



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • SEPTEMBER 27, 2021

Regular Meeting

Webex

6:00 PM

Online Meeting Via WEBEX, Kingsland, GA 31548

I. CALL TO ORDER AND WELCOME GUESTS

II. ROLL CALL

Charles Grayson Day Jr.
James W Galloway
Farran Fullilove
Kristy Chance
Alex Blount

Mayor
Councilman
Councilman
Councilwoman
Mayor Pro Tem

III. INVOCATION AND PLEDGE TO THE FLAG

IV. CONSENT DOCKET

- A. Approve the Council Minutes of the last regular Council Meeting
- B. Approve the Agenda as Presented
- C. Approve the Payments of Accounts Payable as Due and Funds Available

V. PRESENTATION

- 1. Presentation: Camden County Health Department -
Request for additional funding for the proposed public health facility.

VI. GRANTING AUDIENCE TO THE PUBLIC

VII. OLD BUSINESS

VIII. NEW BUSINESS

- 1. Proclamation - Domestic Violence Awareness Month October 2021 -

2. Approval Of: Resolution #2021-12 Adoption of FY 2021-22 Operating Budget -
3. Approval Of: Georgia Gateway CID Millage Rate -

Georgia Gateway CID Board met on Thursday, September 2, 2021. At the scheduled meeting the Board approved the CID millage to be set at 1 mill. This will generate \$1,224.97 for the CID Fund. *Staff recommends approval.*

4. Approval Of: 2021 Tax Millage Rate at 7.400 Mills -

In accordance with O.C.G.A. Section 48-5-32.1 final millage rate is set by the authority of this taxing jurisdiction for tax year 2021. Required five year history and current digest have been published in accordance with O.C.G.A. Section 48-5-32. Proposed FY 2021-22 Budget is based on 7.400Mills.

5. Approval Of: Ordinance 2021-12 Adopting Salary Compensation -

Georgia Code § 36-35-4 establishes that the governing authority of each municipal corporation is authorized to set the annual salary compensation of elected officials. Annual compensation schedules being set in this ordinance will be effective January 2023 as follows: for the mayor shall be \$11,450 and for councilmembers shall be \$9,025. *Staff recommends approval.*

6. Approval Of: Kingsland Municipal Court Solicitor Employment Agreement -

An employment agreement to engage Attorney Jacqueline Fortier to perform the duties of Municipal Court Solicitor and to provide for compensation in the amount of \$1,246.15 bi-weekly. *Staff recommends approval.*

7. Approval Of: Amendment to CDBG-DR Sub-Recipient Agreement - CDBG-DR Program Manager Justin Geedy

The second amendment to the SRA for CDBG-DR Grant Number 17-UN-2-002 to increase the amount of the award by an additional \$395,000.00 for a total grant award of \$695,000.00. *Staff recommends approval.*

8. Approval Of: Georgia Department of Natural Resources Coastal Incentive Grant Award Agreement Cycle 24 -

The purpose of the Coastal Incentive Grant Program is to provide financial assistance to further the mission of the Coastal Management Program. DNR will reimburse a maximum of \$35,000.00 to fund prerequisite work to participate in the Community Rating System.

Staff recommends approval.

9. Bid Award: One 2021 Dodge Charger (Police Package, V8 HEMI) -

There is a shortage in production of police cars in the market currently making it difficult to bid out competitively. This Dodge Charger will be available on the lot at Ginn CJD in 2 weeks. Price is \$27,894 including delivery. Seven police vehicles are budgeted in FY 2021-22. Purchasing this vehicle will reduce the count requested for next year's budget. *Staff recommends approval.*

10. Approval Of: GEFA DW 2017016 Fourth Modification Resolution #2021-13 -

Resolution #2021-13 authorizing the fourth modification of GEFA DW2017016 to extend the completion date to October 1, 2022. *Staff recommends approval.*

11. Approval Of: Modification of GEFA DW2017016 Promissory Note and Loan Agreement -

Forth modification to GEFA DW2017016 promissory note and loan agreement extending the completion date to October 1, 2022. Approved as to form by the city attorney. *Staff recommends approval.*

IX. MAYOR AND COUNCIL ANNOUNCEMENT

X. ADJOURNED



City of Kingsland, Georgia

PROCLAMATION

DOMESTIC VIOLENCE AWARENESS MONTH

OCTOBER 2021

WHEREAS, the National Domestic Awareness Month is recognized each October through educational events, community gatherings, and support groups to recognize that ending domestic violence starts with just one small action; and

WHEREAS, domestic violence is a serious crime that affects people of all races, ages, gender, and income levels and the National Center for Injury Prevention and Control (CDC) estimates nearly 20 people per minute are physically abused by an intimate partner in the United States each year equating to more than 10 million women and men; and

WHEREAS, 1 in 3 women and 1 in 4 men experience some form of physical violence by an intimate partner with one in 4 women and 1 in 7 men experiencing severe physical violence by an intimate partner in their lifetime; and

WHEREAS, more than 20,000 phone calls are placed to domestic violence hotlines nationwide each day and last year Camden County received over 1,100 domestic violence 911 calls, 417 of which were to the Kingsland Police Department; and

WHEREAS, during this month, we dedicate ourselves to protecting vulnerable members of our society and insuring domestic abusers are punished to the full extent of the law; and

WHEREAS, I urge all citizens to reach out to victims of domestic violence and take action to make ending domestic violence a national priority; and

WHEREAS, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services, and assistance to victims.

NOW, THEREFORE, IT IS PROCLAIMED by the Mayor and City Council of the City of Kingsland, Georgia, the month of October as National Domestic Violence Awareness Month and urge the citizens of Kingsland to work together to eliminate violence from our community.

IN WITNESS WHEREOF, I have here unto set my hand this 27th day of September, 2021.

Dr. C. Grayson Day, Jr., Mayor

Jean O Seigler, City Clerk

Attest

Resolution 2021-12
City of Kingsland
FY 2021-22 Proposed Budget

8.2.a

	Department	FY 20-21 Current Budget	FY 21-22 Proposed Budget	Variance from FY 20-21 to FY 21-22		Summary of Changes From FY 20-21 Budget to FY 21-22 Proposed Budget
				% Change	\$ Increase/ Decrease	
General Fund	General Fund Revenues	\$10,748,760	\$12,185,835	13.37%	\$1,437,075	City-wide: Retirement funding 1% increase; health insurance 14.4% increase in premiums (employer & employee); health clinic .8% increase; liability insurance 8.1% increase. City-wide capital outlay \$5,535,719. Budget (excluding CVB) includes up to 5% performance raises on anniversary dates and \$350 Christmas bonuses (prorated for part-time, new hire, and probationary employees). New position requests include: 1 shared administrative assistant for court and fire, 2 police officers, 1 firefighter, and 1 plant operator for WWTP. Contingency of \$327,016 based on millage rate rollback to 7.4 mills. Tax revenues are based on an overall 16% increase in digest value. New growth is 5.4% and reassessments make up 10.6% of the increase. The rollback rate of 7.4 mills would generate \$263,000 more in tax revenues due to new growth. Most revenues are back to pre-covid values and are budgeted based on this current trend. Some taxes are exceeding pre-covid numbers; such as, sales taxes, real estate transfer tax, and intangible taxes.
	Administration	\$1,174,305	\$1,196,444	1.89%	\$22,139	Increase in salaries, retirement funding, health clinic, health & liability insurance. PSA funding is being budgeted the same as FY20/21: \$545,457. Capital outlay \$6,899.
	Information Technology	\$184,997	\$190,686	3.08%	\$5,689	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in computer software maintenance. Capital outlay \$62,000. Shared department with water/sewer fund. (60%GF/40%WS)
	Finance	\$279,609	\$311,853	11.53%	\$32,244	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in supplies +\$1,700. Capital outlay \$6,000. Shared department with water/sewer fund. (60%GF/40%WS)
	Municipal Court	\$475,563	\$563,677	18.53%	\$88,114	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in judge and solicitor salaries. Increase in other costs for fine add-ons based on fines and forfeitures. Includes one new position for an administrative assistant shared with the fire department. No capital outlay.
	Police	\$3,623,144	\$4,173,558	15.19%	\$550,414	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in tuition reimbursement program +\$10k, repairs & maintenance +\$20k, training +\$9k, fuel +\$10k, and special response team equipment +\$50k. Capital outlay \$396,100. Includes two new position requests for traffic team. Includes transfer to capital projects fund for radio project. Request for an increase in pay incentives for training certificates and degrees not included at this time; to be addressed by HR as a city-wide policy change.
	Fire	\$2,080,508	\$2,326,873	11.84%	\$246,365	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in repairs & maintenance +\$10k, travel & training +\$9k, small equipment +\$25K (expiring bunker gear), and uniforms +\$10k. Capital outlay for \$204,000 GF and \$450,000 SPLOST. Includes two new positions: one administrative assistant shared with the court department and one firefighter. Includes transfer to capital projects fund for radio project.
	Public Works	\$1,729,118	\$2,131,917	23.30%	\$402,799	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in vehicle repairs +\$9k, road striping & street signs \$104k, and electricity for street lights +\$25k. Capital outlay for \$98,500 GF and \$1,992,750 SPLOST. Includes transfer to capital projects fund for radio project.

Attachment: Council Summary FY 21-22 Revised (3668 : Approval Of: Resolution #2021-12 Adoption of

Resolution 2021-12
City of Kingsland
FY 2021-22 Proposed Budget

8.2.a

	Department	FY 20-21 Current Budget	FY 21-22 Proposed Budget	Variance from FY 20-21 to FY 21-22		Summary of Changes From FY 20-21 Budget to FY 21-22 Proposed Budget
				% Change	\$ Increase/ Decrease	
						City-wide: Retirement funding 1% increase; health insurance 14.4% increase in premiums (employer & employee); health clinic .8% increase; liability insurance 8.1% increase. City-wide capital outlay \$5,535,719. Budget (excluding CVB) includes up to 5% performance raises on anniversary dates and \$350 Christmas bonuses (prorated for part-time, new hire, and probationary employees). New position requests include: 1 shared administrative assistant for court and fire, 2 police officers, 1 firefighter, and 1 plant operator for WWTP.
	Housing & Development	\$534,203	\$545,534	2.12%	\$11,331	Increase in salaries, retirement funding, health clinic, health & liability insurance. Capital outlay for \$22,000.
	Econ. Dev./DDA	\$69,347	\$96,634	39.35%	\$27,287	Increase in salaries, retirement funding, health clinic, & health insurance. Additional increases in travel & training +\$1,625; lamp post banners (every other year) +\$2,700; Christmas decorations for downtown \$3k; Catfish Festival \$7k (sound & musicians); and GA Cities week +\$1k. Note: FY 20-21 Council recommendation to fund \$5,000 for local musicians at Catfish Festival for one-time expense. Includes 4 solar powered speed detection signs, \$14,000. No capital outlay.
	Fleet Services	\$296,790	\$321,643	8.37%	\$24,853	Increase in salaries, retirement funding, health clinic, health & liability insurance. Capital outlay for \$30,000. Shared department with water/sewer fund. (75%GF/25%WS)
	GF Total Expenditures	\$10,447,584	\$11,858,819	13.51%	\$1,411,235	
Water/ Sewer Fund	Revenues for Water/Sewer Fund	\$8,710,500	\$7,865,498	-9.70%	-\$845,002	Contingency of \$331,098; based on current rate structure. Overall decreases related to other finances sources for GEFA projects paid off. Additional decreases in tap and capital recovery fees related to prior year new commercial and apartments and interest revenue.
	Administration	\$494,266	\$494,329	0.01%	\$63	Increase in salaries, retirement funding, health clinic, health & liability insurance offset by slight decrease in meter reader salaries due to new employees. No capital outlay.
	Information Technology	\$121,861	\$125,163	2.71%	\$3,302	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in computer software maintenance. Capital outlay \$62,000. Shared department with general fund. (60%GF/40%WS)
	Finance	\$190,587	\$207,027	8.63%	\$16,440	Increase in salaries, retirement funding, health clinic, health & liability insurance. Additional increases in supplies +\$1,700. Capital outlay \$6,000. Shared department with water/sewer fund. (60%GF/40%WS)
	Fleet Services	\$97,821	\$108,590	11.01%	\$10,769	Increase in salaries, retirement funding, health clinic, health & liability insurance. Capital outlay for \$30,000. Shared department with general fund. (75%GF/25%WS)
Water/ Sewer Fund	Operations	\$7,462,789	\$6,599,291	-11.57%	-\$863,498	Increase in salaries, retirement funding, health clinic, health & liability insurance. Decrease in capital outlay projects being completed in current year. Increases in professional services +\$20k, landfill fee +\$7k, and electricity +\$80k. Capital outlays for \$1,394,805. Includes one new plant operator for the Waste Water Treatment Plant brought back online in current year.
	Water/Sewer Fund Total Expenses	\$8,367,324	\$7,534,400	-9.95%	-\$832,924	

Resolution 2021-12
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				% Change	\$ Increase/ Decrease	City-wide: Retirement funding 1% increase; health insurance 14.4% increase in premiums (employer & employee); health clinic .8% increase; liability insurance 8.1% increase. City-wide capital outlay \$5,535,719. Budget (excluding CVB) includes up to 5% performance raises on anniversary dates and \$350 Christmas bonuses (prorated for part-time, new hire, and probationary employees). New position requests include: 1 shared administrative assistant for court and fire, 2 police officers, 1 firefighter, and 1 plant operator for WWTP.
Solid Waste	Solid Waste Revenues	\$1,646,213	\$1,182,010	-28.20%	-\$464,203	Contingency of \$265,843; based on current rate structure. Increase in new account establishment fee, \$30K offset by decrease in cash carry forward not needed for capital outlay purchases.
	Expenses	\$1,558,960	\$916,167	-41.23%	-\$642,793	Increase in salaries, retirement funding, health clinic, health & liability insurance. Decrease in capital outlay from prior year and in debt service payments. No capital outlay.
Other Funds	Confiscated Assets Fund	\$70,020	\$53,125	-24.13%	-\$16,895	Based on estimated confiscated assets and decrease in CISCO funds.
	CDBG-MIT Grant	\$1,909,997	\$1,909,997	0.00%	\$0	Based on grant award for approved projects.
	CDBG-DR Grant	\$327,640	\$515,338	57.29%	\$187,698	Based on estimated grant funding for disaster recovery.
	TAP Grant	\$625,000	\$459,848	-26.42%	-\$165,152	Based on remaining grant funds for Phase I of Boone Street Pedestrian and Bicycle Improvement Project.
	ARPA	\$3,351,405	\$3,276,405	-2.24%	-\$75,000	Based on grant funds for approved projects.
	Multiple Grant Fund	\$276,932	\$288,656	4.23%	\$11,724	Based on grant awards expected during the fiscal year. Includes Police vest grant \$10,000; LMIG \$228,656 plus 30% match; Safety grant \$16,000; and Health, Wellness grant \$9,000, & Fire Hazmat grant \$25,000.
	Georgia Gateway Community Improvement District	\$1,080	\$1,225	13.43%	\$145	Special Revenue Fund used to account for the component unit activities of the community improvement district. Budgeted funds represent tax revenues generated within the district based on 1 mill.
	Tax Allocation District #1	\$1,331	\$2,303	73.03%	\$972	Special Revenue Fund used to account for incremental tax generated for Kingsland TAD #1. Budgeted funds represent incremental tax from the certified base.
	CVB Fund (Tourism)	\$966,324	\$1,132,124	17.16%	\$165,800	Revenues are based at 44% of estimated 6% lodging tax \$484,000; cash carry forward \$640,924; & merchandise sales. Revenues restored to pre-COVID values based on current trend. Includes Board approved 7% salary increase effective 10/01/2021.
	Hotel/Motel Tax Fund	\$715,000	\$1,100,000	53.85%	\$385,000	Based on estimated lodging tax revenues. Revenues restored to pre-COVID values based on current trend.
	Downtown Development Authority Fund	\$47,530	\$50,125	5.46%	\$2,595	Funded by DDA fundraising events. All expenses paid directly from the DDA checking account. Cash carry forward \$30,000. Contingency \$13,625.

