



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • JULY 22, 2024

Regular Meeting

City Council Chamber

6:00 PM

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

I. PUBLIC HEARING - STARTS AT 6:00PM

1. Public Hearing for the Purpose of Considering an Alcohol License for Laura Ann Rabb with Daily Bread Food Marts, LLC -

Laura Ann Rabb with Daily Bread Food Marts, LLC., is applying for the sale of packaged beer/wine for the Exit 7 Travel Shop located at 1870 Harrietts Bluff Road.

II. CALL TO ORDER AND WELCOME GUESTS

III. ROLL CALL

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

Mayor
Councilman
Councilman
Councilwoman
Mayor Pro Tem

IV. INVOCATION AND PLEDGE TO THE FLAG

V. 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

VI. GRANTING AUDIENCE TO THE PUBLIC

VII. OLD BUSINESS

VIII. PLANNING AND ZONING

1. Approval of: ROW Acceptance - Ryan's Cove Phase 3 -

Ronald Sawyer with Live Oak Coastal Homes, LLC has submitted a Quit-Claim Deed requesting the City of Kingsland to accept a 50' ROW with all infrastructure within Ryan's Cove Phase 3 that includes Ryan Nicholas Drive. An inspection of the infrastructure was completed by the Planning Department and Public Works in May 2024 and no issues were found.

Planning Commission recommends approval.

2. Approval of: Final Plat - Brookshire Green -

Ronald H. Sawyer, II has submitted a final plat application for Brookshire Green consisting of 64 single family lots on approximately 18.98 acres. The preliminary plat and PD was approved by the City Council on July 10, 2023. Zoning is PD/R-2.

Planning Commission recommends approval.

3. Approval of: Preliminary Plat - Lake Juniper Phase 6 -

Roger Bennett, acting agent for Soncel, Inc. has submitted a preliminary plat application for Lake Juniper Phase 6 consisting of 29 single family lots on approximately 13.79 acres. The developer will follow the existing PD. Zoning is PD/R-1.

Planning Commission recommends approval.

4. Approval of: Preliminary Plat and PD Approval - The Villas at Camden Woods - Phase II -

Roger Bennett, acting agent for Sawyer and Associates has submitted a preliminary plat application and PD for The Villas at Camden Woods Phase II consisting of 240 single family lots on approximately 81.89 acres. The developer submitted a PD that has been reviewed and approved by the Planning and Building Department. Zoning is PD/MU (Planned Development Mixed Use).

Planning Commission recommends approval.

5. Approval of: Final Plat and PD Amendment - Fairways Edge Phase 2 -

Jonathan McDill, acting agent for Laurel Island Holdings, LLC and Saw Dawg, LLC has requested an amendment to the original PD for Fairways Edge Subdivision. The amendment will allow for 50' and 60' lots in Fairways Edge Phase 2 only and will allow for Phase 2 to have its own separate Home Owners Association. A final plat for Phase 2 has also been submitted for approval, consisting of 144 single family lots on approximately 48.61 acres. The preliminary plat was approved by the City Council on April 9, 2024. Zoning is PD/R-1.

Planning Commission recommends approval.

6. Approval of: Re-Zoning - 214 West King Avenue - Map & Parcel K15 09 001 -

Rebecca & Justin Shannon have applied for a re-zoning of parcel K15 09 001 containing approximately 1.39 acres located at 214 West King Avenue. The applicant is requesting the parcel be re-zoned to C-1 (Central Business District) for the purpose of a mixed use project. Current zoning is C-2 (General Commercial).

Planning Commission recommends approval.

IX. NEW BUSINESS

1. Approval of: Alcohol License for Laura Ann Rabb with Daily Bread Food Marts, LLC -

Laura Ann Rabb with Daily Bread Food Marts, LLC., is apply for an alcohol license for the sale of packaged beer/wine for the Exit 7 Travel Shop located at 1870 Harrietts Bluff Road.

2. Approval and Acceptance of: Georgia Environmental Finance Authority (GEFA) Lead Service Line Replacement Program Grant -

Approval of a GEFA Lead Service Line Replacement Program Grant #DWLSL2023033 in the amount of \$300,000.00. The funding will be used to conduct an inventory to identify existing lead service lines in its drinking water system through investigation activities, such as employee interviews, acquisition of tax records or engineering site plans, predictive and statistical modeling, field investigations, and/or potholing.

Staff recommends approval.

3. Approval of: MainPoint Employee Wellness Clinic MOU FY 2024-2025 -

A Memorandum of Understanding (MOU) establishing a cooperative partnership between the Camden County Board of Commissioners and the City of Kingsland, Georgia for providing onsite clinical medical services by Camden County to employees of the City of Kingsland. The city's pro-rata funding remains at 12% of the \$621,221 FY 24-25 budget, an increase of \$386 per month.

Staff recommends approval.

4. Approval of: Declaration of Surplus Vehicles to be Auctioned -

1996 E-One Truck - The engine on this truck is an International/Detroit 40 Series 2 stroke that is 28 years old. The head of the block is blown and parts are not easily obtainable. The truck still runs and functions but is leaking oil from the engine block.

1989 Simon Duplex Ladder Truck - The engine on this 35 year old truck is blown and parts are not obtainable.

Staff recommends approval.

5. Approval of: Naoxone Policy -

The City of Kingsland recognizes the continuing rise in prescription abuse and subsequent rise in heroin use has resulted in an increase in opioid overdoses. With this program, city personnel located in select public buildings will have access to nasal naloxone rescue kit. Naloxone is an opioid receptor blocker which, when administered quickly, will temporarily reverse the overdose. This initiative involves deployment of naloxone rescue kits to all City buildings where AED devices are located in compliance with Senate Bill 389.

6. Bid Award: 2024 LMIG Supplemental Asphalt Resurfacing -

Scope of project includes resurfacing the following roads: Henrietta, Woodbridge, Norwood, Jacobs, Island, East Lily, South Satilla. Funding is from the supplemental 2024 Local Maintenance & Improvement Grant received in the amount of \$317,095.81 and \$85,226.19 from SPLOST funds.

Staff recommends low bidder, East Coast Asphalt, LLC, for a total of \$402,322

7. Approval Of: Engineering Services for Al Gay Rd & Middle School Rd -

Scope of services includes civil engineering services for design and project management for the surfacing of unimproved portions of Al Gay Road and Middle School Road.

Staff recommends low bidder, Roberts Civil Engineering, for \$48,200.

8. Approval Of: Engineering Services for Lakes Blvd East -

Scope of services includes civil engineering services for design and project management for the surfacing of undeveloped portion of Lakes Blvd East.

Staff recommends low bidder, Roberts Civil Engineering, for \$86,800 + \$1,800 (for wetland, if needed).

X. MAYOR AND COUNCIL ANNOUNCEMENT

XI. ADJOURNED



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: City Clerk
Category: Public Hearing
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:

AGENDA ITEM (ID # 4509)

DOC ID: 4509

Public Hearing for the Purpose of Considering an Alcohol License for Laura Ann Rabb with Daily Bread Food Marts, LLC

Laura Ann Rabb with Daily Bread Food Marts, LLC., is applying for the sale of packaged beer/wine for the Exit 7 Travel Shop located at 1870 Harrietts Bluff Road.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4498)

DOC ID: 4498

Approval of: ROW Acceptance - Ryan's Cove Phase 3

Ronald Sawyer with Live Oak Coastal Homes, LLC has submitted a Quit-Claim Deed requesting the City of Kingsland to accept a 50' ROW with all infrastructure within Ryan's Cove Phase 3 that includes Ryan Nicholas Drive. An inspection of the infrastructure was completed by the Planning Department and Public Works in May 2024 and no issues were found.

Planning Commission recommends approval.



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: July 1, 2024

City Council Meeting Date: July 15, 2024

Agenda Item: ROW Acceptance

Summary:

Ronald Sawyer with Live Oak Coastal Homes, LLC and has submitted a Quit- Claim Deed requesting the City of Kingsland to accept a 50' ROW with all infrastructure within Ryans Cove Phase 3 that includes Ryan Nicholas Drive. An inspection of the infrastructure was completed by the Planning Dept. and Public Works in May of 2024 and no issues were found. The submitted Quit Claim Deed is attached to this report.

