitoring site will be photo documented during each biological sampling event. All required laboratory and field forms and associated Multi-metric Indices (MMI) calculations will be completed and submitted with the annual status report. Results of the 2021 macroinvertebrate assessment will be compared to previous sampling periods to determine long-term biological monitoring trends within the Kingsland area.

Annual Status Report

Two annual status reports, which summarize the results of the water quality monitoring from 2020 and 2021 monitoring will be submitted to the EPD no later than June 30, 2021, and June 30, 2022, respectively. In accordance with WPP guidance, the reports 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. 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 reports. The sample results from 2020 and 2021 monitoring period will

also be compared to previous monitoring years to determine long-term water quality trends within the Kingsland area. Finally, the reports will include any proposed changes to the City's WPP. A hardcopy and electronic version of the assessment reports will be provided to 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 2021 and 2022 dry weather water quality monitoring events will be completed by City of Kingsland personnel during the periods listed in the proposed schedule. One dry event shall be conducted with the macroinvertebrate sampling and a second at the same time as the fish community assessment. The wet weather events will be targeted between May and October 2021 and 2022. Both rounds of the bacteriological sampling (4 individual samples) will also be targeted between May and October 2021 and 2022. The 2020 and 2021 annual status report will be submitted to EPD no later than June 30, 2021 and June 30, 2022, respectively, following review and approval by the City.

For planning purposes, the proposed 2021 and 2022 calendar year schedule for fieldwork, sampling, and report preparation for the City of Kingsland WPP long-term monitoring are presented in the table below. This schedule should be used for planning purposes only. NAI personnel will coordinate all sampling events with City personnel to ensure all monitoring requirements are met.

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												
Biological² (2021 only)												
Macroinvertebrate												
Reporting³												

¹ Water quality and bacteria sampling will be conducted annually.

² Biological monitoring will be conducted two years for every five-year period.

³ Annual status reports will be completed annually and submitted to EPD no later than June 30th.

Budget

The total lump sum cost to complete 2021 monitoring, associated data analysis and management, macroinvertebrate sampling and analysis, and reporting is \$14,300. For the 2022 monitoring period, the cost to conduct the water quality data analysis and management, and reporting is \$8,550. 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 6 and all of Year 7 monitoring only. A cost breakdown per task is provided below.

Task	Cost
2021	
Data Assessment & Management	\$3,120
Macroinvertebrate Sampling and Analysis	5,880
2020 Report (Due June 30, 2021)	5,010
2022	
Data Assessment & Management	3,120
2021 Report (Due June 30, 2022)	5,010
TOTAL COST	\$22,140

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.

Sincerely,

NUTTER & ASSOCIATES, INC.



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



Tony S. Greco, PWS
Principal, Senior Scientist

Enclosures

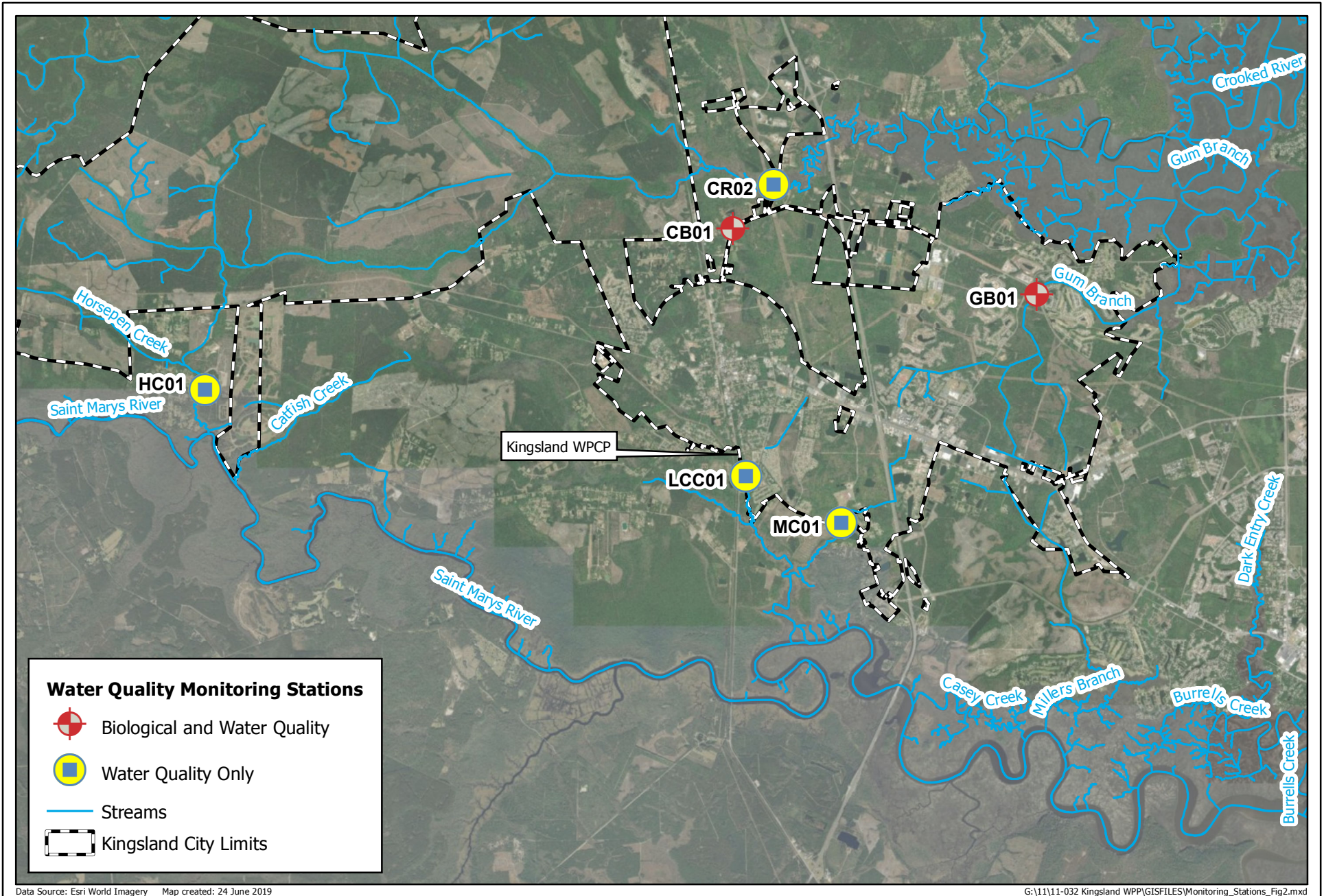


Figure 1. Locations of water quality monitoring stations, Kingsland Watershed Protection Plan.