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Resolution 2021-12
City of Kingsland
FY 2021-22 Proposed Budget

8.2.a

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				% Change	\$ Increase/ Decrease	
Other Funds	Kingsland Development Authority	\$31,274	\$37,529	20.00%	\$6,255	City-wide: Retirement funding 1% increase; health insurance 14.4% increase in premiums (employer & employee); health clinic .8% increase; liability insurance 8.1% increase. City-wide capital outlay \$5,535,719. Budget (excluding CVB) includes up to 5% performance raises on anniversary dates and \$350 Christmas bonuses (prorated for part-time, new hire, and probationary employees). New position requests include: 1 shared administrative assistant for court and fire, 2 police officers, 1 firefighter, and 1 plant operator for WWTP.
	SPLOST Fund #8	\$2,824,070	\$3,350,115	18.63%	\$526,045	Special Revenue Fund used to account for the blended component unit for activity related to financing the construction of the City's public buildings and any other such powers enacted into law for the authority.
	Capital Projects Fund	\$0	\$508,570	100.00%	\$508,570	Based on SPLOST VIII revenues and cash carry forward. Distribution at a rate of 65% of total SPLOST multiplied by Kingsland's share (28.83%) until County Tier 2 projects are fully funded. Projects include: Fire House 4 remodel, and road & drainage projects.
	Debt Service Revenue Bond	\$156,000	\$187,000	19.87%	\$31,000	Capital Projects Fund used to account for public safety and public works radio project to coincide with the County VHF radio communication system expansion and other projects as designated.
						17% of the lodging tax is accounted here for the bond payment of the welcome center.
	C. Grayson Day, Jr.					
The undersigned hereby certifies that he or she is the Clerk of the City of Kingsland, Georgia and that the foregoing is a true copy of the Resolution adopted by the governing body of the City at a meeting duly held on the <u>27th of September 2021</u> , at which a quorum was present and acting throughout, and that the same has not been rescinded or modified and is now effective day of the new fiscal year, <u>October 1st, 2021 through September 30, 2022</u> . Given under the seal of the City, this _____, 2021.						
	(SEAL)					

Attachment: Council Summary FY 21-22 Revised (3668 : Approval Of: Resolution #2021-12 Adoption of

Capital Outlay Request

Organization:	City of Kingsland	Year:	2021-22
Department:	ALL	Submitted by:	ALL FUNDS
Budget:	\$5,468,769		

Annual Capital Outlay Requests											
Dept	Account	Name	Description/Purpose	New or Used	Qty.	Unit Cost/Rate	Total	General 100	SPLOST 322	Water 505	SW 540
Administration Department											
100-45	1500-542500	Equipment	Multi-function printer	Replace	1	\$ 6,899	6,899	\$6,899			
100-45 Total			Administration Department Total				6,899	\$6,899	\$0	\$0	\$0
IT Department											
100/505-46	1535-542400	Computers	SAN Storage-MSB	Update	1	\$ 35,000	35,000	\$21,000		\$14,000	
100/505-46	1535-542500	Equipment	AC unit (share with Finance)	Replace	1	\$ 6,000	6,000	\$3,600		\$2,400	
100/505-46	1535-542500	Equipment	HP or Cisco switches/routers	Replace	1	\$ 21,000	21,000	\$12,600		\$8,400	
100/505-46 Total			IT Department Total				62,000	37,200	0	24,800	0
Finance Department											
100/505-48	1510-542500	Equipment	AC unit (share with IT)	Replace	1	\$ 6,000	6,000	\$3,600		\$2,400	
100/505-48 Total			Finance Department Total				6,000	\$3,600	\$0	\$2,400	\$0
Police Department											
100-50	3210-542200	Vehicles	Patrol Vehicles-cars/SUVs (availability)	New	5	\$ 33,300	166,500	\$166,500			
100-50	3210-542200	Vehicles	Traffic Unit Vehicles-Eco Boost	New	2	\$ 37,300	74,600	\$74,600			
100-50	3210-542500	Equipment	Installed equipment on police vehicles	New	7	\$ 20,000	140,000	\$140,000			
100-50	3210-542410	Court Tech Equip	Body-worn cameras	New	15	\$ 1,000	15,000	\$15,000			
100-50 Total			Police Department Total				396,100	\$396,100	\$0	\$0	\$0
Fire Department											
100-55	3510-542200	Vehicles	Pick-up Truck, crew cab, 1/2 ton	New/Used	1	\$ 30,000	30,000	\$30,000			
100-55	3510-542200	Vehicles	Refurbish Brush Truck	Refurb	1	\$ 50,000	50,000	\$50,000			
100-55	3510-542300	Furniture/Fixtures	Generator	Replace	1	\$ 65,000	65,000	\$65,000			
100-55	3510-542500	Equipment	Rescue Tool Set (replace 30 year old set)	New	1	\$ 30,000	30,000	\$30,000			
100-55	3510-542500	Equipment	A/C Units at Firehouse 5	Replace	2	\$ 7,000	14,000	\$14,000			
322-43	4200-542100	Mach & Equip	Ladder truck 107' (prepaid in PY, not rec'd)	New	1	\$ 907,365	907,365		\$907,365		
322-43	4200-542100	Mach & Equip	Ladder truck additional equipment	New	1	\$ 15,000	15,000	\$15,000			
322-43	4200-541300	Building Impr	Remodel Station 4	Upgrade	1	\$ 450,000	450,000		\$450,000		
100-55 Total			Fire Department Total				1,561,365	\$204,000	\$1,357,365	\$0	\$0
Public Works Department											
100-60	4100-542200	Vehicles	Pick-up Truck (1/2 ton) bldg maint	New	1	\$ 24,000	24,000	\$24,000			
100-60	4100-542100	Mach/Equip	Zero turn mower	New	1	\$ 8,000	8,000	\$8,000			
100-60	4100-542100	Mach/Equip	Mini Excavator head	New	1	\$ 11,500	11,500	\$11,500			
100-60	4100-542500	Equipment	Tractor	New	1	\$ 55,000	55,000	\$55,000			
322-43	4200-541400	Infrastructure-road	Road & Drainage Projects	New	1	\$1,925,800	1,925,800		\$1,992,750		
100-60 Total			Public Works Department Total				2,024,300	98,500	1,992,750	0	0
Housing & Development Department											
100-65	7400-542200	Vehicles	Vehicle	New/Used	1	\$ 22,000	22,000	\$22,000			
100-65 Total			Housing & Dev. Department Total				22,000	22,000	0	0	0
Fleet Department											
100/505-70	4600-541200	Furniture/Fixtures	Replace roof over garage	Replace	1	\$ 30,000	30,000	\$22,500		\$7,500	
100/505-70 Total			Fleet Department Total				30,000	\$22,500	\$0	\$7,500	\$0

Capital Outlay Request

Organization:	City of Kingsland	Year:	2021-22
Department:	ALL	Submitted by:	ALL FUNDS
Budget:	\$5,468,769		

Annual Capital Outlay Requests											
Dept	Account	Name	Description/Purpose	New or Used	Qty.	Unit Cost/Rate	Total	General 100	SPLOST 322	Water 505	SW 540
Water /Sewer Operations											
505-90	4410-542200	Vehicles	Utility Van	New	1	\$ 35,000	35,000			\$35,000	
505-90	4410-542200	Vehicles	Pick-up truck (3/4 ton) maint. crew	New	1	\$ 40,000	40,000			\$40,000	
505-90	4410-542100	Mach/Equip	Insertive Valves	New	1	\$ 40,000	40,000			\$40,000	
505-90 Total			Water/Sewer Operations Total				115,000	0	0	115,000	0
Water Treatment Plant											
505-90	4410-541400	Infrastructure	Aerator & mixing systems	New	1	\$ 931,105	931,105			\$931,105	
505-90	4410-541300	Buildings	Modular office	New	1	\$ 40,000	40,000			\$40,000	
505-90	4410-542100	Mach/Equip	Zero turn mower	New	1	\$ 8,000	8,000			\$8,000	
505-90	4410-542500	Equipment	Distribution Isolation Valve	New	1	\$ 10,000	10,000			\$10,000	
505-90	4410-541300	Buidling Improv	update metal doors at WTP#2	New	2	\$ 4,000	8,000			\$8,000	
505-90 Total			Water Treatment Plant Total				997,105	0	0	997,105	0
Waste Water Treatment Plant											
505-90	4335-541403	Lift Stations	Lift Station Rehabilitation (various)	Rehab	1	\$ 50,000	50,000			\$50,000	
505-90	4335-541200	Site Impr	Replace fencing at various lift stations	New	1	\$ 5,000	5,000			\$5,000	
505-90	4335-541300	Building Impr	Replace roof - offic ebldg WWTP	New	1	\$ 10,000	10,000			\$10,000	
505-90	4335-542100	Equipment	Hach control boxes	New	1	\$ 3,000	3,000			\$3,000	
505-90	4335-542100	Equipment	A/C Replacement	New	1	\$ 10,000	10,000			\$10,000	
505-90	4335-542100	Equipment	SBR Rehabilitation	Rehab	1	\$ 80,000	80,000			\$80,000	
505-90	4335-542100	Equipment	Drying beds, refurbish in-house	Upgrade	2	\$ 7,500	15,000			\$15,000	
505-90	4335-542100	Equipment	Blowers	New	1	\$ 15,000	15,000			\$15,000	
505-90	4335-541400	Infrastructure	Pipe Lining for manholes	Upgrade	1	\$ 20,000	20,000			\$20,000	
505-90	4335-541400	Infrastructure	Manholes (various)	Upgrade	1	\$ 40,000	40,000			\$40,000	
505-90 Total			Waste Water Treatment Plant Total				\$248,000	\$0	\$0	\$248,000	\$0
Solid Waste Operations											
540-85							0				\$0
540-85							0				\$0
540-85 Total			Solid Waste Department Total				0	\$0	\$0	\$0	\$0
Grand Total							\$5,468,769	\$790,799	\$3,350,115	\$1,394,805	\$0

**Public Meeting Notice
Adopting 2021 Millage Rate**

The Kingsland Mayor and Council do hereby announce that the millage rate will be set at a virtual public meeting through WebEx on SEPTEMBER 27, 2021 at 6 P.M. and pursuant to the requirements of O.C.G.A. 48-5-32 do hereby publish the following presentation of the current year's tax digest and levy along with the history of the tax digest and levy for the past five years.

Current 2021 Tax Digest and 5-Year History of Levy

City	2016	2017	2018	2019	2020	2021
Real & Personal	\$386,573,946	\$416,642,488	\$459,298,438	\$482,564,353	\$499,484,187	\$580,154,619
Motor Vehicles	13,846,310	10,132,100	7,707,980	6,468,940	5,510,930	4,876,230
Mobile Home	2,557,450	2,449,334	2,413,626	2,286,514	2,472,330	2,442,620
Timber 100%	3,720,921	3,431,276	4,899,905	2,192,114	891,258	425,083
Gross Digest	406,698,627	432,655,198	474,319,949	493,511,921	508,358,705	587,898,552
Less M&O Exemptions	12,532,178	12,889,938	17,292,699	20,998,918	22,701,954	27,207,725
Net M&O Digest	394,166,449	419,765,260	457,027,250	472,513,003	485,656,751	560,690,827
State Forest Land						
Assistance Grant Value	687,596	995,420	1,017,954	702,030	676,294	650,063
Adjusted Net M&O Digest	394,854,045	420,760,680	458,045,204	473,215,033	486,333,045	561,340,890
 Gross M&O Millage	11.55	12.24	11.68	11.55	11.81	11.19
Less Rollbacks	4.05	3.74	3.54	3.55	3.81	3.792
Net M&O Millage	7.50	8.50	8.14	8.00	8.00	7.400
 Net Taxes Levied	2,961,405.34	3,576,465.78	3,728,946.01	3,785,720.26	3,890,664.36	4,153,922.59
 Net Tax \$ Increase	(\$140,185.48)	\$615,060.44	\$152,480.23	\$56,774.26	\$104,944.10	\$263,258.23
Net Taxes % Increase	-4.52%	20.77%	4.26%	1.52%	2.77%	6.77%

Additional Millage Information:

Additional Millage Information:

The Georgiga Gateway Community Improvement District millage rate is 1.00 mill.
City rollback consists of Local Option Sales Tax of \$2,239,507.75 (3.792 mills).

All public meetings, including City Council meetings, will proceed as scheduled via the WebEx online platform unless otherwise noted in advance. Those who wish to address City Council or provide input during the public meeting will be able to do so via chat utilizing the WebEx interface. Please log-on at least thirty minutes in advance of the scheduled meeting time so that your comments can be queued. The meeting room opens at 5:00PM. To receive a call back, provide your phone number when you join the WebEx event. If you wish to listen to the meeting, please call toll free 1-844-992-4726 and enter the access code number listed on www.KingslandGeorgia.com. If you have questions or need additional information about the WebEx platform, contact the City of Kingsland Information Technology Department by email at LPowell@KingslandGeorgia.com or by phone at 912-729-8223. Meeting links will be posted prior to each meeting on the City of Kingsland website at www.kingslandgeorgia.com.

PT-32.1 - Computation of MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES - 2021

COUNTY: CAMDEN	TAXING JURISDICTION: KINGSLAND
-----------------------	---------------------------------------

ENTER VALUES AND MILLAGE RATES FOR THE APPLICABLE TAX YEARS IN YELLOW HIGHLIGHTED BOXES BELOW

DESCRIPTION	2020 DIGEST	REASSESSMENT OF EXISTING REAL PROP	OTHER CHANGES TO TAXABLE DIGEST	2021 DIGEST
REAL	472,099,453	51,855,657	25,602,858	549,557,968
PERSONAL	27,384,734		3,211,917	30,596,651
MOTOR VEHICLES	5,510,930		(634,700)	4,876,230
MOBILE HOMES	2,472,330		(29,710)	2,442,620
TIMBER -100%	891,258		(466,175)	425,083
HEAVY DUTY EQUIP	0		0	0
GROSS DIGEST	508,358,705	51,855,657	27,684,190	587,898,552
EXEMPTIONS	22,701,954	10,447,181	(5,941,410)	27,207,725
NET DIGEST	485,656,751	41,408,476	33,625,600	560,690,827
	(PYD)	(RVA)	(NAG)	(CYD)
2020 MILLAGE RATE:	8.000		2021 MILLAGE RATE:	7.400

CALCULATION OF ROLLBACK RATE

DESCRIPTION	ABBREVIATION	AMOUNT	FORMULA
2020 Net Digest	PYD	485,656,751	
Net Value Added-Reassessment of Existing Real Property	RVA	41,408,476	
Other Net Changes to Taxable Digest	NAG	33,625,600	
2021 Net Digest	CYD	560,690,827	(PYD+RVA+NAG)
2020 Millage Rate	PYM	8.000	PYM
Millage Equivalent of Reassessed Value Added	ME	0.591	(RVA/CYD) * PYM
Rollback Millage Rate for 2021	RR - ROLLBACK RATE	7.409	PYM - ME

CALCULATION OF PERCENTAGE INCREASE IN PROPERTY TAXES

If the 2020 Proposed Millage Rate for this Taxing Jurisdiction exceeds Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. § 48-5-32.1(c) (2)

Rollback Millage Rate	7.409
2021 Millage Rate	7.400
Percentage Tax Increase	-0.12%

CERTIFICATIONS

I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.

Chairman, Board of Tax Assessors Date

I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.

Tax Collector or Tax Commissioner Date

I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. § 48-5-32.1 for the taxing jurisdiction for tax year 2021 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2021 is _____

CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION

☐ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2021 exceeds the rollback rate, I certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. §§ 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published "five year history and current digest" advertisement and the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.

☐ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2021 does not exceed the rollback rate, I certify that the required "five year history and current digest" advertisement has been published in accordance with O.C.G.A. § 48-5-32 as evidenced by the attached copy of such advertised report.

Responsible Party Title Date

Attachment: Copy of 2021 PT-32.1 Computation of Millage Rate Rollback and Percentage Increase in Property Taxes 2-22-21 (3664 :

CITY AND INDEPENDENT SCHOOL MILLAGE RATE CERTIFICATION FOR TAX YEAR 2021

<http://www.dor.ga.gov>

Complete this form once the levy is determined, and if zero, report this information in Column 1. Mail a copy to the address below or fax to (404)724-7011 and distribute a copy to your County Tax Commissioner and Clerk of Court. This form also provides the Local Government Service Division with the millage rates for the distribution of Railroad Equipment Tax and Alternative Ad Valorem Tax.

Georgia Department of Revenue
Local Government Services Division
4125 Welcome All Road
Atlanta, Georgia 30349
Phone: (404) 724-7003

CITY NAME Kingsland		ADDRESS PO Box 250		CITY, STATE, ZIP Kingsland, GA 31548		
FEI # 58-6000601	CITY CLERK Jean Seigler	PHONE NO. 912-729-5613	FAX 912-729-8827	EMAIL jseigler@kingslandgeorgia.com		
OFFICE DAYS / HOURS M-F/8am-5pm		ARE TAXES BILLED AND COLLECTED BY THE () CITY OR () COUNTY TAX COMMISSIONER? LIST VENDOR, CONTACT PERSON AND PHONE NO. City/Harris Local Govt/ Phone: 716-297-8005 x322				
List below the amount & qualifications for each <u>LOCAL</u> homestead exemption granted by the City and Independent School System.						
CITY		INDEPENDENT SCHOOL				
Exemption Amount	Qualifications	Exemption Amount	Qualifications			
25,000	Senior Over 65					
100,896	Disable Veteran					
100,896	Surviving Spouse					
If City and School assessment is other than 40%, enter percentage millage is based on _____ %. List below the millage rate in terms of mills. EXAMPLE: 7 mills (or .007) is shown as 7.000. PLEASE SHOW MILLAGE FOR EACH TAXING JURISDICTION EVEN IF THERE IS NO LEVY.						
CITY DISTRICTS	DISTRICT NO.	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
List Special Districts if different from City District below such as CID's, BID's, or DA's	List District Numbers	Gross Millage for Maintenance & Operations	**Less Rollback for Local Option Sales Tax	Net Millage for Maintenance & Operation Purposes (Column 1 less Column 2)	Bond Millage (If Applicable)	Total Millage Column 3 + Column 4
City Millage Rate		11.200	3.800	7.400		7.400
Independent School System						0.000
Special Districts						0.000
Georgia Gateway CID		1.000		1.000		1.000
Kingsland Exit 3-TAD#1		0.000		0.000		0.000
						0.000
**Local Option Sales Tax Proceeds must be shown as a mill rate rollback if applicable to Independent School.						