Zoning: PD/R-2

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends approval

Scott L. Kimball

Planning Director

Attachment: July 2024-ROW Acceptance-Ryans Cove Phase 3 (4498 : Approval of: ROW Acceptance - Ryan's Cove Phase 3)

Please return to:
Kinney & Hendrix, LLC
Attorneys at Law
P. O. Box 7050
St. Marys, GA 31558
File 24-49168

STATE OF GEORGIA

COUNTY OF CAMDEN

QUIT-CLAIM DEED

THIS INDENTURE, made this 25th day of JUNE, 2024,
 between, and **Live Oak Coastal Homes, LLC**, a Georgia limited liability
 company, of the first part, and the **City of Kingsland**, a municipal corporation
 of the State of Georgia, of the second part.

WITNESSETH: That the said party of the first part, for and in
 consideration of the sum of \$10.00 and other valuable considerations in hand
 paid, the receipt whereof is acknowledged, has bargained, sold, and by these
 presents does remise, convey and forever QUIT CLAIM to the said party of the
 second part, its successors and assigns, all that lot, tract, or parcel of land
 lying and being in the City of Kingsland, 1606th G. M. District, Camden
 County, Georgia, more particularly described as follows:

All of Ryan Nicholas Drive (a 50-foot right-of-way) as more fully
 and accurately shown and described on that certain plat of survey
 of Ryans Cove Phase 3 Subdivision, prepared by Ernest R. Bennett,

49168

Attachment: July 2024-ROW Acceptance-Ryans Cove Phase 3 (4498 : Approval of: ROW Acceptance - Ryan's Cove Phase 3)

Jr., Georgia Registered Land Surveyor No. 2893, dated June 13, 2024, recorded in Plat Book 2024, page 102, Camden County, Georgia, records.

Together with all utility and drainage easement rights dedicated on the aforementioned subdivision plat of Ryans Cove Phase 3 Subdivision.

TO HAVE AND TO HOLD the said bargained premises to the said party of the second part, so that neither the said party of the first part nor its successors and assigns, nor any other person or persons claiming under it shall at any time by any means or ways, have, claim or demand any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, the said party of the first part has hereunto set the hands and seals of the respective officers, the day and year above written.

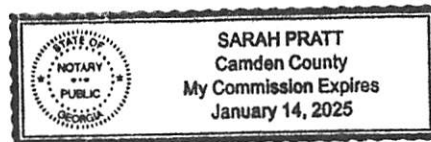
Live Oak Coastal Homes, LLC, a Georgia limited liability company

By: Ronald H. Sawyer (SEAL)
 Ronald H. Sawyer, Its Attorney-in-Fact
 pursuant to power of attorney dated October
 5, 2015, recorded in Deed Book 1781, page
 729, Camden County, Georgia, records.

Signed, sealed, and delivered
 in the presence of:

[Signature]
 Witness

[Signature]
 Notary Public



49168

Attachment: July 2024-ROW Acceptance-Ryans Cove Phase 3 (4498 : Approval of: ROW Acceptance - Ryan's Cove Phase 3)

RESOLUTION ACCEPTING PROPERTY

WHEREAS, the City of Kingsland has previously approved the subdivision plat of Ryans Cove, Phase 3 Subdivision, as more fully and accurately shown and described on that certain plat of survey of same by Ernest R. Bennett, Jr., Georgia Registered Land Surveyor No. 2893, dated June 13, 2024, recorded in Plat Book 2024 Page 102, Camden County, Georgia, records.

WHEREAS, all streets and other improvements required under ordinances of the City of Kingsland have been completed and accepted by the City of Kingsland; and

WHEREAS, Live Oak Coastal Homes, LLC, has tendered to the City of Kingsland a deed conveying the following property:

All of Ryan Nicholas Drive (a 50-foot right-of-way) as more fully and accurately shown and described on that certain plat of survey of Ryans Cove Phase 3 Subdivision, prepared by Ernest R. Bennett, Jr., Georgia Registered Land Surveyor No. 2893, dated June 13, 2024, recorded in Plat Book 2024, page 102, Camden County, Georgia, records.

Together with all utility and drainage easement rights dedicated on the aforementioned subdivision plat of Ryans Cove Phase 3 subdivision.

which deed is acceptable to the City of Kingsland;

NOW, THEREFORE BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KINGSLAND, GEORGIA, that the deed from Live Oak Coastal Homes, LLC, to the City of Kingsland, Georgia, conveying the aforesaid streets and easements within the subdivision, dated July 15, 2024, is hereby accepted by the City of Kingsland.

THIS 15th day of July, 2024.

CITY OF KINGSLAND, GEORGIA

By: _____(SEAL)
Its Mayor

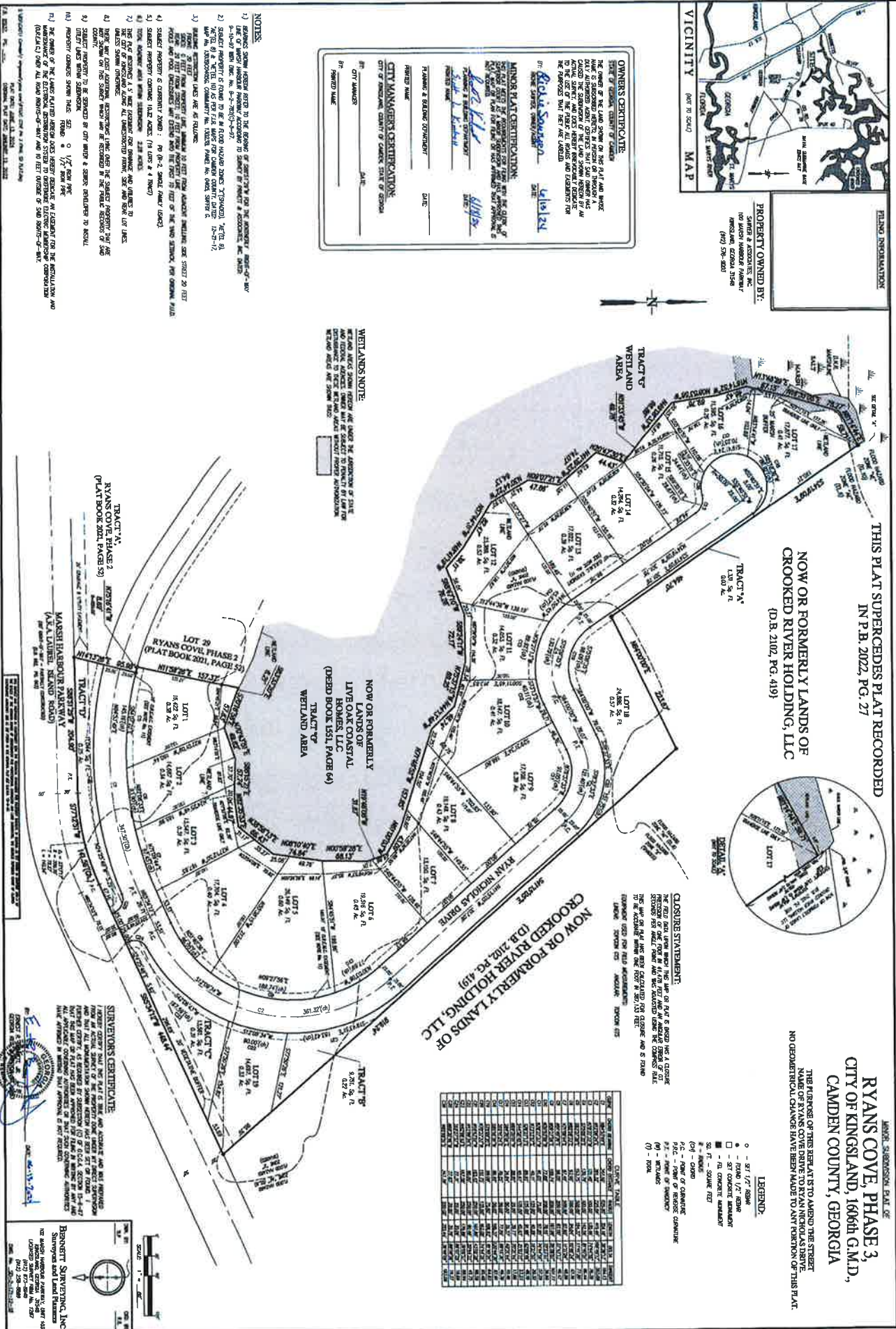
Attest: _____(SEAL)
Its Clerk

CLERK'S CERTIFICATE

I, Jo Seigler, the duly appointed, qualified and acting Clerk of the City of Kingsland, Georgia, do hereby certify that the attached resolution was duly adopted by the Mayor and Council of the City of Kingsland, Georgia, at its regular meeting held on July 15, 2024, and I do further certify that the copy of the resolution is a true and correct copy of said resolution adopted at said meeting and on file and of record.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said City this _____ day of _____, 2024.