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: Kingsland_2021 and 2022 WPP Monitoring Scope of Work (3405 : Approval Of: 2020 - 2022 Watershed Protection Scope of Work)

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:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 ► 1/1/2021

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

11.1.a
DATE (MM/DD/YYYY)
07/31/2020

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 Ins 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: Property-Owners INSURER B: Southern Trust INSURER C: AutoOwners INSURER D: Valley Forge INSURER E: OneBeacon Environmental INSURER F:	
		NAIC # 12610 18988 20508	

COVERAGES **CERTIFICATE NUMBER:** CL2073131291 **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:			8022165020	08/01/2020	08/01/2021	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
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			ACV102002415	08/01/2020	08/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
C	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$			4863969800	08/01/2020	08/01/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
D	☒ 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	08/01/2020	08/01/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	PROFESSIONAL LIABILITY CONTRACTORS POLLUTION			793-00-36-09-0004	08/01/2020	08/01/2021	EA WRONGFUL ACT 2,000,000 AGGREGATE 2,000,000 EA POLLUTION CONDIT 1,000,000

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

CERTIFICATE HOLDER Insured Copy	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
---	--



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

2021 FEE SCHEDULE

<u>Staff Classification</u>	<u>Hourly Rate</u>
Professional Services	
Senior Consultant	\$ 160
Senior Scientist	145
Project Scientist II	130
Project Scientist I	115
Staff Scientist II	100
Staff Scientist I	85
Technician	70
Support Services	
Administrative Assistant	\$ 35
Senior Administrator/Project Administrator	45
Expenses and Subcontracts	
Direct expenses including supplies, communication, travel and lodging as well as subcontracts managed by Nutter & Associates will be charged at 1.15 times direct cost.	



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 02/08/21 06:00 PM

Department: City Manager

Category: Resolution

Prepared By: Lee Spell

Initiator: Lee Spell

Sponsors: City Manager Spell, Supervisor Kimball

DOC ID: 3388

AGENDA ITEM (ID # 3388)

Approval Of: Resolution for Coastal Incentive Grant Application Submittal

A Resolution in support of, and authorizing the submittal of Kingsland's full application for the Coastal Incentive Grant.

The Coastal Resources Division has reviewed our Pre-Application for the Coastal Incentive Grant and has invited us to submit our Full Application for the project titled, "Enhancing Floodplain Management in the City of Kingsland through Entry into the Community Rating System (CRS) Program".

State of Georgia
The City of Kingsland

**RESOLUTION# 2021-3 OF THE CITY OF KINGSLAND CITY COUNCIL TO APPLY
FOR A COASTAL INCENTIVE GRANT AND COMMIT UPON AWARDED OF THE
GRANT TO ENTER INTO A PROJECT AGREEMENT WITH THE GEORGIA
DEPARTMENT OF NATURAL RESOURCES COASTAL RESOURCES DIVISION**

WHEREAS, the mission of the Coastal Incentive Grant as part of the Georgia Coastal Management Program is consistent with goals of City of Kingsland's Floodplain Management Program, and

WHEREAS, the City is desirous of obtaining a Georgia Department of Natural Resources Coastal Incentive Grant to enhance the City's Floodplain Management Program by Entering into the Community Rating System Program, and

WHEREAS, the City is committed to minimize the potential for flood damage to existing and future development within the community, and

WHEREAS, the City is committed to enhancing its public education and outreach on flood risk by joining the Camden County-St. Marys Program for Public Information (PPI), and

WHEREAS, the City is an eligible applicant under the rules of the Coastal Incentive Grant Cycle 24 Request for Proposals.

NOW, THEREFORE, BE IT RESOLVED that the City of Kingsland City Council,

Does hereby authorize staff to apply for a Coastal Incentive Grant through the Georgia Department of Natural Resources Coastal Resources Division. Upon award of the grant, the City Council shall enter into a Project Agreement between the City Council and Georgia Department of Natural Resources Coastal Resources Division.

Adopted, the _____ day of February, 2021

CITY COUNCIL
CITY OF KINGSLAND

Dr. C. Grayson Day, Mayor

Attest: _____
Linda O'Shaughnessy, Clerk

Coastal Incentive Grant – Full Application – FINAL DRAFT

Title: Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program

Project Overview

The Community Rating System (CRS) is a voluntary program associated with the National Flood Insurance Program (NFIP). Under CRS, communities participating in the NFIP are rewarded for doing more than regulating construction of new buildings to the minimum national standards. Program participants are rewarded with discounted flood insurance premiums for policyholders within their community. In 2019, there were 53 communities participating in CRS in Georgia, with 15 communities located in Coastal Georgia. For Georgia communities not participating in CRS, Kingsland is the community with the most flood insurance policies. In October 2020, Kingsland ranked 17th in the state for number of flood insurance policies with 925.

From disasters experienced in 2017 (tornadoes in Dougherty County and Hurricane Irma), the zip code that encompasses most of Kingsland, 31548, was identified by HUD as one of the top five most impacted and distressed. Joining and participating in CRS will help the City enhance their floodplain management, and reduce the impact and damage from future flood events.

If financial support is awarded, the City will allocate the resources and staff time necessary to meet the strategies outlined within the grant application. This includes an assessment of existing floodplain management programs and policies where improvements can be made not only from a CRS perspective, but also as a means to better protect property and residents within the community. The proposed two-year project will provide financial support to the City to conduct the background work necessary to prepare and submit the CRS application in Year #1, and then to assist and train City staff to implement and manage the floodplain program for the City's first year in the CRS Program in Year #2, as well as provide a more consistent message across the entire county by updating publicly-available tools created through a previous CIG (Cycle 21 – Camden County 'Rise Ready' Coastal Resilience Project) to incorporate City of Kingsland and to conduct a countywide ordinance review.

The specific tasks for Year #1 include: (1) audit of existing floodplain management program, (2) ISO initial verification visit, (3) detailed GIS analysis of CRS Activity 420 – Open Space Preservation, (4) participation in Camden County-St. Marys Program for Public Information (PPI), (5) participation in CRS Users Group, and (6) completion of CRS application. Tasks for Year #2 include: (1) train City staff to implement the new floodplain management program and completion of the first-year certification, (2) implement public education items from the joint PPI, (3) conduct a comprehensive countywide ordinance review of floodplain management topics, and (4) review and update online tools created as part of Camden County 'Rise Ready' project to ensure there are no gaps or outdated information for Kingsland, including an update to the CRS Explorer for current and future open space preservation (<https://crs.tnc.org/>). Each year will include an Open House/Webinar to educate and update the public on this project and outcomes.

By completing the proposed scope of work, the City will complete all necessary steps to enter into the CRS program, and the training provided in Year #2 will make the program sustainable moving forward. The ultimate goal for this project is to give the City the resources needed to explore the CRS program in a manner that provides the tools needed to maximize available credits for activities currently being completed, explore opportunities for additional credits, and to minimize the potential for flood damage to existing and future development within the community. Another goal is for Kingsland to have similar messages and information as unincorporated Camden County and St. Marys, who each have well established CRS programs. This will be achieved through the joint PPI, updating mapping information on the same web applications, and conducting a countywide ordinance review.

Coastal Management Relevance

City of Kingsland currently does not participate in the FEMA Community Rating System (CRS) Program. One reason is due to not having staff with experience in the program. Joining the program can be a monumental undertaking. The 2017 FEMA NFIP CRS Coordinator's Manual is 641 pages, and a 2021 Addendum is another 68 pages. With over 700 pages of technical guidance, it can be overwhelming to determine which of the 19 major activities (categories) the City is eligible to receive credits, or could easily expand their current practices and programs to receive credits.