Name of County(s) in which your city is located:

Camden

I hereby certify that the rates listed above are the official rates for the Districts indicated for Tax Year 2021

Date

Mayor or City Clerk

**ORDINANCE 2021- 12
CITY OF KINGSLAND, GEORGIA**

AN ORDINANCE ADOPTING SALARY COMPENSATION.

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KINGSLAND,
GEORGIA AS FOLLOWS:**

WHEREAS, Georgia Code § 36-35-4 establishes that the governing authority of each municipal corporation is authorized to set the annual salary compensation of elected officials; and

WHEREAS, City of Kingsland wishes to set compensation schedules beginning in calendar year 2023; and

WHEREAS, the annual compensation for the mayor shall be \$11,450 and for councilmembers shall be \$9,025; and

WHEREAS, the annual compensation shall be effective beginning January 1, 2023.

NOW BE IT ORDAINED BY THE KINGSLAND CITY COUNCIL OF GEORGIA, this ordinance shall take effect from and after the date of its passage and ratification by the Mayor and City council of the City of Kingsland, Georgia unless otherwise indicated in ordinance.

All ordinances and parts of ordinances in conflict herewith are hereby repealed.

THIS ORDINANCE AMENDED and ADOPTED by the Mayor and City Council of the City of Kingsland, Georgia at a Meeting of the City Council of Kingsland, Georgia on the 27th day of September 2021.

THE CITY OF KINGSLAND

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

ATTEST: _____
Jean O. Seigler, City Clerk

STATE OF GEORGIA

COUNTY OF CAMDEN

EMPLOYMENT AGREEMENT

KINGSLAND MUNICIPAL COURT SOLICITOR

This Agreement is made and entered into between the City of Kingsland, Georgia, a municipal corporation organized and existing under the laws of the State of Georgia (hereinafter referred to as "City") and Jacqueline Fortier, an Attorney at Law licensed to practice in the State of Georgia (hereinafter referred to as "Attorney").

WITNESSETH:

WHEREAS, the City operates a Municipal Court which hears local ordinance violations and certain misdemeanors; and

WHEREAS the City Council has appointed Jacqueline Fortier to serve in the position of Solicitor for the Municipal Court (which position shall hereinafter be referred to as "Solicitor"); and

WHEREAS the parties wish to enter a written agreement to memorialize the terms of the engagement;

NOW THEREFORE, for good and valuable consideration and the mutual covenants contained herein and in consideration of the performance of services as Solicitor, the City and Attorney agree as follows:

Compensation: The City shall engage Attorney to perform the duties of Solicitor and shall compensate Attorney in the amount of \$1,246.15 bi-weekly. Payment of the bi-weekly compensation shall be made by City at the conclusion of each bi-weekly pay period for which Attorney performs the duties of Solicitor. Said compensation is for all professional services performed and all expenses incurred by Attorney in the performance of her duties as Solicitor.

In the event that this agreement is terminated by either party (pursuant to Termination Section below) and the effective date of termination does not coincide with the last business day of a pay period, Attorney's compensation for her final period of services shall be calculated pro rata based on the percentage of that period during which she served as Solicitor. The compensation amount shall be renegotiated in September 2022 and again each following year during the city's annual

budget preparation process.

Membership and Training: The City shall provide for reasonable travel, training, and education expenses, including but not limited to continuing legal education courses (CLE's) under the same terms and conditions outlined in the Kingsland Travel Expense Policy. The City shall also reimburse Attorney for other reasonable expenses incurred or paid by the Attorney in connection with, or related to, the performance of his/her duties, responsibilities or services under this Agreement upon presentation by the Attorney of documentation, expense statements, vouchers and/or such other supporting information as the City may request.

Benefits. Attorney shall be eligible for participation in, and shall receive all benefits under Employer's group health plans (including, without limitation, medical, prescription, dental, disability, life insurance, and access to the MainPoint employee wellness clinic) under the same terms and conditions applicable to most employees at similar levels of compensation and responsibility.

Qualifications: Attorney shall at all times during the Term of this Agreement be:

- a. licensed to practice law in the State of Georgia;
- b. a member in good standing with the State Bar of Georgia; and
- c. fully capable and qualified to perform such services consistent with those of a municipal court solicitor in the State of Georgia. These requirements are material terms of this Agreement.

Required Disclosures: Attorney shall notify the City in writing within two (2) days after any of the following events occur:

- a. Attorney's license to practice law in the State of Georgia is reprimanded, suspended, revoked, terminated, or made subject to terms of probation or other restriction; or
- b. Attorney becomes the subject of a disciplinary proceeding or action before the State Bar of Georgia or other State agency;

Duties: Attorney shall attend each session of the Municipal Court and shall serve as solicitor for all matters in Municipal Court. With respect to her representation of the State of Georgia/City of Kingsland, Attorney shall exercise her independent professional judgement in representing the State of Georgia and City to the best of her abilities. At all times, Attorney shall comply with the rules of professional conduct of the State Bar of Georgia.

Term

Renewal of Contract: The term of this agreement shall begin upon execution of this agreement by both parties and shall end on September 30, 2022. However, at the end of each term, this

agreement shall automatically renew for an additional one-year term unless either party gives the other a written notice of non-renewal at least 30 days prior to the end of the relevant term.

Termination: Either party may terminate this agreement, with or without cause, by giving the other party written notice of termination at least 90 days prior to the termination date.

Indemnity: Attorney agrees to indemnify, defend, and hold harmless City for any claim, loss, damage, or expense resulting from or arising out her performance of the duties of Solicitor. However, this duty to indemnify, defend, and hold harmless shall not apply to the extent that City has coverage for any such claim, loss, damage, or expense pursuant to any insurance policy or other coverage agreement.

Miscellaneous: This agreement constitutes the entire understanding and agreement between the City and Attorney and may be modified only by a written instrument duly executed by the parties.

Governing Law: This agreement shall be governed by the laws of the State of Georgia.
Non-Assignability: This agreement is not assignable.

Counterparts: This agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of which shall be taken together to constitute the same instrument.

Notices: All notices and communications provided for under this agreement shall be in writing and sent by regular mail as follows:

If to the City of Kingsland:

Lee Spell, City Manager
P.O. Box 250
Kingsland, GA 31548

If to Attorney:

Jacqueline Fortier
P.O. Box 3065
Kingsland, GA 31548

This _____ day of _____, 2022.

CITY OF KINGSLAND, GEORGIA

By: _____
Dr. C. Grayson Day, Mayor

ATTESTED BY:

City Clerk

By: _____
Jacqueline Fortier, Attorney

SECOND AMENDMENT TO SUBRECIPIENT AGREEMENT

GRANT NO.: 17-UN-2-002

This second amendment to Subrecipient Agreement (Grant No.: 17-UN-2-002), dated as of this _____ day of _____, 2021, is made between The Georgia Department of Community Affairs (DCA) and the City of Kingsland (Subrecipient).

WITNESSETH:

WHEREAS, the parties entered into a Subrecipient Agreement as of the 15th day of November, 2019, pursuant to an agreement to the Subrecipient Agreement by the City of Kingsland governing body, dated the 28th day of October 2019, whereby the City of Kingsland agreed to accept a grant of \$300,000 in Community Development Block Grant – Disaster Recovery (CDBG-DR) funds; and

WHEREAS, Subrecipient, a Unit of General Local Government, agreed to use the CDBG-DR funds to implement a Homeowner Rehabilitation and Reconstruction Program, to assist eligible homeowners repair and/or reconstruct homes damaged by the 2017 Presidentially Declared Disasters (4294, 4297, & 4338), a purpose supported by DCA; and

WHEREAS, Subrecipient's Budget, enumerated in Exhibit B of the Parties November 15, 2019, agreement is insufficient to maintain services for the Homeowner Rehabilitation and Reconstruction Program (HRRP); and

WHEREAS, DCA has no objections to increasing Subrecipient's Budget by an additional \$395,000 to continue offering services to eligible applicants for the Homeowner Rehabilitation and Reconstruction Program (HRRP); and

WHEREAS, the contemplated increase in budget does not conflict with the terms and conditions of CDBG-DR regulations;

NOW, THEREFORE, in consideration of these promises, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. The foregoing recitals are true and correct and incorporated as if fully set forth herein.
2. Pursuant to Section VII, the parties hereby agree to increase the budget by an additional \$395,000, to bring the total budget to \$695,000.
3. The parties agree that, except as modified by this amendment, the Agreement remains in full force and effect according with its terms. In the event of a conflict between this Amendment and the Agreement, the terms of this Amendment shall control. This Amendment may be executed by electronic signature.
4. The parties agree that future subrecipient agreement amendments will be completed and filed electronically through the eCivis grants management system, otherwise known as Grant Application Administration and Management.

IN WITNESS THEREOF, the Parties hereto have executed and delivered this Amendment as of the date first above written.

GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS

By: 
G. Christopher Nunn (Sep 15, 2021 16:43 EDT)

(Signature)

Name: G. Christopher Nunn

Title: Commissioner

Date: 09/15/2021

City of Kingsland

By: _____
(Signature)

Name: _____

Title: _____
(Authorized Representative)

Date: _____

Attachment: City of Kingsland SRA Amendment 2 (3670 : Approval Of: Amendment to CDBG-DR Subrecipient Agreement)

**GEORGIA DEPARTMENT OF NATURAL RESOURCES
COASTAL INCENTIVE GRANT AWARD AGREEMENT
CYCLE**

This Award Agreement is entered into as of this ____ day of _____, 2021, between the Georgia Department of Natural Resources, Coastal Resources Division (“DNR”), and _____ (“Subgrantee”). In consideration of the mutual promises and terms and conditions set forth in this Award Agreement, the parties covenant and agree as follows:

A. DEFINITIONS

“Subgrantee’s Application” means the Coastal Incentive Grant (CIG) application attached as Exhibit A to this Award Agreement.

“Grant Program” means the Coastal Incentive Grant Program as set forth in Chapter 391-2-5-.01 of the Rules and Regulations of the State of Georgia.

"Intellectual Property" means patentable inventions, including patentable business methods and processes, copyrightable materials, trademarks, software, and trade secrets.

“Life of the Project” is twenty (20) years after completion of the Project Services and includes expected repairs to a facility.

“Match Funds” means the minimum amount the Subgrantee is committed to provide as non-federal match funds in the Subgrantee’s Application.

“OMB” means the federal Office of Management and Budget.

“Project Services” means the deliverables required under this Award Agreement, including the Scope of Work and the special conditions set forth in the attached Exhibit A.

“Records” means Subgrantee’s books, records, documents, and other evidence pertaining to the costs and expenses of Subgrantee’s performance of the Project Services.

“Reimbursable Amount” means the maximum amount established in Section F that DNR will pay to Subgrantee under this Award Agreement on a reimbursable basis for allowable expenses incurred performing the Project Services.

“Reimbursable Cost(s)” means the portion of Subgrantee’s Request for Reimbursement that is approved by DNR for reimbursement of allowable expenses Subgrantee incurs in the performance of the Project Services.

“Request for Reimbursement” means Subgrantee’s invoice for reimbursement of allowable expenses incurred performing the Projects Services submitted to DNR on a form approved by DNR.

“Scope of Work” means the Scope of Work included in Subgrantee’s Application.

B. PURPOSE

The purpose of the Coastal Incentive Grant Program is to provide financial assistance in the form of grants to eligible county and municipal governments, state agencies other than DNR, and educational and research institutions for projects that further the mission of the Coastal Management Program. After review and evaluation of Subgrantee's application, DNR determined that Subgrantee is an eligible entity and that Subgrantee's proposal meets the qualifications and requirements for financial assistance in accordance with the CIG Program.

C. AWARD

DNR awards a financial assistance subgrant to Subgrantee consistent with the terms of this Award Agreement. Subgrantee accepts the award of a financial assistance subgrant and will comply with the terms and conditions of this Award Agreement. Subgrantee will complete all Project Services in a manner reasonably satisfactory to DNR.

The following provision applies if this Award Agreement is for a 306A low-cost construction project and survive beyond the term of this project provided for in Section D: Funds shall only be used for projects on publicly owned or leased land, or land for which a public easement has been obtained. If the property is subject to a reversionary clause and reverts, then the Subgrantee shall reimburse DNR for the full amount of funds received for the project. If the land ceases to be available, or the project ceases to be used, for the intended use at any time during the Life of the Project, the Subgrantee shall reimburse DNR the full amount of the funds received for the project.

D. TERM

The initial term of this Award Agreement begins on _____ and continues until _____ or until the Project Services required under this Award Agreement are completed, whichever is earlier. DNR reserves the right, in its sole discretion, to extend the term of this Award Agreement, if the extension is determined to be in the best interest of DNR. Any extension is contingent upon the availability of funds lawfully appropriated and applicable to the deliverables described in the Scope of Work.

E. TIME OF PERFORMANCE

Time is of the essence in the performance of this Award Agreement. Subgrantee will submit semi-annual interim narrative Status Reports and a narrative Final Report to DNR in accordance with the following schedule and in a format provided by the DNR:

- Interim Status Report(s) by _____ and every six months thereafter until project completion.
- Final Report no more than seven (7) days after completion of the Project Services or any earlier expiration or termination date.

F. REIMBURSABLE AMOUNT

DNR will reimburse Subgrantee a maximum of _____ for allowable expenses Subgrantee incurs in the performance of the Project Services.

G. MATCH FUNDS

Subgrantee will contribute a minimum of _____ in Match Funds toward its performance of the Project Services. Subgrantee will include summary information concerning its contribution of the Match Funds in the Final Report submitted to DNR under this Award Agreement. If the Reimbursable Costs actually payable to the Subgrantee are less than the maximum Reimbursable Amount, Subgrantee is only obligated to contribute Match Funds in the same ratio as the actual Reimbursable Costs is to the maximum Reimbursable Amount.

H. DISBURSEMENT OF AWARD

- (1) DNR, in its reasonable discretion, will determine when Subgrantee's performance of the Project Services is satisfactory and complete. However, the final disbursement shall not occur until the Final Report and all deliverables and work products are approved by DNR.
- (2) If Subgrantee is a local government, the disbursement of funds under this Award Agreement is contingent upon Subgrantee's status as a Qualified Local Government under the Georgia Planning Act (O.C.G.A § 50-8-1 *et seq.*) and compliance with the audit requirements of O.C.G.A § 36-81-7.
- (3) DNR reserves the right to withhold disbursement of funds and require the return of all funds previously disbursed if Subgrantee fails to fulfill its obligations under this Award Agreement or fails to comply with the requirements of the Georgia Planning Act or the audit requirements, if applicable.
- (4) Subgrantee will submit a Request for Reimbursement upon completion of the Project Services. If requested, Subgrantee must include documentation satisfactory to DNR to support all expenditures associated with a Request for Reimbursement. Each Request for Reimbursement must be accompanied by a written statement from Subgrantee certifying that the requested funds have been utilized by Subgrantee solely in the performance of the Project Services and that copies of records, documents and other evidence (including without limitation purchase orders, agreements, canceled checks, invoices, bills of lading and the like) sufficiently supporting the requested funds are maintained at Subgrantee's place of business and are available for review by DNR, the State Auditor or either's representative during normal business hours. DNR, in its sole discretion, may permit Subgrantee to submit interim Requests for Reimbursement. In no event will DNR consider an interim Request for Reimbursement until the tasks for which reimbursement is sought are completed. A Request for Reimbursement must be submitted to the following person:

Beth Tasciotti-Grants Coordinator
beth.tasciotti@dnr.ga.gov

(5) Upon acceptance of the Project Services and receipt of all required documentation, DNR will conduct its review of the Request for Reimbursement. Upon completion of its review, DNR will provide written notification to Subgrantee as to which portion(s) of the Request for Reimbursement are Reimbursable Costs. Except as otherwise provided in this Award Agreement, DNR will promptly pay the Reimbursable Costs subsequent to DNR's written notification to Subgrantee of its approval. In no event is Subgrantee entitled to receive more than the Reimbursable Amount.

(6) DNR will send payment of the Reimbursable Costs to the attention of the following person(s):

NAME:
ADDRESS:

EMAIL:
PHONE:

Subgrantee may designate a different person(s) to receive payment by written notice to DNR.