Jo Seigler



Kingsland Zoning Map

Zoning 2024

ZONING

- | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----|-------------|--------------|-----|-----|------|--------|------------|-----|-----|------------|----|----|--------|--------|-------|--------|--------|--------|-----|-----|-----|-----|-----|-----|-----|
| C-1 | C-1 Overlay | C-1A Overlay | C-2 | C-4 | C-ED | C-PLMU | FT- Forest | I-G | I-L | LI Overlay | MU | PD | PD/C-2 | PD/C-4 | PD/MU | PD/R-1 | PD/R-2 | PD/R-3 | R-1 | R-2 | R-3 | R-4 | R-5 | R-6 | R-7 |
| | | | | | | | | | | | | | | | | | | | | | | | | | |

Ryan Nicholas Dr

Crane Turtle C



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4499)

DOC ID: 4499

Approval of: Final Plat - Brookshire Green

Ronald H. Sawyer, II has submitted a final plat application for Brookshire Green consisting of 64 single family lots on approximately 18.98 acres. The preliminary plat and PD was approved by the City Council on July 10, 2023. Zoning is PD/R-2.

Planning Commission recommends approval.



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: July 1, 2024

City Council Meeting Date: July 15, 2024

Agenda Item: Final Plat

Summary: Ronald H. Sawyer II has submitted a final plat application for Brookshire Green consisting of 64 single family lots on approx. 18.98 acres. The preliminary plat and PD was approved by the City Council on July 10, 2023.

Zoning: PD/R-2

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

Attachment: July 2024-Final Plat-Brookshire Green (4499 : Approval of: Final Plat - Brookshire Green)

APPLICATION FOR FINAL SUBDIVISION PLAT—KINGSLAND, GA

APPLICANT: Read **Part A** completely, then answer each item in **Part B**. Please print or type. Do not write in **Part C**. The Planning Department will help you, if necessary. Failure to supply complete information will result in plat disapproval. You must file this application and all required materials with the Planning Department at least 26 days before the Planning Commission meeting at which it will be considered.



Part A—General Information

You are encouraged to read articles XII through XIV of the Kingsland Zoning and Land Development Ordinance. These articles describe the standards each subdivision must meet and explain the procedures the City will follow to review your proposed plat. The sketch below shows these steps for a typical plat. See Section 122 for filing fees and Section 129 for exceptions.

Application, fee, and required materials filed with Planning Department

Planning Commission Reviews Preliminary Plat (recommends action)

City Council Reviews Preliminary Plat (approves/disapproves)

Planning Commission Reviews Final Plat (recommends action)

City Council Reviews Final Plat (approves/disapproves)

Mayor/Commission Chairman Sign Approved Final Plat

Superior Court Clerk Records Approved Final Plat

You should be aware of these important requirements:

- No work may begin on the proposed subdivision (with the exception of clearing underbrush for surveying or engineering purposes) until the preliminary plat has been approved and any required permits obtained.
- No lots shall be sold until the final plat has been approved.
- The final plat shall be approved only after all applicable requirements of the subdivision regulations and other regulations have been met.

Part B — Applicant Only

1. Your Name: BENNETT SURVEYING, INC Phone: 673-8940
Address: 102 MARSH HARBOR PKWY, UNIT 103 KINGSLAND
2. Owner, if not same:
Name: RONALD H SAWYER, II
Address: 134 BRYCE RYAN CIR. KINGSLAND, GA.
3. What is your interest if you are not the owner?
AGENT
4. Name of proposed subdivision: BROOKSHIRE GREEN
5. Location of subdivision: Neighborhood: BROOKSHIRE
Street: EAGLE BLVD
Parcel Number: 170 008V Lot Number: _____
6. Present zoning: PD R-2
7. Number of proposed lots: 64 LOTS 4 TRACTS
8. Area of proposed subdivision: 18.98 ACRES
9. Please attach the following items to this application. This application will NOT be considered complete and cannot be processed until you have done so.
 - ☒ - Final Plat (Original and 9 copies)
 - ☒ - Vicinity Map
 - ☐ - Proof of ownership
10. Signed: E. R. B. Date: 05-04-2024

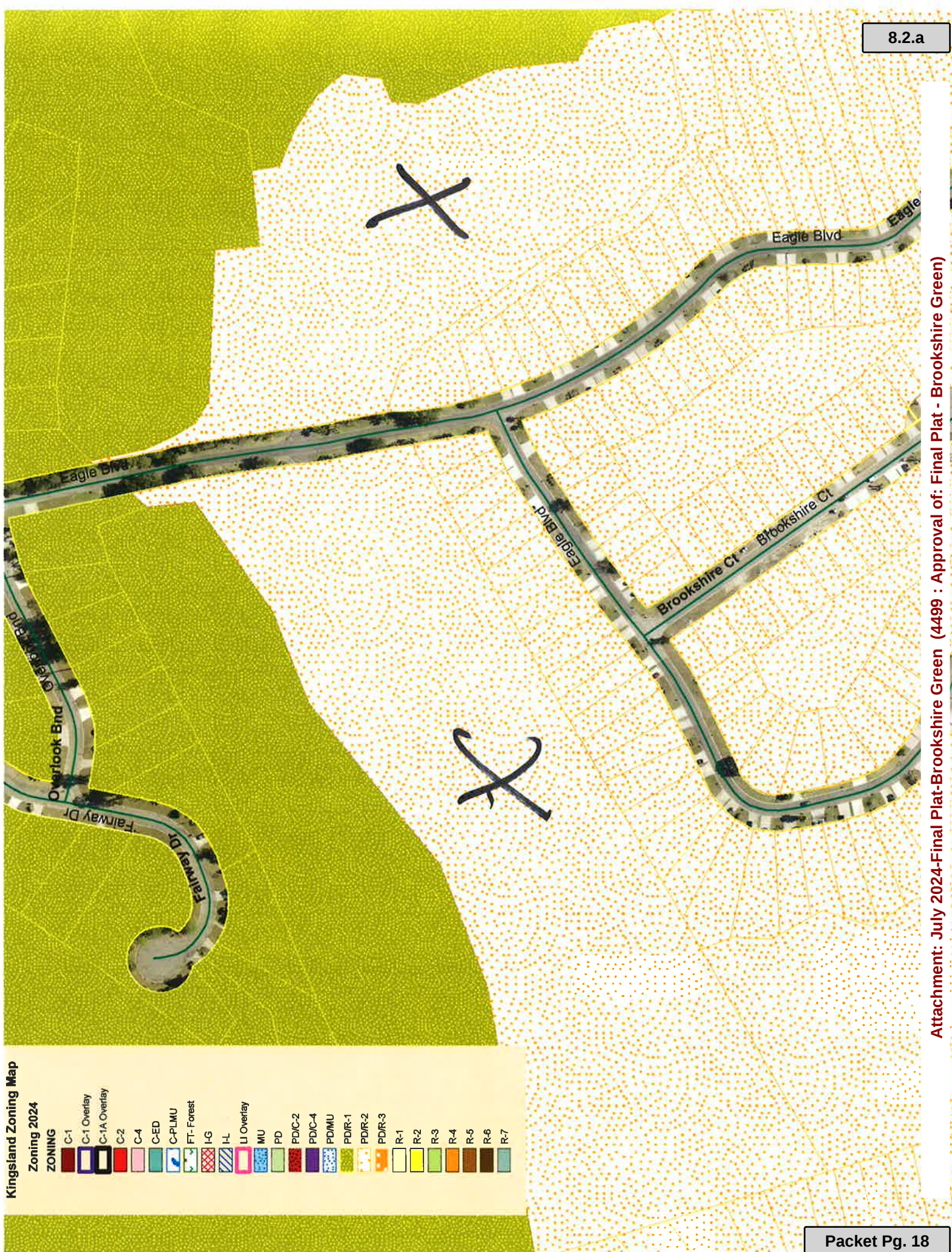
Part C - Planning Official Only

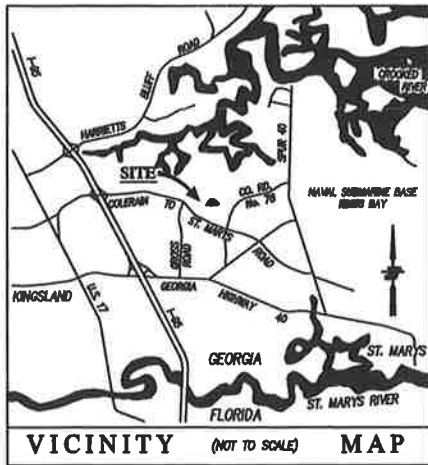
1. Date application was filed: 6/7/24
 2. Was this at least 26 days before the Planning Commission meeting at which it will be reviewed? () Yes ☒ No
 3. Checked by: Scott & James
 4. Are Final Plat and application complete? ☒ Yes () No
 5. Correct fee paid? ☒ Yes () No () Not applicable
 6. Date final plat reviewed by Planning Commission: 7/1/24
() Approved () Disapproved
- Conditions of approval or reasons for disapproval: _____