The focus of this grant is to provide technical assistance for the City to apply to the CRS Program and support in the first year to allow them to establish their program and procedures. This project will satisfy a project theme for CIG Cycle 24 to "*strengthen local capacity to implement FEMA's Community Rating System.*" Within Camden County, unincorporated Camden County and City of St. Marys participate in a Program for Public Information (PPI). Having City of Kingsland join this PPI would further expand the message countywide, as Kingsland's population comprises about one-third of the countywide population. Through this partnership with St. Marys and unincorporated Camden County, all three will also conduct a comprehensive review of floodplain management ordinances to attempt to be more uniform countywide.

Specific relevance to this local municipality is the Public Information Activities (300 Series), in which there are seven of the 19 activities. The flood damage caused by Hurricane Irma affected numerous properties outside of the Special Flood Hazard Area (SFHA) – floodplain delineated on the FIRM as A-Zones and V-Zones or 1% annual chance flood or 100-year floodplain. Many of the homes that flooded did not have flood insurance. Public information and education on the risk of flooding and how to acquire flood insurance are important aspects of this project and the City joining the CRS program. Based on a preliminary individual damage assessment of several neighborhoods in Kingsland, there were 128 residential homes with damage from Hurricane Irma in 2017. This is not a complete list of all properties damaged in the City Limits, but of the 128 homes assessed, all were located outside of the SFHA. They were all located in the X-Zone, which has the lowest risk according to the Flood Insurance Rate Maps (FIRMs). The X-Zone is located outside of the Shaded X-Zone (0.2% annual chance flood or 500-year floodplain). About half of the affected homes assessed (66 out of 128) were classified as having "Major Damage," and it was listed the 47 had 3 to 4 feet of water. Photos showing flooding caused by Hurricane Irma and the resulting damage to personal property are shown in Figure 1.



Figure 1. Neighborhood flooding caused by Irma (Left) and damaged personal property (Right).

The City has engaged several partners outside of the City of Kingsland who will serve on the Project Team to assist in the implementation of this project, including DNR-Coastal Resources Division (Kelly Hill and Jennifer Kline), Camden County (Scott Brazell), City of St. Marys (Kenneth Hughes), and The Nature Conservancy (TNC) (Ashby Nix Worley). Letters of support indicating contributions of Match from Camden County, City of St. Marys, and TNC are included with this application.

This project will also expand a previous CIG (Cycle 21 – Camden County ‘Rise Ready’ Coastal Resilience Project), where TNC, Camden County, and City of St. Marys created a Flood Awareness Tool (Flood Risk App). All three groups are supporting Kingsland in the proposed CIG to review the GIS data layers posted on this page and update any for City of Kingsland that are missing or outdated. In addition, a subcontract to TNC will allow the open space analysis conducted in Year #1 to be uploaded into the CRS Open Space Explorer Tool, that is managed by TNC - <https://crs.tnc.org/>. This tool displays current and proposes locations for future open space preservation, and it currently houses information for unincorporated Camden County and City of St. Marys.

Project Goals

The ultimate goal and reason for the funding request is to give the City of Kingsland the resources needed to explore the CRS program in a manner that provides the tools needed to maximize available credits for activities currently being completed, explore opportunities for additional credits, minimize the potential for flood damage to existing and future development within the community, and to provide the tools and resources for the City to implement the CRS Program beyond the grant completion.

A secondary goal is for Kingsland to have similar messages and information as unincorporated Camden County and St. Marys, who each have well established CRS programs. This will be achieved through the joint PPI, updating mapping information on the same web applications, and conducting a countywide ordinance review. Informing and engaging the public each year through either an Open House or webinar is a priority. The objective of these public information sessions is to update the community on the steps the City is taking to enhance its floodplain management program, where they can access tools to better understand their risks, and how they can utilize these tools and information sources.

This project will provide support to a few state and local plans, including the *2019 Georgia Statewide Nonpoint Source Management Plan*. Two long-term goals for the section "*Urban Nonpoint Source Program - Floodplains*" are to (1) "Promote participation in voluntary flood management programs, such as the NFIP and CRS," and (2) "Provide community assistance in implementing floodplain management through the Community Assistance Program." As Kingsland currently lacks the staff with experience in the CRS program, this grant will provide the City with the resources to hire a consultant to provide technical assistance to apply to the CRS Program and to assist them in establishing their program and procedures to have a sustainable program. In addition, the City will have support from other knowledgeable resources at Camden County, City of St. Marys, and TNC.

Camden County and the Cities of Kingsland, St. Marys, and Woodbine are nearly complete with updating their Multi-Jurisdictional Hazard Mitigation Plan (HMP). A final draft was prepared in January 2021, and it includes information on the CRS program. One of the new action items in Section 3, Mitigation Strategy, targets Kingsland's participation in CRS: "*Action Item #135 – Promote Kingsland's participation in the FEMA Community Rating System program, leading to discounts in flood insurance premiums.*" Per the HMP, this action item would address the following hazards: flood, hurricane, sea level rise, and severe weather. Funding and completing this project will help City of Kingsland to achieve this goal from their HMP.

Year 1 Tasks

1. Schedule a Community Assistance Visit (CAV)
 - **Description:**
 - A Community Assistance Visit (CAV) will be scheduled so that representatives from FEMA can discover any items that need to be addressed prior to submitting the letter of intent and formal application.
 - **Deliverables:**
 - Sign-In Sheet and Correspondence with FEMA
 - **Anticipated Date of Completion:**
 - October 31, 2021
2. Floodplain Management Program Audit
 - **Description:**

- A Project Team of City staff, the Camden County CRS Coordinator, TNC staff, and DNR-CRD staff will be formed to provide information and review findings. A consultant will facilitate these meetings and develop a matrix to record the current status of the City and County Floodplain Management programs to develop a baseline. The matrix will include a summary of what is being completed under the current programs, program shortcomings, and recommended action items for improvement.
- **Deliverables:**
 - Matrix detailing and summarizing CRS categories and activities based on City's current programs (and activities they can count from the County).
 - Report detailing the results of the audit and recommendations.
- **Anticipated Date of Completion:**
 - December 31, 2021
- 3. CRS Quick Check
 - **Description:**
 - The consultant in working with the City and committee will complete the "CRS Quick Check" Form (FEMA FORM 086-0-35).
 - **Deliverables:**
 - Completed "CRS Quick Check" Form
 - **Anticipated Date of Completion:**
 - January 31, 2022
- 4. ISO Initial Verification Visit
 - **Description:**
 - City staff and the consultant will schedule and participate in the ISO Initial Verification Visit to discuss activities that the City currently conducts and new activities that they plan to implement.
 - **Deliverables:**
 - Post-Initial Verification Visit Letter from ISO
 - **Anticipated Date of Completion:**
 - April 30, 2022
- 5. Open Space Analysis
 - **Description:**
 - The consultant will incorporate existing data and tools from the project team to conduct a detailed review of CRS Activity 420 (Open Space Preservation). The majority of the analysis will be completed using desktop GIS digitization techniques and online resource, but field verification will be completed if needed. Once developed, the GIS database can be used to determine points based on the open space activities and the credit criteria. Maps or a GIS web application will be developed and shared with the Project Team to get feedback and share information.
 - **Deliverables:**
 - GIS database of open space features.