I. INTERIM STATUS REPORTS

Subgrantee will provide DNR with one (1) *electronic* copy of all interim narrative Status Reports outlining the status of Subgrantee's implementation of the Project Services. Subgrantee will submit the reports to DNR in accordance with the schedule set forth in Section E and in a format provided by DNR. **The Subgrantee shall include a funding acknowledgement in accordance with Section Y of this Award Agreement on the title or cover page of each interim Status Report.**

J. FINAL REPORT

(1) Subgrantee will submit one (1) electronic copy of the approved narrative Final Report to DNR within seven (7) days of the completion of the Project Services. In addition to the Final Report, Subgrantee will submit one (1) electronic set of all deliverables, work product and other materials required by the Scope of Work within seven (7) days of the completion of the Project Services. **The Subgrantee shall include a funding acknowledgement in accordance with Section Y of this Award Agreement on the title or cover page of the Final Report and on all materials required by the Scope of Work.**

(2) Subgrantee will submit one (1) electronic copy of the approved GIS Metadata, if applicable, to DNR within seven (7) days of the completion of the Project Services and accompanying the Final Report. GIS Metadata must be provided in accordance with the template format supplied to Subgrantee by DNR.

(3) In the event that this Award Agreement is terminated prior to completion of the Project Services, Subgrantee will submit one (1) electronic copy, within seven (7) days of the termination date, of a narrative Final Report of the work completed prior to the termination date, as well as an electronic copy of all materials and metadata in development or completed by the termination date.

K. USE OF FUNDS / BUDGET CHANGES

(1) DNR will only approve the portion of Subgrantee's Request for Reimbursement that is reimbursement for monies that are not part of the Match Fund and that are expended by Subgrantee in performing the Project Services and for no other purpose. In the event DNR determines that all or part of the Reimbursable Costs were utilized for any purpose other than the Project Services, DNR may treat such unauthorized use of the Reimbursable Costs as a material default by Subgrantee and, in addition to any other remedies available to it under this Award Agreement, at law or in equity, may require the return of all funds previously disbursed to Subgrantee.

(2) No changes between categories in the budget set forth in the Subgrantee's CIG Application greater than 10% of the total budget are authorized without DNR's prior written approval. Subgrantee will give DNR written notice of any changes between categories in the budget that are less than 10% of the total budget at the time the change is made.

L. INTELLECTUAL PROPERTY

Any Intellectual Property arising out of the performance of this Award Agreement shall be governed by 15 CFR Part 24 Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Section 24.34.

Subgrantee represents that it owns all right, title and interest in and to any Intellectual Property that Subgrantee uses in connection with this Award Agreement or otherwise has the right to use such Intellectual Property and license it to DNR without infringing or violating any law or right of any third party.

Subgrantee grants DNR a worldwide, non-exclusive, and royalty-free license in perpetuity to use, reproduce, exhibit, transmit and distribute any such Intellectual Property written, created, printed, invented or reduced to practice in connection with this Award Agreement and to create derivative works to such Intellectual Property.

M. RECORDS

(1) Accounting System/Records Retention Requirements

- a. Subgrantee will maintain books, records, documents, and other evidence pertaining to the costs and expenses of this Award Agreement to the extent and in such detail as will properly reflect all costs for which Reimbursable Costs are paid and Match Funds are credited. Subgrantee's accounting procedures and practices will conform to the requirements of the Government Accounting Standards Board. Valuation of in-kind contributions and documentation of cost and cost-share will be consistent with accepted accounting principles and the applicable state and federal regulations, including without limitation OMB Circular A-87.
- b. Subgrantee will preserve and make available its Records to any authorized representative of DNR or the Georgia State Auditor for a period of five (5) years after the expiration of this Award Agreement. If this Award Agreement is completely or partially terminated, the Records relating to the terminated work must be preserved and made available for a

period of five (5) years from the date of any resulting final settlement. Subgrantee will retain any Records that relate to appeals, litigation or the settlements of claims arising out of the performance of this Award Agreement, or any costs and expenses to which exception has been taken by the State Auditor or any of his duly authorized representatives, until such appeals, litigation, claims or exceptions are finally concluded.

- c. Subgrantee may, with DNR's prior written consent and in fulfillment of its obligation to retain the Records, substitute photographs, microphotographs or other authentic reproductions of the Records, after the expiration of two (2) years following the date of payment of the respective Reimbursable Cost to which such Records relate. DNR, in its sole discretion and with the concurrence of the State Auditor, may authorize Subgrantee to retain original Records for a shorter period of time.

(2) Audit Requirements

The Georgia Department of Audits and Accounts (the "State Auditor"), or its duly authorized representatives, shall have the right, at any time and with reasonable notice, to enter into the Subgrantee's premises, or other such places where Services under this Agreement are being performed, to inspect, monitor, assess, audit, or otherwise evaluate the work performed or being performed under this Agreement. The State Auditor may also enter at any time and with reasonable notice when the State Auditor deems it necessary in order to conduct any activity within his or her authority or responsibility, including without limitation special examinations and audits of the Department, Subgrantee, subcontractor, and persons and entities other than them. These efforts include special examinations and audits which are, without limitation, financial audits (including financial related audits and financial statement audits), compliance audits, performance/operational audits, information systems and security audits, and vulnerability assessments or reviews with respect to Subgrantee's performance hereunder. Subgrantee shall grant the State Auditor and any representatives thereof full and complete access to Subgrantee's books and records as they relate to this agreement or the services, or as they may be required in order for the State Auditor to ascertain any facts relative to Subgrantee's performance hereunder. Subgrantee shall provide the State Auditor or any representatives thereof such information and assistance as requested in order to perform such audits; provided, however, that the parties shall endeavor to arrange such assistance in such a way that it does not interfere with the performance of Subgrantee's duties and obligations hereunder. Subgrantee shall require as a condition of any subcontract that the subcontractor expressly acknowledges and agrees to be bound by the same audit requirements by which Subgrantee is bound under this Agreement.

If Subgrantee is a non-profit organization as defined in O.C.G.A. § 50-20-2(5), Subgrantee will comply with the provisions of O.C.G.A. § 50-20-1 *et seq.*, including without limitation O.C.G.A. § 50-20-3.

(3) Additional Fiscal Requirements

- a. If a governmental organization, Subgrantee will comply with OMB Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable).

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- b. If an educational institution, Subgrantee will comply with OMB Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable).
- c. Subgrantee will comply with any other provisions of law that apply to receiving state and federal funds.

(4) Open Records Act

Because DNR is a public agency of the State of Georgia, information received by DNR or Subgrantee in the performance of this Award Agreement is subject to disclosure under Georgia's open records laws, O.C.G.A. § 50-18-70 *et seq.* ("Open Records Act"), unless exempt therefrom. Subgrantee shall timely respond to any Open Records Act request and will provide DNR with written notice of the receipt of the Open Records Act request and its response.

N. RIGHT TO INSPECT WORK

DNR, the State Auditor of Georgia or their authorized representatives, have the right to enter onto the premises of Subgrantee and all subcontractors or such other places where the Project Services are being performed during normal business hours for the purpose of inspecting, monitoring or otherwise evaluating such work.

O. RELATIONSHIP OF THE PARTIES

DNR and Subgrantee are independent contractors and not agents or employees of the other party. No party has authority to make any statements, representations or commitments of any kind, or to take any action, that will be binding on the other party.

P. TRADING WITH STATE EMPLOYEES

DNR and Subgrantee certify that this Award Agreement does not and will not violate the provisions of O.C.G.A. § 45-10-20 *et seq.* in any respect.

Q. TERMINATION

(1) DNR may terminate this Award Agreement for the convenience of DNR by providing thirty (30) days written notice of the termination date to Subgrantee.

(2) If, through any cause, Subgrantee fails to fulfill in a timely and proper manner its entire obligations under this Award Agreement or if Subgrantee violates any of the covenants, agreements or stipulations of this Award Agreement, DNR may give Subgrantee written notice of its default, specifying the nature thereof. Subgrantee will have fifteen (15) calendar days from the date of receipt of such notice to cure its default. If the Subgrantee fails to cure the default within the fifteen (15) day notice period, DNR may terminate this Award Agreement by a subsequent written notice of termination to Subgrantee specifying the termination date and DNR may pursue any other rights and remedies available to it under this Award Agreement, at law or in equity. In the event DNR terminates this Award Agreement for cause under this subsection, DNR will not disburse any funds to Subgrantee under this Award Agreement and may require the return of all funds previously disbursed to Subgrantee.

(3) In the event of an early termination for convenience under subsection Q1, DNR's obligations under this Award Agreement are fully discharged at the time that it reimburses Subgrantee for all expenses reasonably incurred prior to the termination date in satisfactory performance of this Award Agreement, including all non-cancelable obligations; provided, however, that where Subgrantee is contractually bound by this Award Agreement to provide matching funds, DNR will reimburse Subgrantee only in the ratio established by dividing the Reimbursable Amount by the Match Funds. In no event, however, will the total payments made by DNR under this Award Agreement exceed the Reimbursable Amount.

(4) If Subgrantee is a Regional Development Commission or a nonprofit corporation either created or controlled or caused to be created by the Commission and DNR finds that Subgrantee is failing or has failed to fully cooperate with the Georgia Department of Community Affairs in its conduct of a performance audit, this Award Agreement will be cancelled pursuant to O.C.G.A. § 50-8-35(i).

R. CHOICE OF LAW AND VENUE

This Award Agreement is made in the State of Georgia and will be construed in accordance with Georgia law, without application of conflicts of law principles. The exclusive jurisdiction for contract actions against DNR is the Superior Court of Fulton County, Georgia.

S. FORCE MAJEURE

DNR and Subgrantee are not responsible for any failure or delay in the performance of any obligations under this Award Agreement caused by acts of God, flood, fire, war, natural disaster or public enemy.

T. NOTICES

Any notice given under this Award Agreement will be in writing and is effective (i) at the time of the delivery if personally delivered, or (ii) the next business day following deposit with a nationally recognized mail or courier service, if addressed to the recipient as follows:

TO SUBGRANTEE:

Name:
Title:
Address:

Email:
Telephone:
Fax:

TO DNR:

Name: Beth Tasciotti
Title: Grants Coordinator
Address: GA DNR-Coastal Resources Div.
One Conservation Way, Suite 300
Brunswick, Georgia 31520-8687
Email: beth.tasciotti@dnr.ga.gov
Telephone: 912-262-3048
Fax: 912-262-3131

Either party may from time to time, by notice to the other, designate a different person or title, or both if applicable, or address to which notices to said party are to be given.

U. COMPLIANCE WITH ALL LAWS

Subgrantee will comply with all applicable federal, state and local laws, rules, regulations, ordinances or executive orders, including, without limitation, the Americans with Disabilities Act of 1990 (42 U.S.C. § 1201 *et seq.*) and all other labor, employment and anti-discrimination laws.

V. AUTHORITY

Subgrantee represents that it has full power and authority to enter into and perform this Award Agreement, and that the person signing on behalf of Subgrantee has been properly authorized and empowered to enter into this Award Agreement. Subgrantee further acknowledges that it has read this Award Agreement, understands it and agrees to be bound by it.

W. DRUG FREE WORKPLACE

(1) Subgrantee certifies that:

- A. A drug-free workplace will be provided for Subgrantee's employees and/or subcontractors during the performance of this Award Agreement; and
- B. It will secure from any subcontractor hired to work in a drug-free workplace the following written certification: "As part of the subcontracting agreement with (Subgrantee's Name), (Subcontractor's Name) certifies to (Subgrantee's Name) that a drug-free workplace will be provided for the subcontractor's employees during the performance of this Award Agreement pursuant to paragraph 7 of subsection B of Code Section 50-24-3."

(2) Subgrantee understands and acknowledges that it may be suspended, terminated, or debarred if it is determined that:

- A. Subgrantee has made false certification; or
- B. Subgrantee has violated such certification by failure to carry out the requirements of O.C.G.A. § 50-24-3.

X. ASSIGNMENT

Subgrantee may assign this Award Agreement or any right or obligation to a third party only with the prior written consent of DNR or as designated in SUBGRANTEE's Scope of Work in Exhibit A.

Y. ACKNOWLEDGEMENT

Subgrantee shall include a CRD and NOAA logo ,along with the following acknowledgement, on all work products, including without limitation any interim status reports, the final report and all information, data, materials and deliverables, published or distributed electronically or hard copy, and acknowledgement pages of websites and web pages produced as a result of this Award Agreement:

“Financial assistance provided by the Coastal Zone Management Act of 1972, as amended, administered by the Office for Coastal Management, National Oceanic and Atmospheric Administration and passed through the Coastal Management Program of the Department of Natural Resources.”

Any structure completed in whole or in part with funds under this Award Agreement must include a permanent sign, acknowledging the source of funding.

Z. CONTRACT INTERPRETATION

(1) All provisions of this Award Agreement are severable, and the unenforceability, illegality or invalidity of any of the provisions will not affect the validity or enforceability of the remaining provisions.

(2) If a court of competent jurisdiction finds any provision of this Award Agreement to be ambiguous, an interpretation consistent with the purpose of this Award Agreement that would render the provision valid is favored over any interpretation that would render it invalid.

(3) In the event of a conflict, inconsistency or incongruity between this Award Agreement and Subgrantee’s CIG Application, this Award Agreement controls.

(4) DNR and Subgrantee fully negotiated this Award Agreement and, consequently, the Award Agreement will be interpreted fairly and consistently in accordance with its terms.

(5) Any covenant, representation, or provision of this Award Agreement that by its nature survives the expiration or termination of this Award Agreement continues in full force and effect.

(6) No amendment to this Award Agreement is effective unless it is in writing and signed by duly authorized representatives of DNR and Subgrantee.

(7) No waiver of any of the provisions of this Award Agreement is binding unless executed in writing by the party making the waiver. No waiver of one provision constitutes a waiver of any other provision nor does it constitute a continuing waiver.

(8) The section headings are for reference purposes only and are not a part of this Award Agreement.

(9) All exhibits referenced in this Award Agreement are incorporated by reference and form an integral part of this Award Agreement.

(10) This Award Agreement constitutes the entire understanding between DNR and Subgrantee with respect to the subject matter and all prior agreements, representations, statements, negotiations and undertakings are superseded by this Award Agreement.

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In witness whereof, the parties have executed this Award Agreement effective the date first written above. Electronic signatures, digital signatures, fax signatures, and scanned signatures are acceptable for this Agreement in compliance with the Uniform Electronic Transactions Act (UETA).

GEORGIA DEPARTMENT OF NATURAL
RESOURCES, COASTAL RESOURCES
DIVISION ("DNR")

("Subgrantee")

Name & Title: Doug Haymans, Director

Name:
Title:

EXHIBIT A SUBGRANTEE SCOPE OF WORK

CIG Full Application: Scott Kimball - 24 - Enhancing Floodplain Management in the City of Kingsland through Entry into ...

Linked Pre-Application Form - DO NOT DELETE

24 - Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program

Project Information

Project Title

24 - Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program

Applicant (Institution)

City of Kingsland, GA

Project Manager or PI name

Scott Kimball

What type of project is this?

Non-Research

Background and Justification

Applicant may maintain the wording from the pre-application. This section may be revised based on Pre-application Review Team feedback provided.

[Click here for instructions](#)

Project Overview

The Community Rating System (CRS) is a voluntary program associated with the National Flood Insurance Program (NFIP). Under CRS, communities participating in 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. In October 2020, Kingsland ranked 17th in the state for number of flood insurance policies with 925, which is the most policies for any coastal Georgia community NOT participating in CRS.

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 mitigate the impact and damage from future flood events.

If financial support is awarded, the City will finally be able to allocate the resources necessary to apply for CRS by implementing the strategies outlined herein. 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 significant amount of background work necessary to prepare and submit the CRS application in Year #1, and then to assist and train City staff in Year #2 to implement and manage the floodplain program for the first year in the CRS Program. This project will also allow the City to provide a more consistent CRS program 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 Kingsland-specific data and by conducting a countywide ordinance review.

The specific tasks for Year #1 include: audit of existing floodplain management program, detailed GIS analysis of CRS Activity 42C – Open Space Preservation, participation in Camden County-St. Marys Program for Public Information (PPI), participation in CRS Users Group, ISO verification visit, and completion of CRS application. Tasks for Year #2 include: train City staff to implement the new floodplain management program and completion of the first-year certification, implement public education items from the joint PPI, conduct a comprehensive countywide ordinance review of floodplain management topics, and 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 and other Federal Funding

City of Kingsland is one of the largest coastal Georgia communities that does not participate in the FEMA Community Rating System (CRS) Program. The biggest hurdle for Kingsland to participate in CRS is not having the necessary resources or 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 for which of the 19 major activities (categories) the City is eligible to receive credits, or how the City could most efficiently 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 to support establishment of their program and procedures, such that their floodplain management program is set up for success. 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.

Of 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 critical to the City of Kingsland and a major driver for the City to join 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). About half of the affected homes assessed (66 out of 128) were classified as having "Major Damage," and 47 of those homes 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 (additional file - attached).

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 for this funding request is to give the City of Kingsland the resources needed to enter 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 successfully implement the CRS Program, beyond the grant completion date.

A secondary goal is for Kingsland to have similar flood risk public education messages and information as unincorporated Camder 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 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 the City in establishing a program and procedures that City staff can sustain over time. 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. Completion of this proposed project will also achieve Action Item #135 of the Camden County HMP.

In the state's HMP, "2019 Georgia Hazard Mitigation Strategy," Mitigation Action #100 describes that GEMA/HS and DNR should work to increase local participation in flood hazard mitigation programs such as NFIP and CRS. In addition, there are a number of other mitigation actions that specify giving communities in the CRS program priority for funding, such as Mitigation Action #81 - "Require communities to remain in good standing in the NFIP to be eligible for hazard mitigation funding, as well as continue to give mitigation funding priority to CRS communities." Therefore, funding this Coastal Incentive Grant will help Kingsland be better suited for future hazard mitigation grant funding.

