CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

MINUTES ● MAY 9, 2022

Regular Meeting	City Council Chamber	6:00 PM

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

I. PUBLIC HEARING - STARTS AT 6:00PM

Mayor Day called the Public Hearing to order at 6:00 PM.

1. Public Hearing for Re-Zoning - Parcel 095 009N -

Chris Amos, acting agent for property owner JE Gross, LLC, has applied for a re-zoning of 9.88 acres of parcel 095 009N located at 150 Keith Dixon Way. The applicant is requesting the parcel be re-zoned to R-3 (Medium & High Density Residential) for the purpose of a Multi-Family Development. Zoning is R-1.

Ms. Marcie Costello, 156 Greenacres Circle North, Kingsland, GA gave her concerns about this re-zoning. She is concerned about the increase in traffic on Maycreek Road. Ms. Costello also said she would like to see the buffers expanded from what is being proposed to help with noise. She also said she'd like to see sidewalks built from the proposed development through the Green Acres subdivision for easier access to Lions Park.

II. CALL TO ORDER AND WELCOME GUESTS

Mayor Day called the regularly scheduled meeting to order to 6:03 PM.

III. ROLL CALL

James W Galloway	Councilman
Farran Fullilove	Councilman
Kristy Chance	Councilwoman
Alex Blount	Mayor Pro Tem
Charles Grayson Day Jr.	Mayor

IV. INVOCATION AND PLEDGE TO THE FLAG

Councilman Blount gave the Invocation and led in the Pledge to the Flag.

V. CONSENT DOCKET

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Farran Fullilove, Councilman
SECONDER:	Kristy Chance, Councilwoman
AYES:	Galloway, Fullilove, Chance, Blount

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

VI. GRANTING AUDIENCE TO THE PUBLIC

No one came forward to speak.

VII. OLD BUSINESS

There was no old business.

VIII. PLANNING AND ZONING

1. Approval of Re-Zoning - Parcel 095 009N -

Chris Amos, acting agent for property owner JE Gross, LLC, has applied for a re-zoning of 9.88 acres of parcel 095 009N located at 150 Keith Dixon Way. The applicant is requesting the parcel be re-zoned to R-3 (Medium & High Density Residential) for the purpose of a Multi-Family Development. Zoning is R-1. *Planning Commission recommends approval.*

Councilman Blount asked Planning Director Scott Kimball if there had been any public comment during the Planning Commission meeting. Mr. Kimball stated that the only comments had been from Ms. Costello.
Councilman Galloway asked Mr. Kimball if this item was for the re-zoning only. Mr. Kimball stated that yes, this was to re-zone the parcel only.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Farran Fullilove, Councilman
SECONDER:	James W Galloway, Councilman
AYES:	Galloway, Fullilove, Chance, Blount

IX. NEW BUSINESS

1. Approval Of: FY2021/22 Mid-Year Budget Revisions -

Finance Director Filiz Morrow gave an update on changes made during the mid-year budget revisions.

Councilman Blount asked about the grants fund in regards to the update on the CDBG-DR from last meeting. Mrs. Morrow stated that money currently due to the General Fund is shown as a receivable to the general fund until payment is received. City Manager Lee Spell said that the dollar amount of the CDBG-DR grant had not changed, it was just delayed payments that were the current issue.

Councilwoman Chance asked about what the process was for salary increases for staff. She stated that she understood the 5% that was included with the current budget, but with current inflation, she feels our pay scales need to be re-evaluated to be competitive.

Councilman Blount asked about having statements prepared for employees that showed a total benefit package. City Manager Lee Spell stated that the city already provides those annually for current employees.

Councilwoman Chance asked about a recent pay study that St. Marys had done. Mayor Day stated that he would hate for us to pay too much into a new study when so much information was available online. Mayor Day also stated the city needs to look at what can be done to retain current employees.

City Manager Lee Spell stated that wage information was available on the Department of Community Affairs website that could be used for comparison. Mayor Day asked that Mr. Spell and Mrs. Morrow review the wage information and compare it to the city's current scale.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Alex Blount, Mayor Pro Tem
SECONDER:	James W Galloway, Councilman
AYES:	Galloway, Fullilove, Chance, Blount

2. Bid Award: Purchase of Digital Budget Book Software for FY 22-23 -

Currently staff prepares the annual budget document by manually inputting data and utilizing various software products; such as, word, excel, visio, and publisher and then merging it into a pdf document. This digital budget book software automates this process by downloading the budget data from the financial software and automatically populating the data along with charts, tables, statistical data, etc. The software meets GFOA's best practice guidelines and includes a checklist for the Distinguished Budget Award requirements. The end result will provide an online document that is published on our website that is also printable. The budget book serves as a policy document, financial plan, operations guide, and communication tool.

This software is for the next budget cycle but the set-up will occur in August/September with funds disbursed in FY 22-23. Staff recommends low bid, ClearGov, for a one-time set up fee of $1,200 and annual recurring cost of $4,950 subject to 3% annual increases.

Finance Director Filiz Morrow stated that they currently use multiple software programs for the budget document preparation and that the amount of date currently used is causing issues. She stated that this software would eliminate these issues. Mrs. Morrow stated that these fees would not be due until the next budget year and that the referrals she had spoken with about this software were good. Councilman Blount asked if this was a multi-year contract. Mrs. Morrow stated that it was a yearly contract.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Farran Fullilove, Councilman
SECONDER:	James W Galloway, Councilman
AYES:	Galloway, Fullilove, Chance, Blount

3. Bid Award: Equipment for New Ladder Truck -

Quotes were received on various equipment needed for new ladder truck. Staff recommends purchasing equipment from companies providing the lowest price as itemized on the quote sheet. This equates to $37,740.33 from Ten-8 Fire & Safety, $6,425 from Municipal Emergency Services, and $1,822 from Municipal Equipment for a total of $45,987.33.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James W Galloway, Councilman
SECONDER:	Farran Fullilove, Councilman
AYES:	Galloway, Fullilove, Chance, Blount

4. Approval Of: Contract with the Coastal Regional Commission to Provide Services for the 2023 Comprehensive Plan -

Staff recommends approval.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Farran Fullilove, Councilman
SECONDER:	Kristy Chance, Councilwoman
AYES:	Galloway, Fullilove, Chance, Blount

X. MAYOR AND COUNCIL ANNOUNCEMENT

Councilman Galloway challenged all department heads to be ready for changes with the next budget preparation and to see what we can come up with in regards to wage changes for employees.

XI. ADJOURNED

Councilman Blount made a motion to adjourn the meeting.
Councilman Fullilove seconded the motion.
The motion passed unanimously.

The meeting adjourned at 6:27 PM.