- Table summarizing anticipated points associated with each open space element.
- **Anticipated Date of Completion:**
 - April 30, 2022
- 6. City Engagement in Camden County PPI and CRS User's Group
 - **Description:**
 - The City of Kingsland will join the Camden County-St. Marys Program for Public Information (PPI), and the City of Kingsland CRS Coordinator will participate in CRS User's Group meetings. Through the PPI efforts, the City of Kingsland will update the County's PPI materials to incorporate implementation within the City of Kingsland.
 - **Deliverables:**
 - PPI meeting agendas and minutes.
 - List of outreach projects targeting City of Kingsland.
 - Updated PPI document/materials.
 - City attendance at CRS User's Group meetings.
 - **Anticipated Date of Completion:**
 - September 30, 2022
- 7. Public Open House/Webinar
 - **Description:**
 - The Project Team will hold an Open House in person or virtually as a webinar (depending on COVID-19 status) to educate the public on the steps and action that the City undertook during Year #1 of this project to pursue joining the CRS Program and enhance its floodplain management program.
 - **Deliverables:**
 - Presentation materials (e.g., copy of PowerPoint file, link to recording, etc.)
 - Sign-In Sheet or website analytics to show number of participants
 - **Anticipated Date of Completion:**
 - September 30, 2022
- 8. CRS Application
 - **Description:**
 - City staff and consultant will gather all information required to complete the CRS application, and submit it to the ISO/CRS Specialist and FEMA.
 - **Deliverables:**
 - Completed Application Package
 - CRS Program Data Table (CC-213 Recertification Form)
 - Certification Letter (CC-230 Verification Letter)
 - **Anticipated Date of Completion:**
 - September 30, 2022

Year 2 Tasks

1. Training City Staff for Implementing Year #1 of CRS Program & First Year Certification
 - **Description:**
 - The consultant will work closely with City staff following acceptance into the CRS Program to support and train them to continue to implement the program. The City's CRS Coordinator, with support from the consultant, will complete the First Year Certification Letter and submit to ISO/FEMA.
 - **Deliverables:**
 - First Year Certification Submission/Letter
 - Templates for Standard Operating Procedures (SOPs) for regular reporting items
 - **Anticipated Date of Completion:**
 - September 30, 2023
2. Review Camden County Rise Ready Coastal Resilience Toolkit and Update GIS for City of Kingsland
 - **Description:**
 - As part of CIG Cycle 21 Project, unincorporated Camden County and City of St. Marys created a Flood Awareness Tool (Flood Risk App) as part of the Camden County Rise Ready coastal resilience toolkit. This information is available through the County's webpage, and it is directly available at: <https://maps.coastalresilience.org/georgia/>. The project team will review the GIS data layers posted on this page and update any for City of Kingsland that are missing or outdated. One layer that requires addition and substantial effort is included as a separate task – Task #3 (below).
 - **Deliverables:**
 - Updated GIS (as needed) at: <https://maps.coastalresilience.org/georgia/>
 - Link to Flood Awareness Tool on City of Kingsland webpage
 - **Anticipated Date of Completion:**
 - December 31, 2022
3. Open Space App
 - **Description:**
 - The Open Space Analysis from Year #1 will be uploaded into the CRS Open Space Explorer Tool, that is managed by TNC - <https://crs.tnc.org/>. This is the same platform that houses City of St. Marys and Camden County data, and it was created as part of the Camden County Rise Ready coastal resilience toolkit noted in Task #2. The web developer for TNC will upload the material to the portal for future open space
 - **Deliverables:**
 - City of Kingsland data on <https://crs.tnc.org/>
 - **Anticipated Date of Completion:**
 - March 31, 2023
4. Ordinance Review
 - **Description:**

- In a coordinated effort for uniformed ordinances related to floodplain management topics countywide, local staff, including the CRS Coordinators from Camden County, City of Kingsland, and City of St. Marys will review and discuss these ordinances for consistency and variations across the three jurisdictions. The ordinance review and meetings will be facilitated by a consultant. Based on the outcomes of the review, the consultant will work with City of Kingsland to draft edits to existing ordinance for presentation to the City Council.
 - **Deliverables:**
 - Summary document of variations between the three jurisdictions
 - Draft ordinance for City of Kingsland
 - **Anticipated Date of Completion:**
 - May 31, 2023
5. Continued Participation in PPI and CRS User's Group
- **Description:**
 - The City of Kingsland CRS Coordinator will continue to participate in CRS User's Group meetings and the Camden County-St. Marys PPI. The CRS User's Group targets quarterly meeting, and the PPI meets on an annual basis to review information. The PPI includes staff and citizen representatives.
 - **Deliverables:**
 - PPI meeting agendas and minutes.
 - City attendance at CRS User's Group meetings.
 - **Anticipated Date of Completion:**
 - September 30, 2023
6. Public Education & Implementation of PPI
- **Description:**
 - The City will continue the efforts discussed in Year #1 to implement specific activities outlined in the PPI document/plan.
 - **Deliverables:**
 - Outreach activities and documentation of PPI implementation
 - **Anticipated Date of Completion:**
 - September 30, 2023
7. Public Open House/Webinar
- **Description:**
 - The Project Team will hold an Open House in person or virtually as a webinar (depending on COVID-19 status) to educate the public on how to use some of the new web-based tools and to provide an update on other activities conducted in Year #2 to enhance its floodplain management program.
 - **Deliverables:**
 - Presentation materials (e.g., copy of PowerPoint file, link to recording, etc.)

- Sign-In Sheet or website analytics to show number of participants
- **Anticipated Date of Completion:**
 - September 30, 2023

Communications (3,000 characters)

Type of Outreach Plan: (1) Educational Activities

The outreach plan to disseminate project results, impacts and benefits to coastal managers and the public targets “Educational Activities.” City of Kingsland will join the Camden County – St. Marys Program for Public Information (PPI). The City of Kingsland will update the County’s PPI materials to incorporate implementation within the City of Kingsland. In addition, one Public Open House/Webinar will be offered in Year #1 to educate and inform the public about the steps and action that the City undertook to pursue joining the CRS Program and enhance its floodplain management program, and a second Open House/Webinar will be offered in Year #2 to educate the public on how to use some of the new web-based tools for assessing flood risk. The Open Houses/Webinars will provide opportunities for residents to become aware of the City’s enhanced floodplain management program, the new web-based tools, and general education on flooding. The City Manager will also provide updates to City Council to further inform the Council Members and general public. It is expected that 12 people will participate in the PPI committee and that the new outreach materials will reach hundreds of residents, and it is expected that an online webinar could reach 140 people in Year #1 and 200 people in Year #2.