Task Description - Year 1

Two-year projects must provide separate Task Descriptions for Year 1 and Year 2. Year 1 tasks must not carry over into Year 2. Applicant should describe how the task will be completed, by whom, an anticipated completion date, and what the deliverables will be for that task.

Select number of tasks

7

1. Task Title

Schedule a Community Assistance Visit (CAV)

1. Task 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.

1. Task Deliverables

Sign-In Sheet and Correspondence with FEMA.

1. Anticipated date of completion

10/31/2021

2. Task Title

Floodplain Management Program Audit

2. Task 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.

2. Task 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.

2. Anticipated date of completion

12/31/2021

3. Task Title

CRS Quick Check

3. Task Description

The consultant in working with the City and committee will complete the "CRS Quick Check" Form (FEMA FORM 086-0-35).

3. Task Deliverables

Completed "CRS Quick Check" Form.

3. Anticipated date of completion

01/31/2022

4. Task Title

Open Space Analysis

4. Task 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 resources, 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.

4. Task Deliverables

GIS database of open space features.

Table summarizing anticipated points associated with each open space element.

4. Anticipated date of completion

04/30/2022

5. Task Title

City Engagement in Camden County PPI and CRS User's Group

5. Task 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. The PPI includes staff and citizen representatives.

5. Task 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.

5. Anticipated date of completion

06/30/2022

6. Task Title

ISO Verification / CRS Application

6. Task Description

City staff and the consultant will schedule and participate in the ISO Verification Visit to discuss activities that the City currently conducts, and they will gather all information required to complete the CRS application and submit it to the ISO/CRS Specialist and FEMA.

6. Task Deliverables

Verification Visit Letter from ISO.
Completed Application Package.
CRS Program Data Table (CC-213 Recertification Form).
Certification Letter (CC-230 Verification Letter).

6. Anticipated date of completion

09/30/2022

7. Task Title

Public Open House / Webinar

7. Task 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.

7. Task Deliverables

Presentation materials (e.g., copy of PowerPoint file, link to recording, etc.).
Sign-In Sheet or website analytics to show number of participants.

7. Anticipated date of completion

09/30/2022

Is this a 2 year project?

Yes

2 Year Projects**Select number of tasks**

7

1. Task Title

Training City Staff for Implementing Year #1 of CRS Program & First Year Certification

1. Task 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.

1. Task Deliverables

First Year Certification Submission/Letter.
Templates for Standard Operating Procedures (SOPs) for regular reporting items.

1. Anticipated date of completion

09/30/2023

2. Task Title

Review Camden County Rise Ready Coastal Resilience Toolkit and Update GIS for City of Kingsland

2. Task 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).

2. Task Deliverables

Updated GIS (as needed) at: <https://maps.coastalresilience.org/georgia/>
Link to Flood Awareness Tool on City of Kingsland webpage.

2. Anticipated date of completion

12/31/2022

3. Task Title

Open Space App

3. Task Description

The Open Space Analysis from Year #1 will be uploaded into the CRS Open Space Explorer Tool, that is managed by The Nature Conservancy (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.

3. Task Deliverables

City of Kingsland data on <https://crs.tnc.org/>

3. Anticipated date of completion

03/31/2023

4. Task Title

Ordinance Review

4. Task 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.

4. Task Deliverables

Summary document of variations between the three jurisdictions.
Draft ordinance for City of Kingsland.

4. Anticipated date of completion

05/31/2023

5. Task Title

Continued Participation in PPI and CRS User's Group

5. Task 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 meetings, and the PPI meets on an annual basis to review information. The PP includes staff and citizen representatives.

5. Task Deliverables

PPI meeting agendas and minutes.
City attendance at CRS User's Group meetings.

5. Anticipated date of completion

09/30/2023

6. Task Title

Public Education & Implementation of PPI

6. Task Description

The City will continue the efforts discussed in Year #1 to implement specific activities outlined in the PPI document/plan.

6. Task Deliverables

Outreach activities and documentation of PPI implementation.

6. Anticipated date of completion

09/30/2023

7. Task Title

Public Open House / Webinar

7. Task 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.

7. Task Deliverables

Presentation materials (e.g., copy of PowerPoint file, link to recording, etc.).

Sign-In Sheet or website analytics to show number of participants.

7. Anticipated date of completion

09/30/2023

Communications

Applicant must describe a plan for outreach and information dissemination to convey project results, impacts and benefits to coastal managers and/or the general coastal public, and specifically describe the groups targeted and estimated numbers of people to be reached. See application instructions for more information.

What type of outreach plan is this?

Education Activities

Please describe.

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

Develop a timeline and milestones for each year of the project. The Georgia Coastal Management Program will use this information to track project progress.

Describe your Timeline and Milestones

A timeline that describes milestones for each task is included in the attached file. As a note, in Year #2, there are three tasks that will be ongoing for the duration of the entire year (Tasks #1, 5, & 6).

If you would like to upload a table or spreadsheet of your Timeline and Milestones, please do so here.
 Timeline_KingslandCRS_CIG.pdf

Project Management

Describe how the proposed project will be managed. List all persons directly employed by the applicant who will be involved in the project, along with their level of involvement. List project partners and describe any volunteer participation. Letters of support or commitment are only required for partners providing in-kind services and/or match funding, as well as for those directly listed in the Coastal Management Relevance section.

Project Management

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 subcontractors 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 \$5,798 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.

Letters of Support can be uploaded in the Final Section of this Application.

Budget Narrative - Year 1

In the budget narrative, describe each budget category as indicated in the Application Instructions and provide enough detail to show cost relationship to project tasks. Be sure to specify if match is Cash or In-Kind.

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.

Name: Scott Kimball

Title: Planning & Zoning Director

Annual Salary: \$75,650 / year

Time to be spent on the grant project: 180 hours

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 subcontractors, 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.

Name: Lee Spell

Title: City Manager

Annual Salary: \$98,262 / year

Time to be spent on the grant project: 60 hours

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.

Name: William Coleman

Title: Public Works Director

Annual Salary: \$78,667.21 / year

Time to be spent on the grant project: 80 hours

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.

Name: Ron Knox

Title: Assistant Public Works Director

Annual Salary: \$65,088.44 / year

Time to be spent on the grant project: 100 hours

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.

Name: Edie Link

Title: GIS Technician

Hourly Rate: \$15.38 / hour (with \$6.15 fringe)

Time to be spent on the grant project: 180 hours

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.

Name: Filiz Morrow

Title: Finance Director

Annual Salary: \$87,651.31 / year

Time to be spent on the grant project: 20 hours

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

Name: Scott Brazell

Title: Camden County CRS / E&S Coordinator

Hourly Rate: \$29.15 / hour (with \$5.35 fringe)

Time to be spent on the grant project: 80 hours

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 with cost > \$5,000)

N/A

Travel

N/A

Supplies (< \$5,000)

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 \$2,635 will be provided in In-Kind Match for Personnel, Fringe, and Indirect Cost contributions from Ashby Worley in Year #1. TNC will receive grant funds in Year #2 only.

Subcontract #1:

Name: Goodwyn Mills Cawood, LLC.

Description of Work: This subcontractor will be responsible for the following activities: lead and facilitate floodplain management program audit, complete CRS Quick Check form, conduct open space analysis, participate in Camden County PPI meeting and public Open House/webinar, participate in ISO verification visit, 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.

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 / Total

Personnel (salary for staff time): \$35,000 / \$0 / \$35,000

Fringe (included in salary for staff time): \$0 / \$0 / \$0

Equipment: \$0 / \$0 / \$0

Travel: \$0 / \$0 / \$0

Supplies: \$0 / \$0 / \$0

Subcontracts: \$0 / \$0 / \$0

Construction: \$0 / \$0 / \$0

Other: \$0 / \$0 / \$0

Indirect: \$0 / \$0 / \$0

Total: \$35,000 / \$0 / \$35,000

Subcontract #2:

Name: The Nature Conservancy

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.

Budget: This subcontract budget totals \$0 in grant funds and \$2,635 in match, as detailed below. TNC has a fringe rate of 43%, indirect rate of 23.5%, and Ashby Worley will spend 70 hours as Match during Year #1. A Negotiated Indirect Cost Rate Agreement (NICRA) for TNC is included with this application. The subcontract budget is presented in the requested budget categories:

Category: CIG Funds / Match Funds / Total

Personnel: \$0 / \$1,492 / \$1,492

Fringe: \$0 / \$642 / \$642

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 / \$501 / \$501

TOTAL: \$0 / \$2,635 / \$2,635

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 and 140 individuals will participate. 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 (Facility and Administrative) Costs

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.

Name: Scott Kimball

Title: Planning & Zoning Director

Annual Salary: \$75,650 / year

Time to be spent on the grant project: 180 hours

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 subcontractors, 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.

Name: Lee Spell

Title: City Manager

Annual Salary: \$98,262 / year

Time to be spent on the grant project: 40 hours

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.

Name: William Coleman

Title: Public Works Director

Annual Salary: \$78,667.21 / year

Time to be spent on the grant project: 20 hours

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.

Name: Ron Knox

Title: Assistant Public Works Director

Annual Salary: \$65,088.44 / year

Time to be spent on the grant project: 20 hours

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.

Name: Edie Link

Title: GIS Technician

Hourly Rate: \$15.38 / hour (with \$6.15 fringe)

Time to be spent on the grant project: 160 hours

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.

Name: Filiz Morrow

Title: Finance Director

Annual Salary: \$87,651.31 / year

Time to be spent on the grant project: 20 hours

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

Name: Scott Brazell

Title: Camden County CRS / E&S Coordinator

Hourly Rate: \$29.15 / hour (with \$5.35 fringe)

Time to be spent on the grant project: 160 hours

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.

Name: Kenneth Hughes

Title: Community Development Director, City of St. Marys

Hourly Rate: \$36.06 / hour (with \$7.36 fringe)

Time to be spent on the grant project: 60 hours

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 with cost > \$5,000)

N/A

Travel

N/A

Supplies (< \$5,000)

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 \$3,163 in In-Kind Match for Personnel, Fringe, and Indirect Cost 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:

Name: Goodwyn Mills Cawood, LLC.

Description of Work: The subcontractor will be responsible for the following activities: train City staff to implement the first year of their 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.

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 / Total

Personnel (salary for staff time): \$27,500 / \$0 / \$27,500

Fringe (included in salary for staff time): \$0 / \$0 / \$0

Equipment: \$0 / \$0 / \$0

Travel: \$0 / \$0 / \$0

Supplies: \$0 / \$0 / \$0

Subcontracts: \$0 / \$0 / \$0

Construction: \$0 / \$0 / \$0

Other: \$0 / \$0 / \$0

Indirect: \$0 / \$0 / \$0

Total: \$27,500 / \$0 / \$27,500

Subcontract #2:

Name: The Nature Conservancy

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.

Budget: This subcontract budget totals \$5,000 in grant funds and \$3,163 in match, as detailed below. TNC has a fringe rate of 43%, indirect rate of 23.5%, and Ashby Worley will spend 84 hours as Match during Year #2. A Negotiated Indirect Cost Rate Agreement (NICRA) for TNC is included with this application. The subcontract budget is presented in the requested budget categories:

Category: CIG Funds / Match Funds / Total

Personnel: \$2,832 / \$1,791 / \$4,623

Fringe: \$1,217 / \$770 / \$1,987

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: \$951 / \$602 / \$1,553

TOTAL: \$5,000 / \$3,163 / \$8,163

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 and 200 individuals will participate. 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 (Facility and Administrative) Costs

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**Upload Certification Form**

C24.CertificationsForm_Kingsland-CRS_Signed.pdf

Upload Match/In-kind Letter of Support

Letters of Support_Kingsland CRS_All.pdf

Upload Referenced Plans

Sections of Referenced Plans_Kingsland CRS.pdf

Upload Federally Negotiated Indirect Cost Rate Agreement

NICRA_FY21_Signed_TNC.pdf

Upload Authorizing Resolution

Resolution 2021-3_Kingsland CRS.pdf

Upload 306A Project Questionnaire**Upload Title Opinion Or Certification of Real Property Ownership****Upload Copy of Historic Preservation Division review request letter and response****Upload copy of U.S. Fish and Wildlife Service review request letter and response****Upload Site Maps****Upload Site Plans****Additional File Upload**

Figure 1_Irma Damage.pdf

Additional File Upload**Additional File Upload****Additional File Upload**

Additional File Upload

I certify that the Authorizing Official has approved this submission.

Yes

Name of Authorizing Official

Lee Spell

Title of Authorizing Official

City Manager

Email of Authorizing Official

lspell@kingslandgeorgia.com

CIG Full Application: File Attachments

If you would like to upload a table or spreadsheet of your Timeline and Milestones, please do so here.

Timeline_KingslandCRS_CIG.pdf

Upload Certification Form

C24.CertificationsForm_Kingsland-CRS_Signed.pdf

Upload Match/In-kind Letter of Support

Letters of Support_Kingsland CRS_All.pdf

Upload Referenced Plans

Sections of Referenced Plans_Kingsland CRS.pdf

Upload Federally Negotiated Indirect Cost Rate Agreement

NICRA_FY21_Signed_TNC.pdf

Upload Authorizing Resolution

Resolution 2021-3_Kinglsand CRS.pdf

Additional File Upload

Figure 1_Irma Damage.pdf

CIG Budget: 24 - Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program

Name	Attachments
24 - Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program	No
Linked Pre-Application Form - DO NOT DELETE 24 - Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program	
Linked Full Application Scott Kimball - 24 - Enhancing Floodplain Management in the City of Kingsland through Entry into ...	
Project Title 24 - Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program	

Budget Categories - Year 1

Personnel

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$21,479.00

Total for Personnel (Federal and Non-Federal)

21479

Fringe Benefits

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$8,087.00

Total for Fringe Benefits (Federal and Non-Federal)

8087

Equipment (Items >\$5,000)

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Equipment (Federal and Non-Federal)

Travel

CIG Funds Requested (Federal)

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Travel (Federal and Non-Federal)**Supplies (Items <\$5,000)****CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Supplies (Federal and Non-Federal)**Subcontract****CIG Funds Requested (Federal)**

\$35,000.00

Match Funds Provided (Non-Federal)

\$2,635.00

Total for Subcontract (Federal and Non-Federal)

37635

Construction**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Construction (Federal and Non-Federal)**Other****CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$3,362.00

Total for Other (Federal and Non-Federal)

3362

Indirect**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$2,957.00

Total for Indirect (Federal and Non-Federal)

2957

Total CIG Funds Requested (Federal) - Year 1

35000

Total Match Funds Provided (Non-Federal) - Year 1
 38520

Total (Federal and Non-Federal) - Year 1
 73520

Is this a 2 Year Project?
 Yes

Budget Categories - Year 2

Personnel

CIG Funds Requested (Federal)
 \$0.00

Match Funds Provided (Non-Federal)
 \$19,951.00

Total for Personnel (Federal and Non-Federal)
 19951

Fringe Benefits

CIG Funds Requested (Federal)
 \$0.00

Match Funds Provided (Non-Federal)
 \$6,546.00

Total for Fringe Benefits (Federal and Non-Federal)
 6546

Equipment (Items >\$5,000)

CIG Funds Requested (Federal)
 \$0.00

Match Funds Provided (Non-Federal)
 \$0.00

Total for Equipment (Federal and Non-Federal)

Travel

CIG Funds Requested (Federal)
 \$0.00

Match Funds Provided (Non-Federal)
 \$0.00

Total for Travel (Federal and Non-Federal)

Supplies (Items <\$5,000)

CIG Funds Requested (Federal)
 \$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Supplies (Federal and Non-Federal)**Subcontract****CIG Funds Requested (Federal)**

\$32,500.00

Match Funds Provided (Non-Federal)

\$3,163.00

Total for Subcontract (Federal and Non-Federal)

35663

Construction**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$0.00

Total for Construction (Federal and Non-Federal)**Other****CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$3,517.00

Total for Other (Federal and Non-Federal)

3517

Indirect**CIG Funds Requested (Federal)**

\$0.00

Match Funds Provided (Non-Federal)

\$2,650.00

Total for Indirect (Federal and Non-Federal)

2650

Total CIG Funds Requested (Federal) - Year 2

32500

Total Match Funds Provided (Non-Federal) - Year 2

35827

Total (Federal and Non-Federal) - Year 2

68327

I certify that the Authorizing Official has approved this submission.