Attachment: July 2024-Final Plat-Brookshire Green (4499 : Approval of: Final Plat - Brookshire Green)

Zoning 2024

ZONING	
C-1	
C-1 Overlay	
C-1A Overlay	
C-2	
C-4	
CED	
C-PLMU	
FT- Forest	
IG	
HL	
LI Overlay	
MU	
PD	
PDIC-2	
PDIC-4	
PDMU	
PDIR-1	
PDIR-2	
PDIR-3	
R-1	
R-2	
R-3	
R-4	
R-5	
R-6	
R-7	





FILING INFORMATION

CAMDEN COUNTY TAX PARCEL 120 008V

PROPERTY OWNED BY:

RONALD HUGH SAWYER, II
134 BRYCE RYAN CIRCLE
KINGSLAND, GEORGIA 31548
(D.B. 2238, PG. 490)
(912)-266-0003

FINAL SUBMISSION PLAT OF
BROOKSHIRE GREEN,
CITY OF KINGSLAND, 29th & 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA

SHEET 1 OF 3

BOUNDARY LINE TABLE		
LINE	LENGTH	BEARING
L1	48.48	N74°38'22"W
L2	48.48	S84°30'17"E
L3	23.42	S84°30'17"E
L4	78.31	S90°00'00"E
L5	104.58	S78°00'00"E
L6	47.81	S85°00'00"E
L7	50.97	S84°28'48"E
L8	38.10	S89°20'38"E
L9	38.48	S40°28'00"W
L10	82.85	N77°28'47"W
L11	121.52	S83°15'42"E
L12	78.88	S13°27'20"E
L13	86.49	S80°00'00"E
L14	24.44	S89°53'32"W
L15	37.30	S40°28'00"W
L16	32.19	S90°00'00"E
L17	16.22	S83°12'40"E
L18	86.28	S81°12'13"W
L19	28.89	S85°24'38"W
L20	63.07	S82°22'27"W
L21	86.81	S81°18'04"W
L22	147.33	S80°00'00"E
L23	147.33	N87°00'00"E
L24	85.02	N80°54'17"W
L25	333.72	N83°02'00"E
L26	48.00	N43°00'00"W
L27	83.78	N26°32'18"W
L28	85.88	S87°18'42"W

NOTES:

- BEARINGS SHOWN HEREON REFER TO THE BEARING OF N18°00'00"W FOR THE WESTERLY RIGHT-OF-WAY LINE OF EAGLE BOULEVARD ACCORDING TO SURVEY BY PRIVETT & ASSOCIATES, P.D. 11, PG. 34, ACCORDING TO PUBLIC RECORDS OF SCD COUNTY.
- SUBJECT PROPERTY IS FOUND TO BE IN FLOOD HAZARD ZONES "X"(SHADED), "X"(UNSHADED) & "X"(EL. 8) AS PER F.I.R. MAPS FOR CAMDEN COUNTY, DATED: 12-21-17, MAP No. 13039C0405G, COMMUNITY No. 130238, PANEL No. 0405, SUFFIX G.
- BUILDING RESTRICTION LINES ARE AS FOLLOWS:
FRONT: 20 FEET
SIDES: 5 FEET (SIDE STREET 10 FEET)
REAR: 10 FEET
POOLS AND POOL ENCLOSURES MAY EXTEND INTO THE FIRST 10 FEET OF THE YARD SETBACK, PER ORIGINAL P.U.D.
- SUBJECT PROPERTY IS CURRENTLY ZONED: PD (R-2, SINGLE FAMILY USAGE).
- SUBJECT PROPERTY CONTAINS 18.88 ACRES, (84 LOTS & 4 TRACTS)
- TOTAL ROADWAY AREA WITHIN SUBDIVISION: 2.94 ACRES.
- THIS PLAT RESERVES A 5' WIDE EASEMENT FOR DRAINAGE AND UTILITIES TO THE CITY OF KINGSLAND ALONG ALL UNRESTRICTED FRONT, SIDE AND REAR LOT LINES, UNLESS SHOWN OTHERWISE.
- THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN ON THIS SURVEY WHICH MAY BE RECORDED IN THE PUBLIC RECORDS OF SCD COUNTY.
- SUBJECT PROPERTY TO BE SERVICED BY CITY WATER & SEWER; DEVELOPER TO INSTALL UTILITY LINES WITHIN SUBDIVISION.
- PROPERTY CORNERS SHOWN THUS: SET: ○ 1/2" IRON PIPE
FOUND: ● 1/2" IRON PIPE
- THE OWNER OF THE LANDS PLATTED HEREON DOES HEREBY DEDICATE AN EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF THE ELECTRICAL DISTRIBUTION SYSTEM TO OKFEMONE ELECTRIC MEMBERSHIP CORPORATION (O.E.M.C.) OVER ALL RIGHT-OF-WAY AND 10 FEET OUTSIDE OF SCD RIGHT-OF-WAY.

CERTIFICATION OF APPROVAL BY THE COUNCIL:

I HEREBY CERTIFY THAT THE OWNER, OR HIS AGENT, HAS COMPLETED THE CONSTRUCTION AND INSTALLATION OF THE STREETS, DRAINAGE, UTILITIES AND OTHER IMPROVEMENTS IN ACCORDANCE WITH THE LAWS AND SPECIFICATIONS OF THE CITY OF KINGSLAND, GEORGIA, OR HAS POSTED A PERFORMANCE BOND IN LIEU THEREOF.

BY: _____ DATE: _____
MAYOR

CERTIFICATION OF FINAL APPROVAL BY THE COMMISSION:

I CERTIFY THAT ALL REQUIREMENTS FOR FINAL APPROVAL OF THIS PLAT HAVE BEEN FULFILLED IN ACCORDANCE WITH THE ORDINANCES OF THE CITY OF KINGSLAND, GEORGIA, AND THE REQUIREMENTS OF THE KINGSLAND PLANNING COMMISSION.

BY: _____ DATE: _____
CHAIRMAN OF PLANNING COMMISSION

OWNER'S CERTIFICATE:

STATE OF GEORGIA, COUNTY OF CAMDEN

SUBSCRIBED HERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, CERTIFIES THAT SAID OWNER HAS CAUSED THE SUBMISSION OF THE LAND SHOWN HEREON BY AN ACTUAL SURVEY, AND DOES HEREBY IRREVOCABLY DEDICATE TO THE USE OF THE PUBLIC ALL ROADS AND EASEMENTS FOR THE PURPOSES THAT THEY ARE LABELED.

BY: _____ DATE: _____
RONALD SAWYER II, OWNER

LEGEND:

- - SET 1/2" IRON PIPE
- - FOUND 1/2" IRON PIPE
- - FOUND CONCRETE MONUMENT
- SQ. FT. - SQUARE FEET
- R - RADIUS
- (CH) - CHORD
- P.C. - POINT OF CURVATURE
- P.R.C. - POINT OF REVERSE CURVATURE
- P.T. - POINT OF TANGENCY
- (M) - METLANDS
- (T) - TOTAL

WETLANDS NOTE:

WETLAND AREAS SHOWN HEREON ARE UNDER THE JURISDICTION OF STATE AND FEDERAL AGENCIES. OWNER MAY BE SUBJECT TO PENALTY BY LAW FOR DISTURBANCE TO THESE WETLAND AREAS WITHOUT PROPER AUTHORIZATION. WETLAND AREAS ARE SHOWN THUS: [Symbol]

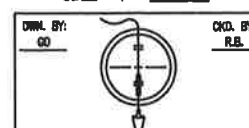
SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND ACCURATE AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY DONE UNDER MY DIRECT SUPERVISION AND THAT ALL MONUMENTATION SHOWN HEREON HAS BEEN SET OR FOUND. I FURTHER CERTIFY, AS REQUIRED BY SUBSECTION (C) OF O.C.G.A. SECTION 15-6-67 THAT THIS MAP OR PLAT HAS BEEN APPROVED FOR FILING IN WRITING BY ANY AND ALL APPLICABLE GOVERNING AUTHORITIES OR THAT SUCH GOVERNING AUTHORITIES HAVE AFFIRMED IN WRITING THAT APPROVAL IS NOT REQUIRED.