Project Timeline and Milestones (5,000 characters)

TASK/MILESTONE- YEAR 1	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	March-22	April-22	May-22	June-22	July-22	Aug-22	Sep-22
Award Subcontract												
Task 1: Schedule a Community Assistance Visit (CAV)												
Task 2: Floodplain Management Program Audit												
Task 3: CRS Quick Check												
Task 4: ISO Initial Verification Visit												
Task 5: Open Space Analysis												
Task 6: City Engagement in Camden County PPI and CRS User's Group												
Task 7: Public Open House / Webinar												
Task 8: CRS Application												

TASK/MILESTONE- YEAR 2	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	March-23	April-23	May-23	June-23	July-23	Aug-23	Sep-23
Task 1: Training City Staff for Implementing Year #1 of CRS Program & First Year Certification												
Task 2: Review Camden County Rise Ready Coastal Resilience Toolkit and Update GIS for City of Kingsland												
Task 3: Open Space App												
Task 4: Ordinance Review												
Task 5: Continued Participation in PPI and CRS User's Group												
Task 6: Public Education & Implementation of PPI												
Task 7: Public Open House / Webinar												

Project Management (5,000 characters)

Scott Kimball, Planning & Zoning Director with City of Kingsland, will serve as the primary project manager. He will manage the subcontract and work to provide coordination with the subcontractor and other City of Kingsland employees when meetings and transfer of information are needed. Scott will become the CRS Coordinator for the City of Kingsland during this process. Other City of Kingsland personnel who will contribute to this project include Lee Spell, William Coleman, Ron Knox, Edie Link, and Filiz Morrow. In addition to City of Kingsland personnel, the CRS Coordinators for City of St. Marys, Kenneth Hughes, and Camden County, Scott Brazell, will participate in this project, as well as the Coastal Climate Adaptation Director for The Nature Conservancy, Ashby Nix Worley. There will also be some volunteer participation from members of the Camden County Program for Public Information (PPI) Committee as well as the general public through open houses/webinars.

Letters of Support from City of St. Marys, Camden County, and TNC show their commitment to this project and that they will be contributing \$2,600, \$8,280, and \$5,850 as In-Kind Match, respectively. The individuals who submitted Letters of Support have a wealth of knowledge and experience in the CRS Program and floodplain management.

Budget Narrative – Year #1

Personnel

Personnel who will work on the grant from City of Kingsland include: Scott Kimball, Lee Spell, William Coleman, Ron Knox, Edie Link, and Filiz Morrow. Scott Brazell from Camden County will also be working on this grant during Year #1. Detailed information is provided below for each, and their salaries will be used as In-Kind Match.

- a. Name: Scott Kimball
 - b. Title: Planning & Zoning Director
 - c. Annual Salary: \$75,650 / year
 - d. Time to be spent on the grant project: 180 hours
 - e. Description of responsibilities: Scott is the Planning & Zoning Director for Kingsland and will serve as the primary project manager for this grant, including management of the subcontractor, coordination among other City departments, and administration of the grant. Scott will review and comment on the deliverables provided by the subcontractors, and he will become the CRS Coordinator for the City of Kingsland in Year #1. Scott will actively work with the contractor in Year #1 to prepare the CRS Application for submission.
-
- a. Name: Lee Spell
 - b. Title: City Manager
 - c. Annual Salary: \$98,262 / year
 - d. Time to be spent on the grant project: 60 hours

- e. Description of responsibilities: Lee is the City manager for Kingsland, GA. He will provide overarching management of the various departments participating in the project. Lee will provide updates to City Council and participate in meetings with staff and the consultant.
-
- a. Name: William Coleman
 - b. Title: Public Works Director
 - c. Annual Salary: \$78,667.21 / year
 - d. Time to be spent on the grant project: 80 hours
 - e. Description of responsibilities: As Director of Public Works, William will assist with the CRS Application for activities related to stormwater management and drainage and maintenance of these systems. William will also provide input for the public education materials on areas prone to flooding.
-
- a. Name: Ron Knox
 - b. Title: Assistant Public Works Director
 - c. Annual Salary: \$65,088.44 / year
 - d. Time to be spent on the grant project: 100 hours
 - e. Description of responsibilities: Ron is the Assistant Public Works Director, so he will assist William with the CRS Application for activities related to stormwater management and drainage and maintenance of these systems, as well as review of public education materials.
-
- a. Name: Edie Link
 - b. Title: GIS Technician
 - c. Hourly Rate: \$15.38 / hour (with \$6.15 fringe)
 - d. Time to be spent on the grant project: 180 hours
 - e. Description of responsibilities: Edie will provide GIS support and coordination for this project based on existing datasets that the City maintains. Edie will also assist the consultant in preparing documentation needed for the CRS Application.
-
- a. Name: Filiz Morrow
 - b. Title: Finance Director
 - c. Annual Salary: \$87,651.31 / year
 - d. Time to be spent on the grant project: 20 hours
 - e. Description of responsibilities: Filiz will assist with financial administration of the grant. She will oversee the payment of consultant invoices and help prepare the required documentation to verify matching funds
-
- a. Name: Scott Brazell
 - b. Title: Camden County CRS / E&S Coordinator
 - c. Hourly Rate: \$29.15 / hour (with \$5.35 fringe)
 - d. Time to be spent on the grant project: 80 hours
 - e. Description of responsibilities: Scott will provide the City with connections to join the Camden County Program for Public Information (PPI) and the Coastal Georgia CRS User's

Group. Scott will serve as a technical resource to share documentation and programs that the County implements as part of their CRS Program, in case if the City is able to also count or replicate these activities for their CRS Application.

Fringe Benefits

Fringe benefits of the City of Kingsland include: annual holidays, vacation leave, sick leave, workers' compensation, group medical and hospital insurance, group life insurance, and retirement. Fringe benefits will be used as In-Kind Match, and the Fringe Rate is 40% for each City of Kingsland employee. Fringe benefits include the same types of benefits for Camden County, but this one employee has a specific hourly fringe rate of \$5.35.

Equipment (Items > \$5,000)

N/A

Travel

N/A

Supplies

N/A

Subcontracts

The City plans to issue two subcontracts as part of this grant. One will be to Goodwyn Mills Cawood for \$35,000 in Year #1, and it will be charged entirely to grant funds. The other will be to TNC, in which \$2,680 will be provided in In-Kind Match for Personnel and Fringe contributions from Ashby Worley in Year #1, and they will receive grant funds in Year #2 only.