Yes

Name of Fiscal Agent

Filiz Morrow

Title of Fiscal Agent

Finance Director

Email of Fiscal Agent

fmorrow@kingslandgeorgia.com

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: Open Space Analysis												
Task 5: City Engagement in Camden County PPI and CRS User's Group												
Task 6: ISO Verification Visit / CRS Application												
Task 7: Public Open House/Webinar												

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												

**GEORGIA COASTAL INCENTIVE GRANT 2021-2022 FY CYCLE 24
CIG CERTIFICATIONS FORM**

On behalf of City of Kingsland

(Applicant)

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

and in support
of I certify that:

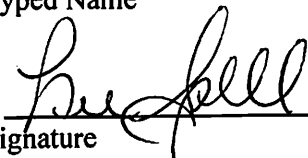
(Project Name)

1. no person shall be discriminated against based on race, color, sex, religion, national origin, age, or physical or mental handicap for any program, activity, or facility sponsored, operated, or constructed under the grant project;
2. all project activities will be conducted in a manner that is consistent with the mission, goals, and policies of the Georgia Coastal Management Program;
3. any user fees charged to the public for use or participation in any program, activity, or facility sponsored, operated, or constructed under the grant project will not be so large as to be exclusionary;
4. any facility or on-going service or program included as a component of this proposed project will be maintained as part of the community's infrastructure for a reasonable length of time after grant money is no longer available;
5. no protected or endangered species or historic or cultural resource will be adversely impacted;
6. all necessary local, state, and federal permits will be obtained before commencing work;
7. Applicant will not hold the State of Georgia liable for any injuries or damage that may result from activities conducted under projects funded by Coastal Incentive Grants;
8. Applicant (governmental organization) will comply with 2 CFR 200 Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable);
9. Applicant (educational institution) will comply with 2 CFR 200 Uniform Guidance: *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*; and 48 CFR 31.2 (as applicable);
10. Applicant will comply with any other provisions of statutory law that apply to receiving funds;
11. Applicant has reported all sources of funding for completing this project and certifies that completion is not dependent on future funding from another source;
12. All other sources for funding for the project have been disclosed, and that Applicant will notify the Georgia Coastal Management Program of any awards of additional funding from other sources during the duration of this project;
13. Applicant will adhere to the reporting requirements outlined in the RFP and will submit required status reports in a timely manner, to the Georgia Coastal Management Program. Failure to comply with the reporting requirements of the Coastal Incentive Grants Program may result in revocation of the Applicant's funding.

Lee Spell

Typed Name

Signature



City Manager

Title

Date

01/01/2021



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 \$5,798 in In-Kind Match through my salary, fringe benefits and indirect costs.

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

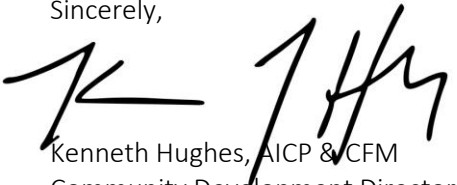
RE: Letter of Support for “Enhancing Floodplain Management in the City of Kingsland through Entry into the CRS Program”

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: C24.AwardAgreement.Kingsland.EnhancingFloodplainManagementY1 (3671 : Approval Of: Georgia Department of Natural



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

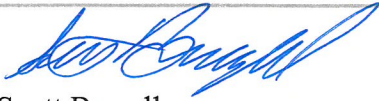
LANNIE BRANT
Commissioner, District 1

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

GEORGIA'S STATEWIDE NONPOINT SOURCE MANAGEMENT PLAN

Georgia Department of Natural Resources
Environmental Protection Division
2019 Update

Prepared by the Georgia Department of Natural Resources
Environmental Protection Division
Watershed Protection Branch
2 Martin Luther King, Jr. Drive SW Atlanta, GA 30334
September 2019

For further information contact:
The Nonpoint Source Program
Georgia Department of Natural Resources
Environmental Protection Division
Watershed Protection Branch
(404)651-8548

GEORGIA'S STATEWIDE NONPOINT SOURCE MANAGEMENT PLAN

**** Long-Term Goal 1:** Improve communication with stakeholders and the public about stream buffer protections and variances.

Activity 1: Improve the accessibility of buffer variance public notices posted on the GAEPD website.

Timeframe: Ongoing.

Cost and funding: Staff time.

Performance measure: Improvements to the public notices archive section, increased organization for ease of use.

Results: By providing more accessible information, relevant stakeholders can be more informed about public noticed buffer variance applications.

Deliverables: Updated website.

Activity 2: Annual website review to ensure existing guidance documents are up-to-date and to provide new guidance documents as needed.

Timeframe: Ongoing, annual review to be completed before June 30 each year.

Cost and funding: Staff time.

Performance measure: Completion of annual review and update of materials as necessary.

Results: Accurate information is critical for the timely processing of applications and improves communication with stakeholders.

Deliverables: Website update log with date of review and summary of any updates.

Activity 3: Provide additional technical support to Local Issuing Authorities and the development community in stream assessments and buffer protections.

Timeframe: Ongoing.

Cost and funding: Staff time.

Performance measure: Development and implementation of one training project (updated guidance, workshop, roundtable, etc.) for LIAs and/or the development community.

Results: Increased understanding of buffer protections will lead to better implementation of the Georgia Erosion and Sedimentation Act and improvements in water quality.

Deliverables: Training materials.

Urban Nonpoint Source Program – Floodplains

Finding the delicate balance between development in areas prone to flooding and environmental sustainability is a difficult undertaking. Successful, sustainable flood hazard reduction solutions need to be based on the forces at work in floodplains and coastal zones and on the natural functions that these flood-prone areas provide.

Critical to flood risk management is participation in the National Flood Insurance Program (NFIP). The NFIP was established with the passage of the National Flood Insurance Act of 1968. The NFIP is a federal program enabling property owners in participating communities to purchase flood insurance as protection against flood losses, while requiring state and local governments to enforce floodplain management ordinances that aim to reduce future flood damage. Participation in the NFIP is voluntary. As of 2019, there are 561 participating communities in all of the State's 159

counties. There are 86 communities with mapped Special Flood Hazard Areas (SFHAs) that are not participating.

GAEPD, as a Cooperative Technical Partner (CTP) with the Federal Emergency Management Agency (FEMA), is tasked with managing the preparation of updated regulatory and non-regulatory flood risk products to help communities better identify, assess, and communicate their vulnerability to flood hazards. GAEPD maintains the Georgia DFirm website, which provides technical and outreach information for community officials and the public, including a “look up” tool that allows the public to enter their address and determine their flood risk. GAEPD also provides community outreach and assistance through a structured Community Assistance Program State Support Services Element (CAP SSSE) funded by FEMA.

The NFIP has a voluntary program known as the Community Rating System (CRS). The CRS program encourages community floodplain management activities that exceed the minimum NFIP requirements and in exchange, insurance premium discounts are offered to residents and businesses in the community. GAEPD coordinates with FEMA and the International Organization for Standardization (ISO) to undertake community CRS reviews and provide any assistance that may be needed in satisfying the program requirements. GAEPD supports Georgia Emergency Management and Homeland Security Agency (GEMHSA) Mitigation staff in promoting the CRS program at mitigation workshops. In an effort to increase the number of CRS participating communities and improve classification, GEMHSA incorporates CRS information in the overall ranking of mitigation projects. Currently, there are 53 communities participating in the CRS, of which 15 are coastal communities.

The Georgia coastal communities continue to actively participate in a Coastal CRS User's Group. The group meets every two months and efforts are currently underway to encourage other coastal communities. GAEPD, working with the Georgia Association of Floodplain Managers, is currently working to establish a CRS User's Group for communities in metropolitan Atlanta.

Long-Term Goals and Strategic Plan

Long-Term Goal 1: Promote participation in voluntary flood management programs, such as the NFIP and CRS.

Activity 1: Conduct at least 15 presentations to government and elected officials about the NFIP and CRS.

Timeframe: Through 2024.

Funding: FEMA

Performance measure: GAEPD will make presentations at meetings hosted by state, county and local associations to promote support for the NFIP and CRS.

Results: Adoption and implementation of ordinances and practices for the NFIP and CRS is critical for improving floodplain management. Decision-makers must be informed.

Deliverables: Meeting agendas, attendance lists, presentation materials.

Activity 2: Currently there are 86 communities with mapped Special Flood Hazard Areas that are not participating in the NFIP. Although NFIP participation is voluntary, GAEPD will continue to actively work with these communities to encourage participation.

GEORGIA'S STATEWIDE NONPOINT SOURCE MANAGEMENT PLAN

Timeframe: Through 2024.

Funding: FEMA

Performance measure: Increase participation in the NFIP by adding 20 new communities.

Results: Participation in the NFIP can provide multiple benefits to a community and its citizens.

Deliverables: List of NFIP communities.

Long-Term Goal 2: Conduct reviews of Flood Damage Prevention Ordinances.

Activity 1: GAEPD will review at least 130 Flood Damage Prevention Ordinances.

Timeframe: Through 2024.

Funding: FEMA

Performance measure: It is anticipated that over the next 5 years Preliminary Maps will be issued for 130 communities in the Lower Savannah, Upper Oconee, Withlacoochee, Little (Withlacoochee River) and Lower Flint watersheds. Ordinances for these communities will be reviewed.

Results: Prior to adoption of new maps, GAEPD will review each community's flood damage prevention ordinance and work with local floodplain administrators to ensure that their ordinance is compliant with the NFIP.

Deliverables: Ordinance reviews.

Long-Term Goal 3: Provide community assistance in implementing floodplain management through the Community Assistance Program.

Activity 1: Conduct at least 50 Community Assistance Visits.

Timeframe: Through 2024.

Funding: FEMA

Performance measure: Conduct 50 visits, including of visits to all 26 communities classified by FEMA as Tier I.

Results: The Community Assistance Visit serves the dual purpose of providing technical assistance to the community and assuring that the community is adequately enforcing its floodplain management regulations.

Deliverables: Log of visits.

Activity 2: Provide training to Floodplain Managers in Georgia.

Timeframe: Through 2024.

Funding: FEMA

Performance measure: Provide specific training courses throughout Georgia for Floodplain Managers, including a course about managing Floodplain Development through the NFIP.

Results: Training is critical for appropriate floodplain management. Routine and regular trainings with up-to-date information will allow floodplain managers to more effectively implement their floodplain management ordinances.

Deliverables: Training materials, attendance lists.

Urban Nonpoint Source Program – Safe Dams



wood.

DRAFT

Camden County, Georgia Multi-Jurisdictional Hazard Mitigation Plan



Meredith Rizzo, NPR



Camden County
City of Kingsland
City of St. Marys
City of Woodbine

SECTION 3: MITIGATION STRATEGY

Action #	Description	Goal & Objective Addressed	Hazard Addressed	Priority	Jurisdiction	Mitigation Category	Responsible Department	Potential Funding Source	Estimated Cost	Timeline	Status	Implementation Progress
135	Promote Kingsland's participation in the FEMA Community Rating System program, leading to discounts in flood insurance premiums	1.2	Flood, Hurricane, Sea Level Rise, Severe Weather	H	Kingsland	Preventive	City Administration	General fund	Staff time	2021-2026	New	Apply for Coastal Incentive Grant to fund participation in the CRS. Pre-Application submitted.
136	Support Colerain Road Widening Phase II from I-95 to Hwy 40	1.1	Flood, Hurricane, Sea Level Rise, Severe Weather	M	Kingsland	Structural Projects	City Administration	General Funds, PDM	Variable; staff time	2021-2026	New	Currently in Planning and R-O-W acquisition phase
137	Force sewer main enhancement: The single 14" sewer line serving Kingsland east of I-95 could potentially break from undue stress on the sewer pipes due to flooding. To remedy this, the City will install an 18" sewer force main to run parallel to the existing pipe to provide redundancy and increased capacity	1.1	Flood, Hurricane	H	Kingsland	Structural Projects	City Administration, Department of Public Works	Grant Funds, BRIC, HMPG		2021-2025	New	City is working with an outside entity to apply for grant funding.
138	Lift station rehabilitation: Creekwood (neighborhood bordered by Little Catfish Creek, impacted by Irma) lift station - raise the walls of the wet well and adjust top plate, change pumps and hardware as needed. Greentree Lift Station (surrounded on three sides by wetlands, inaccessible during Irma because the drainage system was overburdened) - raise the wet well and change out pumps and hardware. Project would require more fill and moving or replacing fence	1.1	Flood, Hurricane, Sea Level Rise	H	Kingsland	Structural Projects	City Administration, Department of Public Works	Grant Funds, BRIC, HMPG		2021-2025	New	City is working with an outside entity to apply for grant funding.
139	Manhole and sewer pipe lining: Upgrade liner (insert or spray liner in manholes); Slip line pipes in old section of the city that still utilizes terracotta pipes	1.1	Flood, Hurricane, Sea Level Rise	H	Kingsland	Structural Projects	City Administration, Department of Public Works	Grant Funds, BRIC, HMPG		2021-2025	New	City is working with an outside entity to apply for grant funding.
140	The City of St. Marys to adopt an ordinance requiring the use of the Coastal Stormwater Supplement for design and post construction Stormwater management systems.	1.2	Flood, Hurricane, Sea Level Rise, Severe Weather	High	St. Marys	Preventive	City Administration	General fund	Staff time	2021-2026	Carry Forward	City has been working to establish a City Stormwater Utility to address ongoing stormwater management issues which will include use of the Coastal Stormwater Supplement.
141	Promote St. Marys participation in the FEMA Community Rating System program, leading to discounts in flood insurance premiums	1.2	Flood, Hurricane, Sea Level Rise, Severe Weather	Medium	St. Marys	Preventive	City Administration	General fund	Staff time	2021-2026	Carry Forward	Ongoing. City is a CRS Class 6 community and has improved since it entered the program in 2015.
142	Review and update ordinances and codes to incorporate design guidelines, landscaping, use-based restrictions and performance-based regulations	1.2	Flood, Sea Level Rise	High	St. Marys	Preventive	City Administration	General fund	Staff time	2021-2026	Carry Forward	City is beginning work to determine what new ordinance measure are necessary.

Georgia Hazard Mitigation Strategy

Standard and Enhanced Plan

Effective March 18, 2019-March 17, 2024



Prepared by the Georgia Emergency Management and Homeland Security Agency
(GEMA/HS)

2019 MITIGATION ACTIONS												
2019 Item #	Mitigation Actions	Timeline	Status	Priority	State Goal	Hazard	Lead Agency	Support Agency	Resources	Previous Item #	Contribution to Mitigation	FEMA Category
78	Develop and maintain matrix of all local capabilities for next state strategy update	2019 - 2024	Deferred due to staffing and time constraints	Low	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA & Agency Budget	62	Helps improve integration of local plan information into the State Plan.	Planning & Regulation
79	Research feasibility and practicality of additional high priority projects identified in mitigation strategy workshop.	2019 - 2024	New	Medium	1-3	All Hazards	GEMA/HS	Various	HMA and Agency Budget	New	Will help reduce future damages and losses from multiple hazards.	Planning and Regulation
80	Integrate hazard mitigation into other state and local processes such as THIRA, Long-Term Recovery Plan, local comprehensive plans, CWPPs, and capital improvement plans	2019 - 2024	Ongoing as various plans are updated	High	1 - 3	All Hazards	GEMA/HS	DCA, GFC, Local Communities	HMA & Agency Budget	76	Helps improve the full integration of hazard mitigation into other operations.	Planning & Regulation
81	Require communities to remain in good standing in the NFIP to be eligible for hazard mitigation funding, as well as continue to give mitigation funding priority to CRS communities	2019 - 2024	Ongoing continually	High	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA & Agency Budget	78	Help reduce damages to flood prone properties and to improve access to flood insurance.	Planning and Regulation
82	Assist local communities with eligible acquisition/elevation, floodproofing, and storm water projects	2019 - 2024	Ongoing continually	High	1 - 3	Inland Flooding	GEMA/HS	GEMA/HS	HMA & Agency Budget	91	Help reduce damages resulting from flooding.	Structure & Infrastructure
83	Promote the development of safe areas in public and private schools	2019 - 2024	Ongoing as opportunities allow	High	1 - 3	Tornadoes	GEMA/HS	BOR, DOE & Local Communities	HMA & Agency Budget	92	Protect people from tornadoes.	Structure & Infrastructure
84	Expand the use of safe rooms throughout Georgia communities	2019 - 2024	Ongoing as funding and opportunities allow	High	1 - 3	Tornadoes	GEMA/HS	GEMA/HS & GFC	HMA & Agency Budget	93	Protect people from tornadoes	Structure & Infrastructure
85	Identify state assets at highest risk and list appropriate mitigation actions to reduce these risk and identify opportunities for structural protections (ie. safe rooms) in buildings	2019 - 2024	Ongoing continually	High	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA & Agency Budget	94	Reduce damages to state owned and operated facilities.	Structure & Infrastructure
86	Coordinate with local emergency management agencies to predesignate safe areas for at-risk population	2019 - 2024	Ongoing continually	High	1 - 3	Tornadoes	GEMA/HS	GEMA/HS	EMPG & Agency Budget	95	Protect people from tornadoes and severe weather.	Structure & Infrastructure