BY: _____ DATE: _____
ERNEST R. BENNETT, JR.
GEORGIA REG. SURVEYOR No. 2863

WETLAND JURISDICTIONAL LINE TABLE		
LINE	BEARING	LENGTH
L1	N77°30'17"W	81.47'
L2	N77°30'17"W	84.64'
L3	N88°17'32"E	158.15'
L4	N88°17'32"E	89.81'
L5	N88°17'32"E	84.27'
L6	N88°17'32"E	103.14'
L7	N88°17'32"E	88.27'
L8	N88°17'32"E	17.88'
L9	N88°17'32"E	65.82'
L10	N88°17'32"E	35.88'
L11	N88°17'32"E	84.87'
L12	N88°17'32"E	8.71'
L13	S83°12'10"W	21.88'
L14	S83°12'10"W	80.64'
L15	S83°12'10"W	61.07'
L16	N45°24'08"W	49.62'

SHEET 1 OF 3



BENNETT SURVEYING, INC.
Surveyors and Land Planners

102 MARSH HARBOR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FROM No. 1287
(912) 673-8040
(912) 258-6000
DWG. No. 20-2-280(1)-04-23

FILING INFORMATION

FINAL SUBDIVISION PLAT OF
BROOKSHIRE GREEN,
CITY OF KINGSLAND, 29th AND 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA
SHEET 2 OF 3



BROOKSHIRE SUBDIVISION
(P.D. 11, MAP No. 54,)

NOW OR FORMERLY LANDS OF
VCREATEZ
(D.B. 22313, PG. 553)
FAIRWAY NO. 8

NOW OR FORMERLY LANDS OF
VCREATEZ
(D.B. 22313, PG. 553)
FAIRWAY NO. 9

POND

BROOKSHIRE GREEN COURT (50' R/W)

SEE SHEET 1 OF 2
MATCHLINE

BROOKSHIRE RETREAT PHASE 1
(P.D. 16, MAP No. 57-60)

BROOKSHIRE RETREAT PHASE 2
(P.D. 19, MAP No. 59-61)

SEE SHEET 1 FOR GENERAL NOTES
AND CERTIFICATIONS

WETLAND
JURISDICTIONAL
AREA

NOT FOR RECORD
FOR LANDS OF
RAYLANN CO. INC.
(362) 362-5353

SHEET 1 OF 2



SHEET 2 OF 3

OWN. BY: G.D.	CKD. BY: R.B.
------------------	------------------

BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FIRM No. 1287
(912) 673-8840
(912) 208-8888
DWG. No. SD-2-2023(A)-04-23

Attachment: July 2024-Final Plat Map-Brookshire Green (4499 : Approval of: Final Plat - Brookshire Green)

SHEET 3 OF 3

**NOW OR FORMERLY LANDS OF
VCREATEZ
(D.B. 22313, PG. 553)**

**LAUREL ISLAND LINKS GOLF COURSE
FAIRWAY NO.8
NOW OR FORMERLY LANDS OF
THE CITY OF KINGSLAND
(D.B. 609, PG. 80-99)**

RESTRICTIVE COVENANT AREA
(D.B. 584, Pg. 140)

RESTRICTIVE COVENANT AREA
(D.B. 584, Pg. 140)

SHEET 3 OF 3

OWN. BY: CKD. BY:
G.D. R.B.



BENNETT SURVEYING, INC.
Surveyors and Land Planners

102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FIRM No. 1267
(912) 673-8840
(912) 258-9890
DWG. No. 50-2-282(A)-04-23

**SEE SHEET 1 FOR GENERAL NOTES
AND CERTIFICATIONS**

SHEET 2 OF 2



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4500)

DOC ID: 4500

Approval of: Preliminary Plat - Lake Juniper Phase 6

Roger Bennett, acting agent for Soncel, Inc. has submitted a preliminary plat application for Lake Juniper Phase 6 consisting of 29 single family lots on approximately 13.79 acres. The developer will follow the existing PD. Zoning is PD/R-1.

Planning Commission recommends approval.



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

Planning and Community Development
Staff Report

Planning Commission Meeting Date: July 1, 2024

City Council Meeting Date: July 15, 2024

Agenda Item: Preliminary Plat

Summary: Roger Bennett, acting agent for Soncel, Inc. has submitted a preliminary plat application for Lake Juniper Phase 6 consisting of 29 single family lots on approx. 13.79 acres. The developer will follow the existing PD.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

Attachment: July 2024-Preliminary Plat-Lake Juniper Phase 6 (4500 : Approval of: Preliminary Plat - Lake Juniper Phase 6)

July 2024

240076

8.3.a

APPLICATION FOR PRELIMINARY SUBDIVISION PLAT—KINGSLAND, GA

APPLICANT: Read **Part A** completely, then answer each item in **Part B**. Please print or type. Do not write in **Part C**. The Planning Department will help you, if necessary. Failure to supply complete information will result in plat disapproval. You must file this application and all required materials with the Planning Department at least 26 days before the Planning Commission meeting at which it will be considered.



Part A—General Information

You are encouraged to read articles XII through XIV of the Kingsland Zoning and Land Development Ordinance. These articles describe the standards each subdivision must meet and explain the procedures the City will follow to review your proposed plat. The sketch below shows these steps for a typical plat. See Section 122 for filing fees and Section 129 for exceptions.

Application, fee, and required materials filed with Planning Department

Planning Commission Reviews Preliminary Plat (recommends action)

City Council Reviews Preliminary Plat (approves/disapproves)

Planning Commission Reviews Final Plat (recommends action)

City Council Reviews Final Plat (approves/disapproves)

Mayor/Commission Chairman Sign Approved Final Plat

Superior Court Clerk Records Approved Final Plat

You should be aware of these important requirements:

- No work may begin on the proposed subdivision (with the exception of clearing underbrush for surveying or engineering purposes) until the preliminary plat has been approved and any required permits obtained.
- No lots shall be sold until the final plat has been approved.
- The final plat shall be approved only after all applicable requirements of the subdivision regulations and other regulations have been met.

Part B — Applicant Only

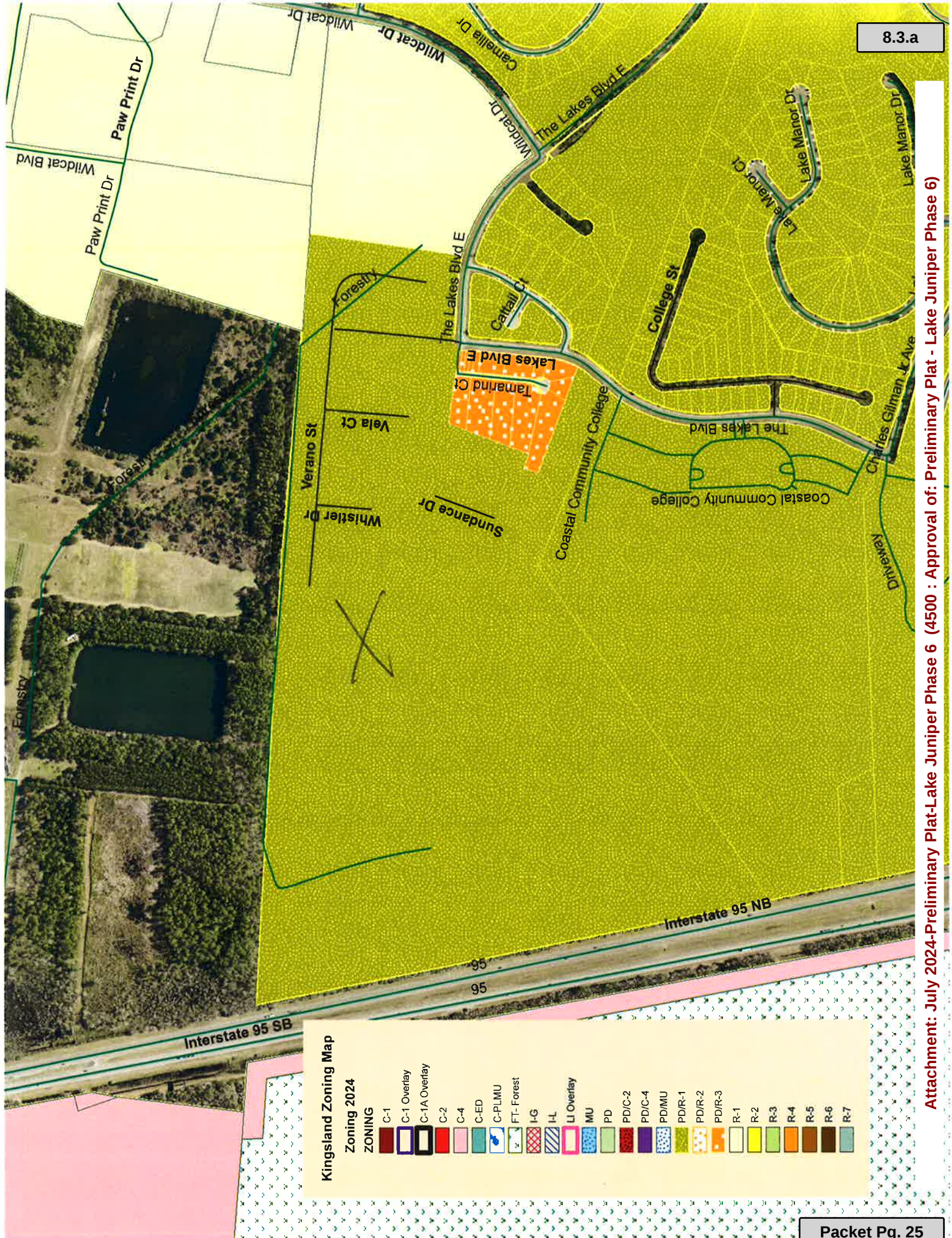
1. Your Name: BENNETT SURVEYING, INC Phone: 673-8940
Address: 102 MARSH HARBOR PKWY, UNIT 103
KINGSLAND GA.
2. Owner, if not same:
Name: SONCEL, INC.
Address: 140 LAKES BLVD. KINGSLAND, GA.
3. What is your interest if you are not the owner?
AGENT
4. Name of proposed subdivision: LAKE JUNIPER PHASE II
5. Location of subdivision: Neighborhood: THE LAKES
Street: VERANO STREET
Parcel Number: 107 005 Lot Number: _____
6. Present zoning: PORTION OF PD R-1
7. Number of proposed lots: 29 LOTS
8. Area of proposed subdivision: 13.79 ACRES
9. Please attach the following items to this application. This application will NOT be considered complete and cannot be processed until you have done so.
 - Preliminary Plat (Original and 9 copies)
 - Vicinity Map
 - PD (if applicable)
 - Proof of ownership