Subcontract #1:

a. Name: Goodwyn Mills Cawood, LLC.

b. Description of Work: This subcontractor will be responsible for the following activities: lead and facilitate floodplain management program audit, complete CRS Quick Check form, participate in ISO initial verification visit, conduct open space analysis, participate in Camden County PPI meeting and public Open House/webinar, work with the City to submit CRS application, and provide grant administration support. GMC has previously assisted McIntosh County in joining the CRS Program and has experience assisting other communities in coastal Georgia with CRS Audits/Reviews. In several cases, GMC has helped communities improve their CRS Rating by multiple classes.

c. Budget: The subcontract budget will be entirely in the form of salary for staff time, and it totals \$35,000 in grant funds. The subcontract budget is presented in the requested budget categories:

Category	CIG Funds	Match Funds
Personnel (salary for staff time)	\$35,000	\$0
Fringe (included in salary for staff time)	\$0	\$0
Equipment	\$0	\$0
Travel	\$0	\$0
Supplies	\$0	\$0
Subcontracts	\$0	\$0
Construction	\$0	\$0
Other	\$0	\$0
Indirect	\$0	\$0
Total	\$35,000	\$0

Subcontract #2:

a. Name: The Nature Conservancy

b. Description of Work: This subcontractor will be responsible for the following activities: participate in review of the floodplain management audit, open space analysis, and Open House/webinar materials, as well as attend the PPI and CRS User's Group meetings.

c. Budget: This subcontract budget totals \$0 in grant funds and \$2,680 in match, as detailed below. TNC has a fringe rate of 43%, and Ashby Worley will spend 88 hours as Match during Year #1. The subcontract budget is presented in the requested budget categories:

Budget Categories	CIG Funds	Match Funds	Total
Personnel	\$0	\$1,874	\$1,874
Fringe	\$0	\$806	\$806
Equipment	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Supplies	\$0	\$0	\$0
Subcontract	\$0	\$0	\$0
Construction	\$0	\$0	\$0
Other	\$0	\$0	\$0
Indirect	\$0	\$0	\$0
TOTAL	\$0	\$2,680	\$2,680

Construction

N/A

Other

All Other costs from volunteer participation in committees will be In-Kind Match. During Year #1, there will be at least one Program for Public Information (PPI) Meeting. Non-City staff meeting attendees will be counted as volunteers because they will be providing input on the project, and their time will be used as In-Kind Match. It is assumed that each meeting will have 12 non-staff participants, and each participant will spend 5 hours for each meeting. The 5 hours includes the meeting, traveling to/from the meeting, and reviewing documents. In addition, the Public Open

House/Webinar is also expected to receive some input on the project, so this participation will also count towards In-Kind Match. It is assumed that a half-hour webinar will be created that 140 individuals will participate in. Based on these assumptions, the stakeholder meetings and Open House/Webinar are expected to generate 130 volunteer hours. Based on the 2019 volunteer rate for the State of Georgia of \$25.86, volunteer participation will contribute \$3,362. (<https://www.independentsector.org/resource/the-value-of-volunteer-time/>).

Indirect

City of Kingsland does not have a federally Negotiated Indirect Cost Rate Agreement (NICRA), so the applicant will use the 10% de minimis for indirect costs as In-Kind Match. Indirect costs are calculated as 10% of salary and fringe, and indirect costs will be used as In-Kind Match.

Budget Narrative – Year #2

Personnel

Personnel who will work on the grant from City of Kingsland include: Scott Kimball, Lee Spell, William Coleman, Ron Knox, Edie Link, and Filiz Morrow. Scott Brazell from Camden County and Kenneth Hughes from City of St. Marys will also be working on this grant during Year #2. Detailed information is provided below for each, and their salaries will be used as In-Kind Match.

- a. Name: Scott Kimball
 - b. Title: Planning & Zoning Director
 - c. Annual Salary: \$75,650 / year
 - d. Time to be spent on the grant project: 180 hours
 - e. Description of responsibilities: Scott is the Planning & Zoning Director for Kingsland and will serve as the primary project manager for this grant, including selection and management of the subcontractor, coordination among other City departments, and administration of the grant. Scott will review and comment on the deliverables provided by the subcontractors. In Year #2, Scott will be trained on how to maintain the City's CRS Program for future years. Scott will also conduct a comprehensive review of floodplain management ordinances for City of Kingsland, and he will review and discuss these ordinances for consistency and variations across the three jurisdictions.
-
- a. Name: Lee Spell
 - b. Title: City Manager
 - c. Annual Salary: \$98,262 / year
 - d. Time to be spent on the grant project: 40 hours
 - e. Description of responsibilities: Lee will continue to provide overarching management of the various departments participating in the project. Lee will provide updates to City Council and participate in meetings with staff and the consultant.

- a. Name: William Coleman
- b. Title: Public Works Director
- c. Annual Salary: \$78,667.21 / year
- d. Time to be spent on the grant project: 20 hours
- e. Description of responsibilities: As Director of Public Works, William will assist with implementation of the CRS Program for activities related to stormwater management and drainage and maintenance of these systems, and he will participate in the ordinance review task.

- a. Name: Ron Knox
- b. Title: Assistant Public Works Director
- c. Annual Salary: \$65,088.44 / year
- d. Time to be spent on the grant project: 20 hours
- e. Description of responsibilities: Ron is the Assistant Public Works Director, so he will assist William with implementation of the CRS Program for activities related to stormwater management and drainage and maintenance of these systems, as well as review of ordinances.

- a. Name: Edie Link
- b. Title: GIS Technician
- c. Hourly Rate: \$15.38 / hour (with \$6.15 fringe)
- d. Time to be spent on the grant project: 160 hours
- e. Description of responsibilities: Edie will continue to provide GIS support and coordination for this project based on existing datasets that the City maintains. Through the training in Year #2 by the consultant, Edie will implement protocols to manage and maintain documentation for regular reporting required in the CRS Program. Edie will also work with the consultant and TNC to update data created as part of Camden County 'Rise Ready' project, if outdated.

- a. Name: Filiz Morrow
- b. Title: Finance Director
- c. Annual Salary: \$87,651.31 / year
- d. Time to be spent on the grant project: 20 hours
- e. Description of responsibilities: Filiz will continue to assist with financial administration of the grant. She will oversee the payment of consultant invoices and help prepare the required documentation to verify matching funds

- a. Name: Scott Brazell
- b. Title: Camden County CRS / E&S Coordinator
- c. Hourly Rate: \$29.15 / hour (with \$5.35 fringe)
- d. Time to be spent on the grant project: 160 hours
- e. Description of responsibilities: Scott will continue to lead and participate in the Camden County Program for Public Information (PPI) and the Coastal Georgia CRS User's Group.

In Year #2, Scott will conduct a comprehensive review of floodplain management ordinances countywide, and he will review and discuss these ordinances for consistency and variations across the three jurisdictions.

- a. Name: Kenneth Hughes
- b. Title: Community Development Director, City of St. Marys
- c. Hourly Rate: \$36.06 / hour (with \$7.36 fringe)
- d. Time to be spent on the grant project: 60 hours
- e. Description of responsibilities: Kenneth will conduct a comprehensive review of floodplain management ordinances for City of St. Marys, and he will review and discuss these ordinances for consistency and variations across the three jurisdictions.

Fringe Benefits

Fringe benefits of the City of Kingsland include: annual holidays, vacation leave, sick leave, workers' compensation, group medical and hospital insurance, group life insurance, and retirement. Fringe benefits will be used as In-Kind Match, and the Fringe Rate is 40% for each City of Kingsland employee. Fringe benefits include the same types of benefits for Camden County and City of St. Marys. The one Camden County employee has a specific hourly fringe rate of \$5.35, and the one City of St. Marys' employee has a specific hourly fringe rate of \$7.36.