2019 MITIGATION ACTIONS												
2019 Item #	Mitigation Actions	Timeline	Status	Priority	State Goal	Hazard	Lead Agency	Support Agency	Resources	Previous Item #	Contribution to Mitigation	FEMA Category
87	Identify historic sites that may be vulnerable to natural hazards	2019 - 2024	Ongoing continually	Medium	1 - 3	All Hazards	GEMA/HS	SHPO	HMA & Agency Budget	101	Improve understanding of risks to historic sites.	Natural & Cultural Protection
88	Ensure there are no adverse effects of any proposed mitigation projects on Georgia's natural resources and/or threatened or endangered species	2019 - 2024	Ongoing with each mitigation project	Low	1 - 3	All Hazards	GEMA/HS	FEMA, US Fish Wildlife	HMA & Agency Budget	102	Protect natural resources and endangered or threatened species.	Natural & Cultural Protection
89	Educate and promote the prevention of development in places such as flood plains, steep ravines, lands with underground caves, through news letters and workshops	2019 - 2024	Ongoing continually	Low	1 - 3	All Hazards	GEMA/HS	DCA	HMA & Agency Budget	103	Protect natural resources and endangered or threatened species.	Natural & Cultural Protection
90	Develop a list of public and private sector incentives such as CRS & NFIP, that encourage the implementation of hazard mitigation measures for publication on GEMA/HS's website.	2019 - 2024	Ongoing continually	Medium	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA, Agency Budget	106	Improve public awareness of and encourage practices that help improve resilience to natural hazards.	Public Awareness
91	Support the use of state of the art warning technology and local warning projects with available initiative funds	2019 - 2024	Ongoing as funding allows	Medium	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA, Agency Budget	107	Help protect people by warning of incoming severe weather.	Public Awareness
92	Expand NOAA weather alert system by applying for grants to distribute radios to local communities	2019 - 2024	Ongoing as funding allows	Medium	1 - 3	All Hazards	GEMA/HS	Local Communities	HMA, Agency Budget	108	Help reduce loss of life by warning of incoming severe weather.	Public Awareness
93	Determine percentage of population coverage by current alert systems	2019 - 2024	Deferred due to time and staffing resources	Medium	1 - 3	All Hazards	GEMA/HS	GEMA/HS	Agency Budget	110	Help reduce loss of life by warning of incoming severe weather.	Public Awareness

2019 MITIGATION ACTIONS												
2019 Item #	Mitigation Actions	Timeline	Status	Priority	State Goal	Hazard	Lead Agency	Support Agency	Resources	Previous Item #	Contribution to Mitigation	FEMA Category
94	Support the StormReady Program in Georgia in partnership with the National Weather Service, promoting the increase in the number of StormReady counties, communities, governments, universities and commercial sites from the current number of 113 as of 8/2018	2019 - 2024	Ongoing continually	Medium	1 - 3	All Hazards	GEMA/HS	GEMA/HS, NWS	Agency Budget	111	Improve public awareness of and encourage practices that help improve resilience to natural hazards.	Public Awareness
95	Promote and share Mitigation Ideas Guide (Jan 2013) with local communities and planners	2019 - 2024	Ongoing continually and as local plan updates are started.	High	1 - 3	All Hazards	GEMA/HS	FEMA	Agency Budget	112	Help improve mitigation throughout the State	Public Awareness
96	Make Georgia hazard data available on GEMA/HS webpage	2019 - 2024	Ongoing continually	High	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA, Agency Budget	113	Help improve awareness of natural hazards.	Public Awareness
97	Conduct post-disaster workshops for affected local communities	2019 - 2024	Ongoing after major disasters	High	1 - 3	All Hazards	GEMA/HS	NRCS	HMA, Agency Budget	115	Help encourage effective use of mitigation opportunities.	Public Awareness
98	Share mitigation project/plan success stories via media such as websites and newsletters	2019 - 2024	Ongoing as opportunities allow	Medium	1 - 3	All Hazards	GEMA/HS	GEMA/HS	HMA, Agency Budget	116	Help improve awareness of the benefits of mitigation.	Public Awareness
99	Develop workshops and webinars to facilitate the update of the state plan risk assessment	2019 - 2024	Ongoing prior to the beginning of the State Plan major update process.	High	1 - 3	All Hazards	GEMA/HS	FEMA	HMA, Agency Budget	120	Help obtain the best available information for future updates to the State Plan.	Public Awareness
100	Increase local participation in flood hazard mitigation programs such as NFIP and CRS, through workshops and posted information on GEMA/HS and DNR websites	2019 - 2024	Ongoing as opportunities arise	High	1 - 3	Flood	GEMA/HS	DNR & FEMA	Agency Budget	121	Improve public awareness of and encourage practices that help improve resilience to natural hazards	Public Awareness
101	Increase local participation in hazard mitigation programs such as Firewise and Storm Ready Communities, through workshops and posted information on GEMA/HS website	2019 - 2024	Ongoing as opportunities arise.	High	1 - 3	All Hazards	GEMA/HS	FEMA & NWS	Agency Budget	122	Improve public awareness of and encourage practices that help improve resilience to natural hazards	Public Awareness

2019 MITIGATION ACTIONS												
2019 Item #	Mitigation Actions	Timeline	Status	Priority	State Goal	Hazard	Lead Agency	Support Agency	Resources	Previous Item #	Contribution to Mitigation	FEMA Category
102	Distribute information via brochures, websites, webinars and workshops on community and household saferooms to Georgia communities	2019 - 2024	Ongoing as opportunities arise.	Medium	1 - 3	Tornadoes	GEMA/HS	GEMA/HS	Agency Budget	124	Help protect people from tornadoes.	Public Awareness
103	Support the Severe Weather Awareness Week and the Prescribed Fire Awareness Week campaigns in partnership with the Office of the Governor	2019 - 2024	Ongoing as applicable	High	1 - 3	Severe Weather, Wildfire	GEMA/HS	GEMA/HS	HMA, Agency Budget	133	Improve public awareness of and encourage practices that help improve resilience to natural hazards	Public Awareness
104	Increase community awareness of the negative impacts of repetitive loss properties and the benefits of mitigation actions	2019 - 2024	Ongoing continually	High	1 - 3	All Hazards	GEMA/HS	DNR	HMA, Agency Budget	135	Improve public awareness of and encourage practices that help improve resilience to flooding	Public Awareness
105	Lead and direct the Georgia Silver Jackets Team to promote flood risk management programs throughout the state.	2019 - 2024	Ongoing continually	High	1 - 3	Flood	GEMA/HS	USGS, NWS, USACE, FEMA, EPA, NRCS, FHA, USEDA	HMA, Agency Budgets	136	Bring together multiple agencies and funding sources to reduce the potential for losses from flooding	Planning & Regulation
106	Promote and support mitigation allied programs, such as the Community Rating System (CRS) and Storm Ready by giving application incentive points for communities applying for HMA assistance.	2019 - 2024	Ongoing as HMA assistance opportunities become available	Low	1 - 3	All Hazards	GEMA/HS	GEMA/HS	Agency Budget	137	Encourage practices that help improve resilience to natural hazards	Planning & Regulation
107	Promote safe room construction at all levels i.e. (individual residents, local governments and local school districts, and private industry).	2019 - 2024	Ongoing continually as opportunities arise	Low	1 - 3	Tornadoes	GEMA/HS	GEMA/HS	Agency Budget	138	Protect people from tornadoes.	Planning & Regulation
108	Continue education of local emergency managers on various mitigation activities and funding opportunities	2019 - 2024	Ongoing continually	Low	1 - 3	All Hazards	GEMA/HS	GEMA/HS	Agency Budget	139	Encourage practices that help improve resilience to natural hazards	Planning & Regulation



United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, DC 20240

May 18, 2020

Leonard Williams, Chief Financial Officer
The Nature Conservancy
4245 N. Fairfax Drive, Suite 100
Arlington, VA 22203-1606

Dear Leonard Williams:

Enclosed is the signed Negotiated Indirect Cost Rate Agreement that was processed by our office. If you have any questions concerning this agreement, please refer to the signature page for the name and contact number of the negotiator.

As a recipient of federal funds, the regulations require you to maintain a current indirect cost rate agreement. For provisional/final indirect cost rates, Indirect Cost Proposals should be submitted on an annual basis, and they are due within six (6) months after the close of your fiscal year. For predetermined rates and approved rate extensions, proposals are due in our office six (6) months prior to the expiration of your current rate agreement. Please note that proposals are processed on a first-in, first-out basis.

Common fiscal year end dates and proposal due dates are listed below:

Fiscal Year End Date	Proposal Due Date
September 30 th	March 31 st
December 31 st	June 30 th
June 30 th	December 31 st

Please visit our website for guidance and updates on submitting future indirect cost proposals. The website includes helpful tools such as a completeness checklist, indirect cost and lobbying certificates, sample proposals, Excel worksheet templates, and links to other websites.

Sincerely,

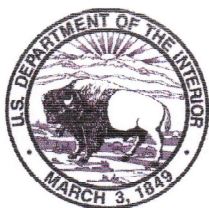
Craig A. Wills
Office Chief

Enclosure

Ref: J:\IDC-DOI\Other (Non-Profit, For Profit)\Nonprofit\Nature Conservancy (Nacoh629)\FY 21C\A. Admin Folder\Naco-Issue.ltr.21C.docx

Phone: (916) 930-3803
Fax: (916) 930-3804

Email: ICS@ibc.doi.gov
Website: <http://www.doi.gov/ibc/services/finance/Indirect-Cost-Services>



United States Department of the Interior

OFFICE OF THE SECRETARY

Washington, DC 20240

Nonprofit Organization Indirect Cost Negotiation Agreement

EIN: 53-0242652

Date: May 18, 2020

Organization:

The Nature Conservancy
4245 N. Fairfax Drive, Suite 100
Arlington, VA 22203-1606

Report No(s): 20-A-0969 (21C)

Filing Ref.:

Last Negotiation Agreement
dated July 23, 2019

The indirect cost rates contained herein are for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR Part 200 apply subject to the limitations contained in Section II.A. of this agreement. The rates were negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rates

Page 1 of 2

Type	Effective Period		Rate	Applicable Locations	
	From	To			To
<u>Indirect Cost Rate</u>					
Fixed Carryforward	07/01/20	06/30/21	23.50% 1/	All	All Programs
<u>Fringe Benefit Rates</u>					
Fixed Carryforward	07/01/20	06/30/21	43.00% 2/	All	Regular Salaries
Fixed Carryforward	07/01/20	06/30/21	12.00% 3/	All	Short-Term Salaries
Fixed Carryforward	07/01/20	06/30/21	15.00% 4/	All	Foreign Salaries

1/Base: Total direct costs, less external transfers and the value of land sold or donated to government agencies and other conservation organizations. Equipment costs valued between \$5,000 and \$50,000 are included in the base limited to the first year of capitalization. **All subawards, regardless of dollar amount, are included in the direct cost base for purposes of computing the indirect cost rate.**

2/Base: Total salaries and wages for regular employees.

3/Base: Total salaries and wages for short-term employees.

4/Base: Total salaries and wages for foreign employees.

Note: The foreign salaries fringe benefit rates refer to benefits that are paid centrally by The Nature Conservancy's (TNC) headquarters. Additional benefits are paid locally by TNC's foreign locations which are charged directly to government awards

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

Section I: Rates (continued)

Page 2 of 2

Treatment of Paid Absences: (a) For employees paid on TNC's U.S. payroll, the costs of vacation, holiday and sick leave pay are included in the organization's fringe benefit rate and are not included in the direct costs of salaries and wages. Claims for direct salaries and wages must exclude those amounts paid or accrued to employees for periods when they are on vacation, holiday or sick leave. Other paid absences are billed directly. (b) For employees paid on local payrolls in other country programs, paid absences are billed directly.

Section II: General

Page 1 of 2

A. Limitations: Use of the rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).

B. Audit: All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

C. Changes: The rate(s) contained in this agreement are based on the accounting system in effect at the time the proposal was submitted. Changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement may require the prior approval of the cognizant agency. Failure to obtain such approval may result in subsequent audit disallowance.

D. Rate Type:

1. **Fixed Carryforward Rate:** The fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made to the rate for a future period, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.

2. **Provisional/Final Rate:** Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

3. **Predetermined Rate:** A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment. (Because of legal constraints, predetermined rates are not permitted for Federal contracts; they may, however, be used for grants or cooperative agreements.)

E. Rate Extension: Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.

F. Agency Notification: Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.

G. Record Keeping: Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.

Section II: General (continued)

Page 2 of 2

H. Reimbursement Ceilings: Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate is higher than the negotiated rate in Section I of this agreement, the negotiated rate will be used to determine the maximum allowable indirect cost.

I. Use of Other Rates: If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rate(s) in this agreement, the grantee/contractor should credit such costs to the affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

J. Other:

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.

2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.

3. This Negotiation Agreement is entered into under the terms of an Interagency Agreement between the U.S. Department of the Interior and the cognizant agency. No presumption of federal cognizance over audits or indirect cost negotiations arises as a result of this Agreement.

4. Organizations that have previously established indirect cost rates—exclusive of the 10% *de minimis* rate—must submit a new indirect cost proposal to the cognizant agency for indirect costs within six (6) months after the close of each fiscal year.

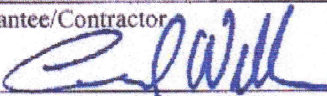
Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the Nonprofit Organization:

The Nature Conservancy

Grantee/Contractor

 /s/

Signature

Leonard Williams

Name (Type or Print)

Chief Finance Officer

Title

May 14, 2020

Date

By the Cognizant Federal Government Agency:

U.S. Department of the Interior

Cognizant Agency

CRAIG WILLS Digitally signed by CRAIG WILLS
Date: 2020.05.18 10:21:43 -07'00' /s/

Signature

Craig A. Wills

Name

Division Chief

Indirect Cost Services Division

Title

Negotiated by Elena Chan

Telephone (916) 930-3824

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 8th day of February, 2021

CITY COUNCIL
CITY OF KINGSLAND


Dr. C. Grayson Day, Mayor

Attest:

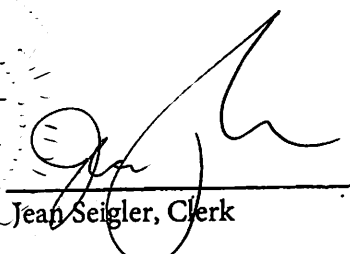

Jean Seigler, Clerk





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

GINN CHRYSLER JEEP DODGE, LLC
2251 ACCESS ROAD
COVINGTON, GA 300168829

Configuration Preview *AN Linda Johnson*

Date Printed: 2021-09-16 9:06 AM
Estimated Ship Date:

VIN:
VON:

Quantity: 1
Status: BA - Pending order
FAN 1: 52054 City of Kingsland GA
FAN 2:
Client Code:
Bid Number: TB1059
PO Number:

Sold to:
GINN CHRYSLER JEEP DODGE, LLC (60359)
2251 ACCESS ROAD
COVINGTON, GA 300168829

Ship to:
GINN CHRYSLER JEEP DODGE, LLC (60359)
2251 ACCESS ROAD
COVINGTON, GA 300168829

Vehicle: 2021 CHARGER POLICE RWD (LDDE48)

	Sales Code	Description	MSRP(USD)
Model:	LDDE48	CHARGER POLICE RWD	35,555
Package:	26A	Customer Preferred Package 26A	0
	EZH	5.7L V8 HEMI MDS VVT Engine	0
	DFK	8-Spd Auto 8HP70 Transmission	0
Paint/Seat/Trim:	PX8	Pitch Black Clear Coat	0
	APA	Monotone Paint	0
	*X5	HD Cloth Bucket Seats w/Vinyl Rear	120
	-X9	Black	0
Options:	MAF	Fleet Purchase Incentive	0
	YEP	Manuf Statement of Origin	0
	XFX	Equipment Mounting Bracket	100
	LNK	LED Spot Lamps	150
	LNF	Black Left Spot Lamp	210
	LBG	Front Reading/Map Lamps	75
	GXQ	Additional Non-Key Alike Fobs	150
	GUK	Power Heated Mirrors w/Man F/Away	60
	4DH	Prepaid Holdback	0
	CW6	Deactivate Rear Doors/Windows	75
	4ES	Delivery Allowance Credit	0
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	166	Zone 66-Orlando	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB1059	Government Incentives	0
Discounts:	YGF	8 Additional Gallons of Gas	0
Destination Fees:			1,495

Total Price: 37,990

Order Type: Fleet
Scheduling Priority: 1-Sold Order
Salesperson:
Customer Name:
Customer Address: USA

PSP Month/Week:
Build Priority: 99

your cost
27,394⁰⁰
+ 474⁰⁰
27,868⁰⁰

Attachment: Dodge Charger (3663 : Bid Award: One 2021 Dodge Charger (Police Package, V8 HEMI))