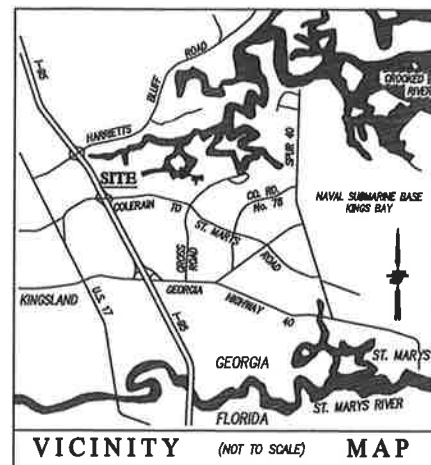
Part C - Planning Official Only

1. Date application was filed: 6/7/2024
2. Was this at least 26 days before the Planning Commission meeting at which it will be reviewed? () Yes (X) No
3. Checked by: Scott & James
4. Are Preliminary Plat and application complete? (X) Yes () No
5. Correct fee paid? (X) Yes () No () Not applicable
6. Date preliminary plat reviewed by Planning Commission: 7/1/24
() Approved () Disapproved

Conditions of approval or reasons for disapproval: _____

Attachment: July 2024-Preliminary Plat-Lake Juniper Phase 6 (4500 : Approval of: Preliminary Plat - Lake Juniper Phase 6)





FILING INFORMATION

FILE NO.	1571
BOOK	1571
PAGE	1571

- LEGEND**
- DENOTES 1/2" REBAR (UNLESS NOTED OTHERWISE)
 - DENOTES F.D. CONC. MON.
 - DENOTES SET 1/2" REBAR
 - R/W = RIGHT-OF-WAY
 - P.C. = POINT OF CURVATURE
 - P.T. = POINT OF TANGENCY
 - P.O.C. = POINT OF COMPOUND CURVATURE
 - RAD = RADIUS
 - (R) = RADIAL
 - (CH) = CHORD
 - B.R.L. = BUILDING RESTRICTION LINE
 - D.B. = DEED BOOK
 - P.G. = PAGE
 - P.B. = PLAT BOOK
 - P.D. = PLAT DRAINER
 - P.O.C. = POINT OF COMPOUND CURVATURE
 - ARC = ARC LENGTH
 - D = IDENTIFICATION
 - FD = FOUND
 - L.B. = LICENSED BUSINESS
 - CONC. = CONCRETE
 - MON. = MONUMENT
 - D = IDENTIFICATION
 - OSB = OFFICIAL RECORDS BOOK
 - (T) = TOTAL
 - (M) = METLAND
 - SQ. FT. = SQUARE FEET
 - (L) = LAKE

CLOSURE STATEMENT:

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED WAS OBTAINED USING FIELD EQUIPMENT AND REQUIREMENTS CONSISTENT WITH GEORGIA BOARD RULE 180-07-03. THE CALCULATED POSITIONAL TOLERANCE IS 0.04 FEET.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 64,005 FEET.

EQUIPMENT USED FOR FIELD MEASUREMENTS:
LINEAR: CARLSON BRX7 ANGULAR: CARLSON BRX7

NOTES:

- BEARINGS SHOWN HEREON ARE BASED ON GRID NORTH-NAD83 COORDINATE DATUM FOR THE GEORGIA EAST ZONE UTILIZING THE NAD83 SOLUTIONS REAL TIME NETWORK. ROTATE BEARINGS 01°-30°-51" COUNTERCLOCKWISE TO MATCH PLAT BEARINGS.
- SUBJECT PROPERTY IS FOUND TO BE IN FLOOD HAZARD ZONES "X"(UNSHADED), AS PER F.I.R. MAPS FOR CAMDEN COUNTY, DATED: 12-21-17, MAP No. 1303900385G, COMMUNITY No. 130238, PANEL No. 0385, SUFFIX G. AND MAP No. 1303900385G, COMMUNITY No. 130238, PANEL No. 0385, SUFFIX G.
- BUILDING RESTRICTION LINES ARE AS FOLLOWS:
FRONT: 20 FEET
SIDES: 5 FEET; (SIDE STREET 20 FEET)
REAR: 10 FEET; (REAR STREET 20 FEET)
- SUBJECT PROPERTY IS CURRENTLY ZONED : PD (R-1, SINGLE FAMILY RESIDENTIAL USAGE).
- SUBJECT PROPERTY CONTAINS 13.78 ACRES- (28 LOTS)
- TOTAL ROADWAY AREA WITHIN SUBDIVISION: 2.04 ACRES.
- THIS PLAT RESERVES A 5' WIDE EASEMENT FOR DRAINAGE AND UTILITIES TO THE CITY OF KINGSLAND AND ALONG ALL UNRESTRICTED FRONT, SIDE AND REAR LOT LINES, UNLESS SHOWN OTHERWISE.
- THERE MAY EXIST ADDITIONAL RESTRICTIONS LYING OVER THE SUBJECT PROPERTY THAT ARE NOT SHOWN ON THIS SURVEY WHICH MAY BE RECORDED IN THE PUBLIC RECORDS OF SAID COUNTY.
- SUBJECT PROPERTY TO BE SERVICED BY CITY WATER & SEWER; DEVELOPER TO INSTALL UTILITY LINES WITHIN SUBDIVISION.
- LOT CORNERS AND BOUNDARY CORNERS ARE 1/2" REBARS CAPPED "L.B. 1267", UNLESS SHOWN OTHERWISE AND ARE TO BE SET UPON COMPLETION OF CONSTRUCTION.
- THE OWNER OF THE LANDS PLATTED HEREON DOES HEREBY DEDICATE AN EASEMENT FOR THE INSTALLATION AND MAINTENANCE OF THE ELECTRICAL DISTRIBUTION SYSTEM TO OKENEKKE ELECTRIC MEMBERSHIP CORPORATION (O.R.E.M.C.) OVER ALL ROAD RIGHTS-OF-WAY AND 10 FEET OUTSIDE OF SAID RIGHTS-OF-WAY.

CERTIFICATION OF APPROVAL BY THE COUNCIL:

I HEREBY CERTIFY THAT THE OWNER, OR HIS AGENT, HAS COMPLETED THE CONSTRUCTION AND INSTALLATION OF THE STREETS, DRAINAGE, UTILITIES AND OTHER IMPROVEMENTS IN ACCORDANCE WITH THE LAWS AND SPECIFICATIONS OF THE CITY OF KINGSLAND, GEORGIA, OR HAS POSTED A PERFORMANCE BOND IN LIEU THEREOF.