Equipment (Items > \$5,000)

N/A

Travel

N/A

Supplies

N/A

Subcontracts

The City will keep the same subcontracts from Year #1 to Year #2. For the second year, GMC's subcontract will be for \$27,500, and it will be charged entirely to grant funds. In Year #2, TNC will provide \$3,170 in In-Kind Match for Personnel and Fringe contributions from Ashby Worley, and they will also receive \$5,000 in grant funds to update TNC's web-platform for the "Rise-Ready Tools."

Subcontract #1:

- a. Name: Goodwyn Mills Cawood, LLC.

b. Description of Work: The subcontractor will be responsible for the following activities: train City staff to implement Year #1 of the CRS Program, assist with completion of the First Year Certification, review Camden County Rise Ready Coastal Resilience Toolkit, facilitate the comprehensive countywide floodplain management ordinance review, participate in Camden County PPI meeting and public Open House/webinar, and provide grant administration support. GMC has previously assisted McIntosh County in joining the CRS Program and has experience assisting other communities in coastal Georgia with CRS Audits/Reviews. In several cases, GMC has helped communities improve their CRS Rating by multiple classes.

c. Budget: The subcontract budget will be entirely in the form of salary for staff time, and it totals \$27,500 in grant funds. The subcontract budget is presented in the requested budget categories:

Category	CIG Funds	Match Funds
Personnel (salary for staff time)	\$27,500	\$0
Fringe (included in salary for staff time)	\$0	\$0
Equipment	\$0	\$0
Travel	\$0	\$0
Supplies	\$0	\$0
Subcontracts	\$0	\$0
Construction	\$0	\$0
Other	\$0	\$0
Indirect	\$0	\$0
Total	\$27,500	\$0

Subcontract #2:

a. Name: The Nature Conservancy

b. Description of Work: This subcontractor will be responsible for the following activities: review Camden County Rise Ready Coastal Resilience Toolkit, review and upload open space information into the CRS Open Space Explorer Tool at (<https://crs.tnc.org>), and participate in countywide floodplain management ordinance review, Camden County PPI meeting, and public Open House/webinar.

c. Budget: This subcontract budget totals \$5,000 in grant funds and \$3,170 in match, as detailed below. TNC has a fringe rate of 43%, and Ashby Worley will spend 104 hours as Match during Year #1. The subcontract budget is presented in the requested budget categories:

Budget Categories	CIG Funds	Match Funds	Total
Personnel	\$3,497	\$2,217	\$5,714
Fringe	\$1,503	\$953	\$2,456
Equipment	\$0	\$0	\$0
Travel	\$0	\$0	\$0
Supplies	\$0	\$0	\$0
Subcontract	\$0	\$0	\$0
Construction	\$0	\$0	\$0
Other	\$0	\$0	\$0
Indirect	\$0	\$0	\$0
TOTAL	\$5,000	\$3,170	\$8,170

Construction

N/A

Other

All Other costs from volunteer participation in committees will be In-Kind Match. During Year #2, there will be at least one Program for Public Information (PPI) Meeting. Non-City staff meeting attendees will be counted as volunteers because they will be providing input on the project, and their time will be used as In-Kind Match. It is assumed that each meeting will have 12 non-staff participants, and each participant will spend 3 hours for each meeting. The 3 hours includes the meeting, traveling to/from the meeting, and reviewing documents. In addition, the Public Open House/Webinar is also expected to receive some input on the project, so this participation will also count towards In-Kind Match. It is assumed that a half-hour webinar will be created that 200 individuals will participate in. Based on these assumptions, the stakeholder meetings and Open House/Webinar are expected to generate 136 volunteer hours. Based on the 2019 volunteer rate for the State of Georgia of \$25.86, volunteer participation will contribute \$3,517.

(<https://www.independentsector.org/resource/the-value-of-volunteer-time/>).

Indirect

City of Kingsland does not have a federally Negotiated Indirect Cost Rate Agreement (NICRA), so the applicant will use the 10% de minimis for indirect costs as In-Kind Match. Indirect costs are calculated as 10% of salary and fringe, and indirect costs will be used as In-Kind Match.

Supplemental Information

Match/In-Kind Letters of Support

- The Nature Conservancy – Ashby – **Received**
- Camden County – Scott – **Received**
- City of St. Marys – Kenneth – **Received**

Referenced Plans

- *2019 Georgia Statewide Nonpoint Source Management Plan*
- *2021 Camden County, Georgia Multi-Jurisdictional Hazard Mitigation Plan*

Certifications Form

- Need Lee to sign

Authorizing Resolution

- Need City Council to sign Resolution on Feb 8th



The Nature Conservancy
100 Peachtree St
Suite 2250
Atlanta, GA 30303

Tel (404) 873-6946
Fax (404) 873-6984

Nature.org/Georgia

February 1, 2021

Scott Kimball
Planning & Zoning Director
City of Kingsland
P.O. Box 250
Kingsland, GA 31548

RE: Letter of Support for “Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program”

Dear Mr. Kimball:

I am writing this letter to express my support of City of Kingsland’s Coastal Incentive Grant (CIG) Application – “Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program.” This project will help to enhance the City’s floodplain management program and resiliency, thereby reducing the impact and damage from future flood events. This project supports the key priorities of The Nature Conservancy (TNC), which includes Tackling Climate Change with Climate Adaptation and Protecting Resilient Land and Waters.

TNC worked with Camden County on a previous CIG – Camden County ‘Rise Ready’ Coastal Resilience Project. Through this project, publicly-available and user-friendly tools were created for residents to identify flood hazard information that can assist in future land use planning and prioritize floodprone open space for protection. I am excited to hear that City of Kingsland is pursuing entry into the CRS Program and that they are planning to utilize and update the tools developed for Camden County to also include City of Kingsland data through this grant.

For my part, I pledge to serve as a stakeholder to ensure that there are no gaps for Kingsland in the ‘Rise Ready’ tools, and TNC will assist with the update to the CRS Open Space Explorer App for current and future open space preservation that is housed on our web-platform (<https://crs.tnc.org>). Through my participation in the project TNC will provide \$5,850 in In-Kind Match through my salary and fringe benefits.

Sincerely,

Ashby Nix Worley, CFM
Coastal Climate Adaptation Director
The Nature Conservancy



City of St. Marys
Community Development

418 Osborne Street
St. Marys, Georgia 31558
(912) 510-4032

January 21, 2021

Scott Kimball
Planning & Zoning Director
City of Kingsland
P.O. Box 250
Kingsland, GA 31548

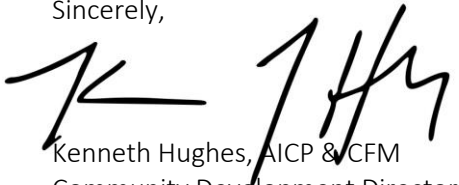
RE: Letter of Support for “Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program”

Dear Mr. Kimball:

I am the CRS Coordinator in City of St. Marys, and I have found that this program has numerous benefits to the residents and City as a whole. I am excited to hear that the City of Kingsland (“City”) is pursuing a grant to achieve the tremendous undertaking of joining CRS. I strongly support the City of Kingsland’s Coastal Incentive Grant application to enhance their floodplain management program, and I pledge to serve as a technical resource to the City as they pursue their application.