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

Standard Features - LDDE48-CHARGER POLICE RWD	
Code	Description
JKW	12V Center Console Power Outlet
JCC	160 MPH Primary Speedometer
NLQ	18.5 Gallon Fuel Tank
WEJ	18X7.5 Steel Wheels
DLL	2.62 Rear Axle Ratio
BAJ	220 Amp Alternator
DR3	220MM Rear Axle
EZH	5.7L V8 HEMI MDS VVT Engine
NAS	50 State Emissions
RCG	6 Speakers
RFJ	7.0" Touch Screen Display
DFK	8-Spd Auto 8HP70 Transmission
BCF	800 Amp Maintenance Free Battery
GAP	Acoustic Front Door Glass
GAK	Acoustic Windshield
CBD	Active Head Restraints
CG3	Advanced Multistage Front Air Bags
HAD	Air Cond'ing w/Dual Zone Temp Cntrl
JMA	Air Filtering
BNP	All Speed Traction Control
RFP	Apple CarPlay
LMG	Automatic Headlamps
DHD	AutoStick (R) Automatic Transmission
CHK	Base Headliner Module
LMC	Bi-Function Halogen Projector H/Lamp
MFA	Black Headlamp Bezels
XSB	Black Interior Accents
CKJ	Black Vinyl Floor Covering
MNK	Body Color Door Handles
LEP	Body Color Exterior Mirrors
MRC	Bodycolor Lower Bodyside Cladding
X8X	Brake & Knuckle Parts Module
BGE	Brake Assist
XSL	Brake/Park Interlock
MT1	Bright Charger Badge
WMH	Bright Hub Caps
XJM	Capless Fuel Fill w/o Discriminator
CKM	Cargo Compartment Dress-Up
CG6	Center Rear 3-Point Seat Belt
CF4	Child Seat Upper Tether Anchorages
LPA	CHMSL Lamp
CV8	Column Mount Automatic Shift Lever
JFA	Compass Gauge

Standard Features - LDDE48-CHARGER POLICE RWD	
Code	Description
DS8	Conventional Differential Rear Axle
LAT	Custom Defined Color Display Monitor
X82	Door Parts Module
JJB	Dual Note Electric Horns
NER	Dual Rear Exhaust
SBL	Electric Power Steering
BNS	Electronic Roll Mitigation
BNB	Electronic Stability Control
XAX	Engine Hour Meter
XXW	Engine Mount Heat Shield
NHA	Engine Oil Cooler
CFW	Fixed Rear Seat
GBC	Front & Rear Solar Control Glass
LCK	Front Dome Lamp
X8W	Front Fascias Parts Module
CGD	Front Height Adjust Shoulder Belts
LAX	Front Passenger Seat Belt Alert
X89	Front Suspension Damper Parts Module
X84	Front Suspension Parts Module
TBW	Full Size Spare Tire
MCH	Gloss Black Fascia Applique
MAE	Gloss BIK Grille-Gloss BIK Xhairs
LBC	Glove Box Lamp
TZA	Goodyear Brand Tires
RF5	Google Android Auto
JLP	GPS Antenna Input
Z1F	GVW Rating - 5500#
*C8	HD Cloth Bucket & Rear Bench Seats
SDB	Heavy Duty Suspension
NZ5	High Speed Engine Controller
BNG	Hill Start Assist
BPT	Hydraulic Assist Brake Booster
JKK	Inside Emergency Trunk Lid Release
JAA	Instrument Panel
X81	Instrument Panel Parts Module
RTF	Integrated Center Stack Radio
XR8	Integrated Voice Command w/Bluetooth
RDL	Integrated Window Antenna
SCV	Leather Wrapped Steering Wheel
LM5	LED Daytime Running Lamps
SER	Load Leveling and Height Control
RS6	Media Hub (2 USB, Aux)
CUM	Mini Floor Console

Standard Features - LDDE48-CHARGER POLICE RWD	
Code	Description
APA	Monotone Paint
RG8	No Radio Amplifier
XA8	Non Adjustable Pedals
LAH	Outside Temp Display
TWW	P225/60R18 BSW Performance Tires
XAA	ParkSense Rear Park Assist System
XAC	ParkView Rear Back-up Camera
CSR	Passenger Assist Handles
NEA	Performance Exhaust
BR9	Police ABS 4-Wheel Hd Disc Brakes
AHB	Police Group
JPS	Power 6-Way Driver Seat
JKY	Power Accessory Delay
GTF	Power Mirrors w/Manual Foldaway
X87	Power Train Parts Module
JPC	Power Trunklid Release
GX4	Pushbutton Start
JP3	Pwr Front Windows, 1-Touch,Up & Down
XSK	R134A A/C Refrigerant
BHC	Rain Brake Support
BHD	Ready Alert Braking
GXT	Rear Door Child Protection Locks
X8U	Rear Fascias Parts Module
X91	Rear Suspension Damper Parts Module
X85	Rear Suspension Parts Module
GNA	Rear View Day/Night Mirror
GFA	Rear Window Defroster
LHL	Remappable Steering Wheel Buttons
GXD	Remote Proximity Keyless Entry
AXR	Secure Park
GXX	Sentry Key Theft Deterrent System
XDK	Severe Duty Engine Cooling
GAM	Solar Control Glass
AHV	Special Service Group
NHM	Speed Control
JPH	Speed Sensitive Power Locks
LNQ	Spot Lamp Wiring Prep.
RDZ	Steering Wheel Mounted Audio Ctrls
GNC	Sun Visors w/Illum Vanity Mirrors
CJ2	Supp. Side Curtain Frt/Rr Air Bags
CJ1	Supplemental Frt Seat Side Air Bags
SUE	Tilt/Limited Telescope Steering Col
XBN	Tip Start

Standard Features - LDDE48-CHARGER POLICE RWD	
Code	Description
X88	Tire & Wheel Parts Module
XGM	Tire Pressure Monitoring Display
LDC	Trunk Lamp
UAG	Uconnect 4 with 7" Display
RF7	USB Host Flip
JHA	Var Intermittent Windshield Wipers
CKL	Vinyl Trunk Liner & Cover

EXHIBIT F

**EXTRACT OF MINUTES
RESOLUTION OF GOVERNING BODY**

Recipient: CITY OF KINGSLAND

Loan Number: DW2017016

At a duly called meeting of the governing body of the Borrower identified above (the "Borrower") held on the ____ day of _____, _____, the following resolution was introduced and adopted.

WHEREAS, the Borrower has borrowed **\$1,500,000** from the **GEORGIA ENVIRONMENTAL FINANCE AUTHORITY** (the "Lender"), pursuant to the terms of the Loan Agreement (the "Loan Agreement"), dated **JANUARY 24, 2018**, between the Borrower and the Lender; and

WHEREAS, the Borrower's obligation to repay the loan made pursuant to the Loan Agreement is evidenced by a Promissory Note (the "Note"), dated **NOVEMBER 27, 2017**, of the Borrower; and

WHEREAS, the Borrower and the Lender have determined to amend and modify the Note and the Loan Agreement, pursuant to the terms of a Modification of Promissory Note and Loan Agreement (the "Modification") between the Borrower and the Lender, the form of which has been presented to this meeting;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borrower that the form, terms, and conditions and the execution, delivery, and performance of the Modification are hereby approved and authorized.

BE IT FURTHER RESOLVED by the governing body of the Borrower that the terms of the Modification are in the best interests of the Borrower, and the governing body of the Borrower designates and authorizes the following persons to execute and deliver, and to attest, respectively, the Modification, and any related documents necessary to the consummation of the transactions contemplated by the Modification.

(Signature of Person to Execute Documents)

(Print Title)

(Signature of Person to Attest Documents)

(Print Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect.

Date: _____

Secretary/Clerk

(SEAL)

City Seal

Date

SIGN
HERE

Sign
Here

**DRINKING WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA
ENVIRONMENTAL FINANCE AUTHORITY**

(a public corporation duly created and
existing under the laws of
the State of Georgia)
as Lender

and

CITY OF KINGSLAND

(a public body corporate and politic duly created and existing
under the laws of the State of Georgia)
as Borrower

FOURTH MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT

Loan/Project No. DW2017016

FOURTH MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT

THIS FOURTH MODIFICATION OF PROMISSORY NOTE AND LOAN AGREEMENT (this "**FOURTH Modification**") dated _____, by and between **CITY OF KINGSLAND**, Georgia, a Georgia municipal corporation (the "**Borrower**"), and the **DRINKING WATER FUND, ADMINISTERED BY GEORGIA ENVIRONMENTAL FUND**, a Georgia public corporation (the "**Lender**").

**DO NOT
DATE THIS
PAGE**

Statement of Facts

A. The Lender and the Borrower are parties to that certain Loan Agreement, dated **JANUARY 24, 2018**, as amended prior to the date hereof (as so amended, the "Loan Agreement"; all capitalized terms used in this Fourth Modification but not defined herein have the meanings given in the Loan Agreement), pursuant to which the Lender made a loan to the Borrower in accordance with the terms and conditions thereof. The Borrower's obligation to repay such loan is evidenced by that certain Promissory Note, dated **NOVEMBER 27, 2017**, as amended prior to the date hereof (as so amended, the "Note").

B. The Lender and the Borrower desire to modify the Loan Agreement and Note in certain respects in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the promises, the covenants and agreements contained herein, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Lender and the Borrower further agree as follows:

Statement of Terms

1. Amendments of Note - Subject to the fulfillment of the conditions precedent to the effectiveness of this Fourth Modification that are set forth below, the Note is hereby amended as follows:

Accrued interest on this Note shall be payable monthly on the first day of each calendar month until the first day of the calendar month following the earlier of (1) the Completion Date (as defined in the hereinafter defined Loan Agreement), (2) **OCTOBER 1, 2022**, or (3) the date that the loan evidenced by this Note is fully disbursed (the "**Amortization Commencement Date**"). Principal of and interest on this Note shall be payable in **FIFTY-NINE (59)** consecutive monthly installments equal to the Installment Amount (as hereinafter defined), commencing on the first day of the calendar month following the Amortization Commencement Date, and continuing to be due on the first day of each succeeding calendar month thereafter, together with a final installment equal to the entire remaining unpaid principal balance of and all accrued interest on this Note,

which shall be due and payable on the date that is **5** years from the Amortization Commencement Date (the "**Maturity Date**").

2. Amendments of Loan Agreement - Subject to the fulfillment of the conditions precedent to the effectiveness of this Fourth Modification that are set forth below, the Loan Agreement is hereby amended as follows:

Section 2 (a) of the Loan Agreement is hereby amended and restated to read as follows: "The Lender agrees to advance to the Borrower, on or prior to the earlier of (1) the Completion Date (as hereinafter defined), (2) **OCTOBER 1, 2022**, or (3) the date that the loan evidenced by this Note is fully disbursed, the Loan in a principal amount of up to **\$1,500,000** which Loan may be disbursed in one or more advances but each such disbursement shall reduce the Lender's loan commitment hereunder and any sums advanced hereunder may not be repaid and then re-borrowed."

Exhibit A is amended and restated to read as written in the attached Exhibit A.

3. No Other Waivers or Amendments - Except for the amendments expressly set forth and referred to in Section 1 and 2 above, the Note and the Loan Agreement shall remain unchanged and in full force and effect. Nothing in this Fourth Modification is intended, or shall be construed, to constitute a novation or an accord and satisfaction of any of the obligations created by the Note.

4. Representations and Warranties - To induce the Lender to enter into this Fourth Modification, the Borrower does hereby warrant, represent, and covenant to the Lender that: (a) each representation or warranty of the Borrower set forth in the Loan Agreement is hereby restated and reaffirmed as true and correct on and as of the date hereof as if such representation or warranty were made on and as of the date hereof (except to the extent that any such representation or warranty expressly relates to a prior specific date or period), and no Event of Default has occurred and is continuing as of this date under the Loan Agreement; and (b) the Borrower has the power and is duly authorized to enter into, deliver, and perform this Fourth Modification, and this Fourth Modification is the legal, valid, and binding obligation of the Borrower enforceable against it in accordance with its terms.

5. Conditions Precedent to Effectiveness of this Fourth Modification - The effectiveness of this Fourth Modification is subject to the truth and accuracy in all material respects of the representations and warranties of the Borrower contained in Section 4 above and to the fulfillment of the following additional conditions precedent:

- a. the Lender shall have received one or more counterparts of this Fourth Modification duly executed and delivered by the Borrower; and
- b. the Lender shall have received (1) a signed opinion of counsel to the Borrower, substantially in the form of Exhibit E attached hereto, and (2) a certified copy of the resolution adopted by the Borrower's governing body, substantially in the form of Exhibit F attached hereto.

6. Counterparts - This Fourth Modification may be executed in multiple counterparts, each of which shall be deemed to be an original and all of which when taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Fourth Modification to be duly executed and delivered as of the date specified at the beginning hereof

Approved as to form:

By: 
Borrower's Attorney



Please Note:
*Attester cannot
be one of the
signatures above*

CITY OF KINGSLAND

Signature: _____

Print Name: _____

Title: _____

(SEAL)

Sign here

Attest Signature: _____

Print Name: _____

Title: _____

**DRINKING WATER STATE REVOLVING FUND,
ADMINISTERED BY GEORGIA
ENVIRONMENTAL FINANCE AUTHORITY**

Signature: _____

Kevin Clark
Executive Director

(SEAL)

**EXHIBIT A
PAGE 1 OF 3****DESCRIPTION OF THE PROJECT****SCOPE OF WORK****Recipient: CITY OF KINGSLAND****Loan Number: DW2017016**

This project will replace water meters with an automatic meter reading (AMR) system, install a clearwell at the water treatment plant, demolish an existing public works building and related appurtenances.

EXHIBIT A
PAGE 2 OF 3

DESCRIPTION OF THE PROJECT

PROJECT BUDGET

Recipient: CITY OF KINGSLAND

Loan Number: DW2017016

ITEM	TOTAL	DWSRF
Construction	\$1,300,000	\$1,300,000
Contingency	100,000	100,000
Engineering & Inspection	100,000	100,000
Administrative/Legal	-	-
TOTAL	\$1,500,000	\$1,500,000

*The amounts shown above in each budget item are estimates. Borrower may adjust the amounts within the various budget items without prior Lender approval provided Borrower does not exceed the loan amount contained in Section 1 of the Loan Agreement. In no event shall Lender be liable for any amount exceeding the loan amount contained in Section 1 of the Loan Agreement.

**EXHIBIT A
PAGE 3 OF 3****DESCRIPTION OF THE PROJECT****PROJECT SCHEDULE****Recipient: CITY OF KINGSLAND****Loan Number: DW2017016**

ACTION	DATE
Plans and Specifications submitted to EPD	NOVEMBER 2017
Bid Opening	DECEMBER 2017
Notice to Proceed	JANUARY 2018
Completion of Construction	JUNE 2022

LAW OFFICES
**BROWN, READDICK, BUMGARTNER,
 CARTER, STRICKLAND & WATKINS, LLP**
 5 GLYNN AVENUE
 P. O. Box 220
 BRUNSWICK, GEORGIA 31521-0220

G. TODD CARTER
 RICHARD K. STRICKLAND
 BRADLEY J. WATKINS
 PAUL M. SCOTT
 STEVEN G. BLACKERBY
 ERIC L. BUMGARTNER
 EMILY R. HANCOCK
 SEAN K. SCALLY
 AMANDA L. SZOKOLY

(912) 264-8544
 FAX - (912) 264-9667

OF COUNSEL
 J. THOMAS WHELCHIEL

RETIRED
 RICHARD A. BROWN, JR.
 TERRY L. READDICK
 JOHN E. BUMGARTNER

August 25, 2021

Drinking Water State Revolving Fund, Administered by
 Georgia Environmental Finance Authority
 233 Peachtree St, NE
 Harris Tower, Ste 900
 Atlanta, GA 30303-1506

Ladies and Gentlemen:

A legal opinion from **JAMES R. COPPAGE, ESQ** was delivered to you, dated **DECEMBER 12, 2017** (the "Closing Opinion"), relating to the Contract for Financing Environmental Facilities and for Other Services (the "Loan Agreement"), dated **JANUARY 24, 2018** between **CITY OF KINGSLAND** (the "Borrower") and the **DRINKING WATER STATE REVOLVING FUND, ADMINISTERED BY GEORGIA ENVIRONMENTAL FINANCE AUTHORITY** (the "Lender"), and the Promissory Note (the "Note"), dated **NOVEMBER 27, 2017**, of the Borrower. A legal opinion from **JAMES R. COPPAGE, ESQ** was also delivered to you dated **JULY 23, 2018**, relating to the Modification of Promissory Note and Loan Agreement dated **AUGUST 13, 2018**. A legal opinion from **KINNEY & KINNEY, LLC** was also delivered to you dated **MARCH 4, 2019**, relating to the second modification of Promissory Note and Loan Agreement dated **MARCH 15, 2019**. A legal opinion was also delivered to you dated **OCTOBER 1, 2020**, relating to the third modification of Promissory Note and Loan Agreement dated **OCTOBER 30, 2020**. As counsel for the Borrower, I have examined the original of the Fourth Modification of Promissory Note and Loan Agreement (the "Fourth Modification"), between the Borrower and the Lender, the proceedings taken by the Borrower to authorize the Fourth Modification, the Closing Opinion, and such other documents, records, and proceedings as I have deemed relevant or material to render this opinion. Based upon such examination, I hereby reconfirm as of the date hereof the opinions contained in the Closing Opinion, subject to the modification that all references to the Note and the Loan Agreement (as defined in the Closing Opinion) shall be deemed to include a reference to the Modifications. Nothing has come to my attention, after due investigation, that in any way might question the continuing validity and accuracy of the Closing Opinion, as modified above.

Very truly yours,



Signature

Steven G. Blackerby

Printed Name

08/25/2021

Date

Attachment: GEFA DW2017016 Fourth Modification (3654 : Approval Of: Modification of GEFA DW 2017016 Promissory Note and Loan