BY: _____ DATE: _____
MAYOR

CERTIFICATION OF FINAL APPROVAL BY THE COMMISSION:

I CERTIFY THAT ALL REQUIREMENTS FOR FINAL APPROVAL OF THIS PLAT HAVE BEEN FULFILLED IN ACCORDANCE WITH THE ORDINANCES OF THE CITY OF KINGSLAND, GEORGIA, AND THE REQUIREMENTS OF THE KINGSLAND PLANNING COMMISSION.

BY: _____ DATE: _____
CHAIRMAN OF PLANNING COMMISSION

CAMDEN COUNTY TAX PARCEL No. 107 005 (PORTION OF)

PROPERTY OWNED BY:
SONCEL, INC.
140 LAKES BOULEVARD
KINGSLAND, GEORGIA 31548
(912) 729-4994
(D.B. 1128, PG. 245)



PRELIMINARY SUBDIVISION PLAT OF
LAKE JUNIPER, PHASE VI,
CITY OF KINGSLAND, 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA

WETLANDS NOTE:

WETLAND AREAS SHOWN HEREON ARE UNDER THE JURISDICTION OF STATE AND FEDERAL AGENCIES. OWNER MAY BE SUBJECT TO PENALTY BY LAW FOR DISTURBANCE TO THESE WETLAND AREAS WITHOUT PROPER AUTHORIZATION. WETLAND AREAS ARE SHOWN THIS:



WETLAND AREA TO BE PERMITTED BY THE U.S. ARMY CORPS OF ENGINEERS.



CURVE TABLE

CURVE	CHORD BEARING	DISTANCE	RADIUS	DELTA	TANGENT
C1	S80°11'18"W	77.78'	25.00'	80°00'00"	65.00'
C2	S15°31'48"E	83.62'	133.12'	41°30'00"	80.00'
C3	S89°01'00"W	188.00'	248.31'	43°32'00"	100.00'
C4	S83°31'41"E	18.28'	25.00'	42°30'00"	9.81'
C5	S80°31'18"W	89.83'	50.00'	178°50'00"	130.84'
C6	N16°31'42"W	18.28'	25.00'	42°30'00"	9.81'
C7	N14°17'25"E	37.49'	25.00'	87°00'00"	38.34'
C8	N76°37'08"E	39.46'	25.00'	81°00'00"	24.35'
C9	N44°53'29"W	4.08'	50.00'	93°22'00"	3.98'
C10	N88°18'40"W	65.87'	50.00'	81°57'04"	43.43'
C11	S24°07'40"W	44.75'	50.00'	53°10'16"	25.00'
C12	S20°07'00"E	30.34'	50.00'	38°10'14"	15.82'
C13	S24°17'00"E	61.85'	163.12'	18°40'47"	38.63'
C14	S43°37'00"W	88.94'	163.12'	82°38'21"	28.74'
C15	S44°37'00"W	62.85'	278.31'	124°30'00"	31.04'
C16	S55°22'30"E	81.82'	278.31'	124°30'00"	31.04'
C17	S88°17'44"E	63.64'	278.31'	130°00'30"	31.00'
C18	S77°28'04"E	24.84'	278.31'	57°00'14"	12.48'
C19	S75°37'44"E	33.18'	218.31'	84°56'52"	18.84'
C20	S86°17'00"E	88.02'	218.31'	82°38'21"	35.00'
C21	S44°37'00"W	35.07'	218.31'	81°57'04"	12.58'
C22	S15°31'48"E	72.81'	103.12'	41°30'00"	58.72'
C23	S80°31'18"W	35.38'	25.00'	80°00'00"	25.00'
C24	S72°33'18"W	42.10'	55.00'	45°00'00"	22.78'
C25	S77°33'18"W	49.10'	55.00'	45°00'00"	22.78'

LINE TABLE

LINE	BEARING	DISTANCE
L1	N02°00'00"E	50.00'
L2	N02°00'00"E	50.00'
L3	N04°56'00"E	1.74'
L4	N04°56'00"E	47.13'
L5	N17°22'00"W	45.71'
L6	N18°53'33"W	1.68'
L7	N02°53'00"E	38.13'
L8	N08°53'33"E	44.87'
L9	N02°53'30"E	15.81'
L10	N08°57'00"E	20.84'
L11	N10°00'47"W	18.84'
L12	N10°00'47"W	35.58'
L13	N08°57'48"E	48.68'
L14	N01°42'27"W	13.82'
L15	N01°42'27"W	30.68'
L16	N08°58'38"W	37.00'
L17	N04°01'30"E	38.60'
L18	N00°00'00"E	37.81'
L19	N08°54'33"E	13.88'
L20	N00°00'00"E	35.00'
L21	N08°54'33"E	68.68'
L22	N08°54'33"E	33.82'
L23	S82°57'18"W	44.87'
L24	N04°00'00"E	8.61'
L25	N02°42'00"E	21.84'
L26	N08°58'38"W	12.38'
L27	N00°00'00"E	22.30'
L28	N04°32'22"E	59.81'
L29	N08°54'33"E	38.72'
L30	N08°54'33"E	20.03'
L31	N08°54'33"E	33.82'
L32	N01°42'27"W	30.07'
L33	N04°32'22"E	58.53'
L34	N08°58'38"W	18.27'
L35	N08°54'33"E	43.78'
L36	N08°54'33"E	18.45'
L37	N08°54'33"E	2.46'
L38	N00°00'00"E	62.58'
L39	N17°53'00"E	63.53'
L40	N17°53'00"E	7.89'
L41	N08°54'33"E	28.61'
L42	N00°00'00"E	54.02'
L43	N04°32'22"E	2.74'
L44	N08°58'38"W	20.32'
L45	N17°53'00"E	32.32'
L46	N08°54'33"E	48.17'
L47	N08°58'38"W	38.08'
L48	N04°32'22"E	18.80'
L49	S01°00'00"E	15.18'
L50	S04°32'22"E	32.00'
L51	S17°53'00"E	22.48'
L52	S00°00'00"E	22.20'
L53	S18°18'12"E	10.30'
L54	S18°18'12"E	2.07'
L55	S07°45'00"E	30.67'
L56	S04°32'22"E	35.00'
L57	S08°00'00"E	35.10'
L58	S08°00'00"E	13.38'
L59	N08°57'31"E	40.81'
L60	N08°57'31"E	48.65'
L61	S04°00'00"E	28.14'
L62	S04°00'00"E	46.84'
L63	S04°00'00"E	50.85'
L64	N08°58'42"W	22.78'

OWNER'S CERTIFICATE:

STATE OF GEORGIA, COUNTY OF CAMDEN

SUBSCRIBED HERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, CERTIFIES THAT SAID OWNER HAS CAUSED THE SUBDIVISION OF THE LAND SHOWN HEREON BY AN ACTUAL SURVEY, AND DOES HEREBY IRREVOCABLY DEDICATE TO THE USE OF THE PUBLIC ALL ROADS AND EASEMENTS FOR THE PURPOSES THAT THEY ARE LABELED.

BY: _____ DATE: _____
CELSO GONZALEZ FALLA, OWNER/AGENT

SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND ACCURATE AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY DONE UNDER MY DIRECT SUPERVISION AND THAT ALL MONUMENTATION SHOWN HEREON HAS BEEN SET OR FOUND. I FURTHER CERTIFY, AS REQUIRED BY SUBSECTION (3) OF O.C.G.A. SECTION 15-8-67 THAT THIS MAP OR PLAT HAS BEEN APPROVED FOR FILING BY ANY AND ALL APPLICABLE GOVERNING AUTHORITIES OR THAT SUCH GOVERNING AUTHORITIES HAVE AFFIRMED IN WRITING THAT APPROVAL IS NOT REQUIRED.

BY: _____ DATE: _____
ERNEST R. BENNETT, JR.
GEORGIA REG. SURVEYOR No. 2883



DWN. BY: G.D. CKD. BY: R.B.

BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31549
LICENSED SURVEY FIRM No. 1267
(912) 873-8840
(912) 258-8899
DWC No. 30-2-274(5)-05-24

THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, THE GEORGIA SUPERIOR COURT OF CLERKS COOPERATIVE AUTHORITY AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-8-67.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4501)

DOC ID: 4501

Approval of: Preliminary Plat and PD Approval - The Villas at Camden Woods - Phase II

Roger Bennett, acting agent for Sawyer and Associates has submitted a preliminary plat application and PD for The Villas at Camden Woods Phase II consisting of 240 single family lots on approximately 81.89 acres. The developer submitted a PD that has been reviewed and approved by the Planning and Building Department. Zoning is PD/MU (Planned Development Mixed Use).