Scott Brazell and I run the Camden County – St. Marys Program for Public Information (PPI), and I am looking forward to the City joining us in this effort to further expand the message countywide, as Kingsland’s population comprises about one-third of the countywide population. The City of St. Marys will also join your planned effort to conduct a comprehensive review of floodplain management ordinances in an attempt to make these more uniform countywide. Through my participation in the tasks described above, City of St. Marys will contribute \$2,600 of In-Kind Match through my salary and fringe benefits.

Sincerely,


Kenneth Hughes, AICP & CFM
Community Development Director
City of St. Marys

Attachment: Full-App_Kingsland-CIG_draft New (3388 : Approval Of: Resolution for Coastal Incentive Grant Application Submittal)



Board of County Commissioners

P.O. Box 99/200 East 4th Street • Woodbine, GA 31569

Phone: (912) 510.0464 • Fax: (912) 576.5647 • www.camdencountyga.gov

Community Rating Service, E&S Coordinator

January 19, 2021

Scott Kimball
Planning & Zoning Director
City of Kingsland
P.O. Box 250
Kingsland, GA 31548

RE: Letter of Support for “Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program”

Dear Mr. Kimball:

I am happy to write a letter of support for City of Kingsland’s Coastal Incentive Grant application to enhance their floodplain management program. Flooding is a priority issue in Kingsland, as the zip code that encompasses most of Kingsland, 31548, was identified by HUD as one of the top five most impacted and distressed from disasters in 2017.

Through my experience as CRS Coordinator in Camden County, co-chair of the Coastal Georgia CRS User’s Group, and co-chair for the Camden County – St. Marys Program for Public Information (PPI), I can serve as a technical resource as the City pursues entry into the CRS program. I will share several programs and resources the County implements for floodplain management that the City might be able to include in their CRS application. I will also introduce City staff to join and participate in the Coastal Georgia CRS User’s Group and Camden County PPI. It will be great to add City of Kingsland in the PPI, such that they will convey similar messages and information as unincorporated Camden County and St. Marys. Kingsland joining the PPI will offer an opportunity for this group to review and update our public information materials. Through this partnership with St. Marys and unincorporated Camden County as part of this grant, all three will also conduct a comprehensive review of floodplain management ordinances to attempt to be more uniform countywide. A comprehensive review of floodplain management ordinances has been a long-term goal of mine, so I am looking forward to this grant to pull it together for all three communities in the upcoming year.

Through my participation in the tasks described above, Camden County will contribute \$8,280 of In-Kind Match through my salary and fringe benefits.

Sincerely,

“Georgia’s Coastal Community of Choice”

STEVE L. HOWARD
County Administrator

JOHN S. MYERS
County Attorney

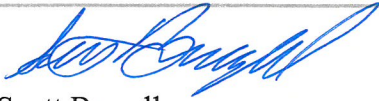
LANNIE BRANT
Commissioner, District 1

CHUCK CLARK
Commissioner, District 2

TREVOR READDICK
Commissioner, District 3

GARY BLOUNT
Commissioner, District 4

BEN CASEY
Commissioner, District 5



Scott Brazell
CRS / E&S Coordinator
Camden County

“Georgia’s Coastal Community of Choice”

STEVE L. HOWARD
County Administrator

O. BRENT GREEN
County Attorney

WILLIS R. KEENE JR.
Commissioner, District 1

CHUCK CLARK
Commissioner, District 2

JIMMY STARLINE
Commissioner, District 3

GARY BLOUNT
Commissioner, District 4

TONY SHEPPARD
Commissioner, District 5

CIG Budget (For reference only. Must be submitted online)

Project Title

Applicant (Institution)

Project Manager or PI Name

Budget Categories- Year 1

Personnel

CIG Funds Requested (Federal)

Total Personnel

Match Funds Provided (Non-Federal)

Fringe Benefits

CIG Funds Requested (Federal)

Total Fringe

Match Funds Provided (Non-Federal)

Equipment (Items >\$5,000)

CIG Funds Requested (Federal)

Total Equipment

Match Funds Provided (Non-Federal)

Travel

CIG Funds Requested (Federal)

Total Travel

Match Funds Provided (Non-Federal)

Supplies (Items <\$5,000)

CIG Funds Requested (Federal)

Total Supplies

Match Funds Provided (Non-Federal)

Subcontract

CIG Funds Requested (Federal)

Total Subcontract

Match Funds Provided (Non-Federal)

Construction

CIG Funds Requested (Federal)

Total Construction

Match Funds Provided (Non-Federal)

Other

CIG Funds Requested (Federal)

Total Other

Match Funds Provided (Non-Federal)

Indirect

CIG Funds Requested (Federal)

Total Indirect

Match Funds Provided (Non-Federal)

Attachment: Full-App_Kingsland-CIG_draft New (3388 : Approval Of: Resolution for Coastal Incentive Grant Application Submittal)

Total CIG

Total Match

Packet Pg. 78

Budget Categories- Year 2**Personnel**

CIG Funds Requested (Federal)

Y2.Total Personnel

Match Funds Provided (Non-Federal)

Fringe Benefits

CIG Funds Requested (Federal)

Y2.Total Fringe

Match Funds Provided (Non-Federal)

Equipment (Items >\$5,000)

CIG Funds Requested (Federal)

Y2.Total Equipment

Match Funds Provided (Non-Federal)

Travel

CIG Funds Requested (Federal)

Y2.Total Travel

Match Funds Provided (Non-Federal)

Supplies (Items <\$5,000)

CIG Funds Requested (Federal)

Y2.Total Supplies

Match Funds Provided (Non-Federal)

Subcontract

CIG Funds Requested (Federal)

Y2.Total Subcontract

Match Funds Provided (Non-Federal)

Construction

CIG Funds Requested (Federal)

Y2.Total Construction

Match Funds Provided (Non-Federal)

Other

CIG Funds Requested (Federal)

Y2.Total Other

Match Funds Provided (Non-Federal)

Indirect

CIG Funds Requested (Federal)

Y2.Total Indirect

Match Funds Provided (Non-Federal)

Y2.Total CIG

Y2.Total Match



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 3392)

Meeting: 02/08/21 06:00 PM
Department: Finance
Category: License
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 3392

11.3

Approval Of: Temporary Special Event Alcohol License for Walkabout Camp & RV Park

Special Event Permit for a One Day Alcohol Beverage License. Ms. Katie Kilner, Walkabout Camp & RV Park, has submitted an application for a temporary special event alcohol beverage license for a Music Festival to be held on March 6, 2021. The event will take place at 742 Old Still Road, Woodbine, Georgia 31569.



City Council
107 South Lee Street
Kingsland, GA 31548

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11.4

Approval Of: Application for Alcohol Beverage License for On-Premises Consumption from "Outerbanks Seafood and Steaks", Owner Alex Wong. Location of Business is 140 the Lakes Blvd, Kingsland, Georgia.

Mr. Alex Wong is applying for an Alcohol Beverage License for On-Premise Consumption for "Outerbanks Seafood and Steaks". The business is located at 140 The Lakes Blvd., Kingsland, Georgia