Planning Commission recommends approval.



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: July 1, 2024

City Council Meeting Date: July 15, 2024

Agenda Item: Preliminary Plat and PD Approval

Summary: Roger Bennett, acting agent for Sawyer and Associates has submitted a preliminary plat application and PD for The Villas at Camden Woods Phase II consisting of 240 single family lots on approx. 81.89 acres. The developer submitted at PD that has ben reviewed and approved by the Planning and Building Department. The PD is attached to this report.

Zoning: PD/MU (Planned Development Mixed Use)

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

July 240075

8.4.a

APPLICATION FOR PRELIMINARY SUBDIVISION PLAT—KINGSLAND, GA

APPLICANT: Read **Part A** completely, then answer each item in **Part B**. Please print or type. Do not write in **Part C**. The Planning Department will help you, if necessary. Failure to supply complete information will result in plat disapproval. You must file this application and all required materials with the Planning Department at least 26 days before the Planning Commission meeting at which it will be considered.



Part A—General Information

You are encouraged to read articles XII through XIV of the Kingsland Zoning and Land Development Ordinance. These articles describe the standards each subdivision must meet and explain the procedures the City will follow to review your proposed plat. The sketch below shows these steps for a typical plat. See Section 122 for filing fees and Section 129 for exceptions.

Application, fee, and required materials filed with Planning Department

Planning Commission Reviews Preliminary Plat (recommends action)

City Council Reviews Preliminary Plat (approves/disapproves)

Planning Commission Reviews Final Plat (recommends action)

City Council Reviews Final Plat (approves/disapproves)

Mayor/Commission Chairman Sign Approved Final Plat

Superior Court Clerk Records Approved Final Plat

You should be aware of these important requirements:

- No work may begin on the proposed subdivision (with the exception of clearing underbrush for surveying or engineering purposes) until the preliminary plat has been approved and any required permits obtained.
- No lots shall be sold until the final plat has been approved.
- The final plat shall be approved only after all applicable requirements of the subdivision regulations and other regulations have been met.

Part B — Applicant Only

1. Your Name: BENNETT SURVEYING, INC. Phone: 673-8940
Address: 102 MARSH HARBOUR PKWY, UNIT 103, KINGSLAND
2. Owner, if not same:
Name: SAWYER & ASSOCIATES
Address: 100 MARSH HARBOUR PKWY, KINGSLAND GA.
3. What is your interest if you are not the owner?
AGENT
4. Name of proposed subdivision: THE VILLAS AT CAMDEN WOODS PHASE II
5. Location of subdivision: Neighborhood: CAMDEN WOODS
Street: CAMDEN WOODS PARKWAY
Parcel Number: 107 035 Lot Number: _____
6. Present zoning: PD MU
7. Number of proposed lots: 240 LOTS 8 TRACTS
8. Area of proposed subdivision: 81.89 ACRES
9. Please attach the following items to this application. This application will NOT be considered complete and cannot be processed until you have done so.
 - Preliminary Plat (Original and 9 copies)
 - Vicinity Map
 - PD (if applicable)
 - Proof of ownership

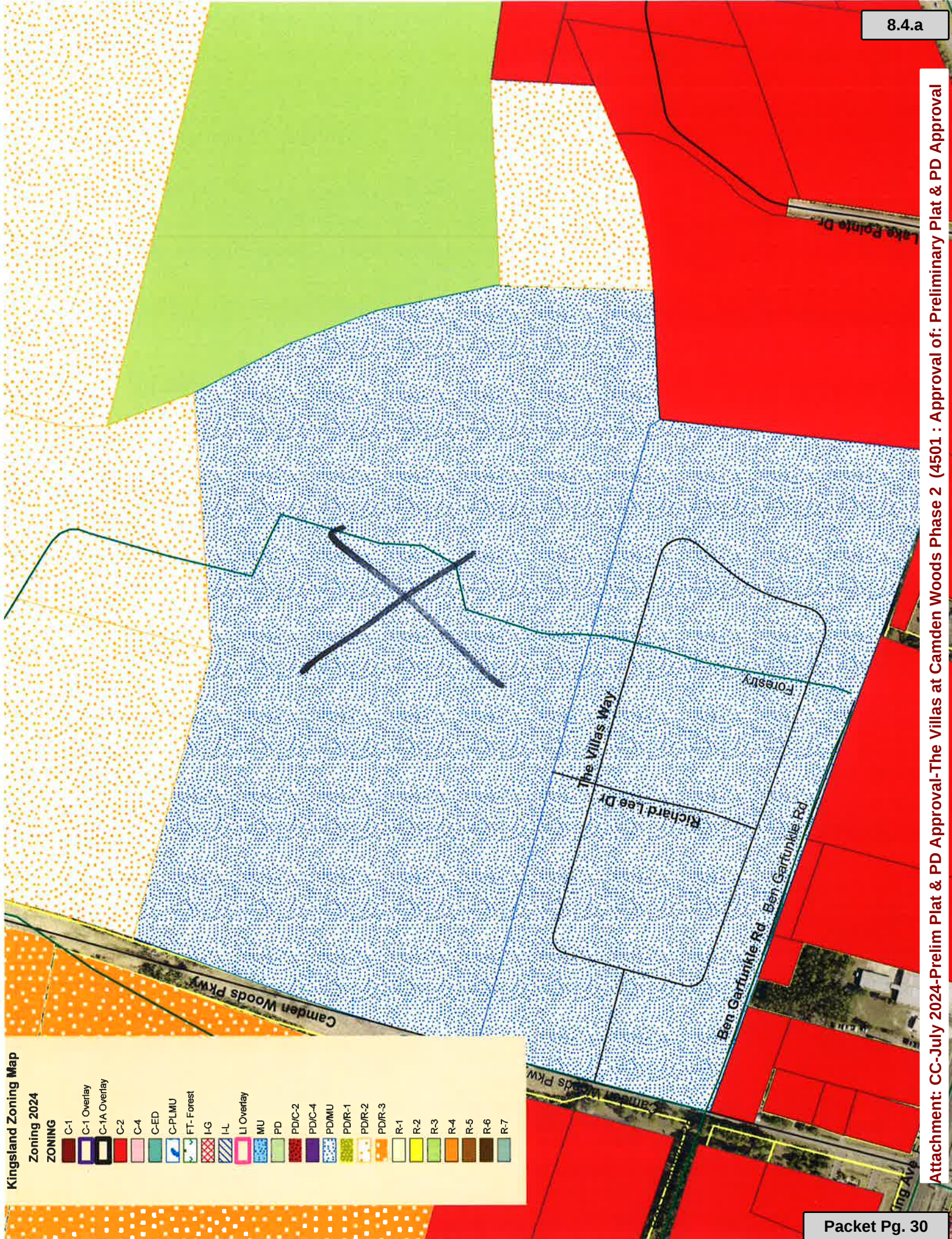
Part C - Planning Official Only

1. Date application was filed: 6/7/2024
 2. Was this at least 26 days before the Planning Commission meeting at which it will be reviewed? () Yes (X) No
 3. Checked by: Scott & James
 4. Are Preliminary Plat and application complete? (X) Yes () No
 5. Correct fee paid? (X) Yes () No () Not applicable
 6. Date preliminary plat reviewed by Planning Commission: 7/1/24
() Approved () Disapproved
- Conditions of approval or reasons for disapproval: _____

Attachment: CC-July 2024-Prelim Plat & PD Approval-The Villas at Camden Woods Phase 2 (4501 : Approval of: Preliminary Plat & PD Approval

Zoning 2024

ZONING	C-1	C-1 Overlay	C-1A Overlay	C-2	C-4	C-ED	C-PLMU	FT- Forest	IG	IL	LI Overlay	MU	PD	PD/C-2	PD/C-4	PDMU	PDIR-1	PDIR-2	PDIR-3	R-1	R-2	R-3	R-4	R-5	R-6	R-7





Camden County, GA



Overview



Legend

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

Parcel ID	107 035	Owner	LAUREL ISLAND HOLDINGS LLC	Last 2 Sales			
Class Code	Residential		100 MARSH HARBOUR PARKWAY	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND TAD #2		KINGSLAND, GA 31548	1/14/2021	\$220500	ML	U
	KINGSLAND TAD #2	Physical Address	CAMDEN WOODS PKWY	12/29/2015	0	GT	U
Acres	68.05	Assessed Value	Value \$223825				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

Date created: 6/11/2024

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Developed by Schneider
GEOSPATIAL

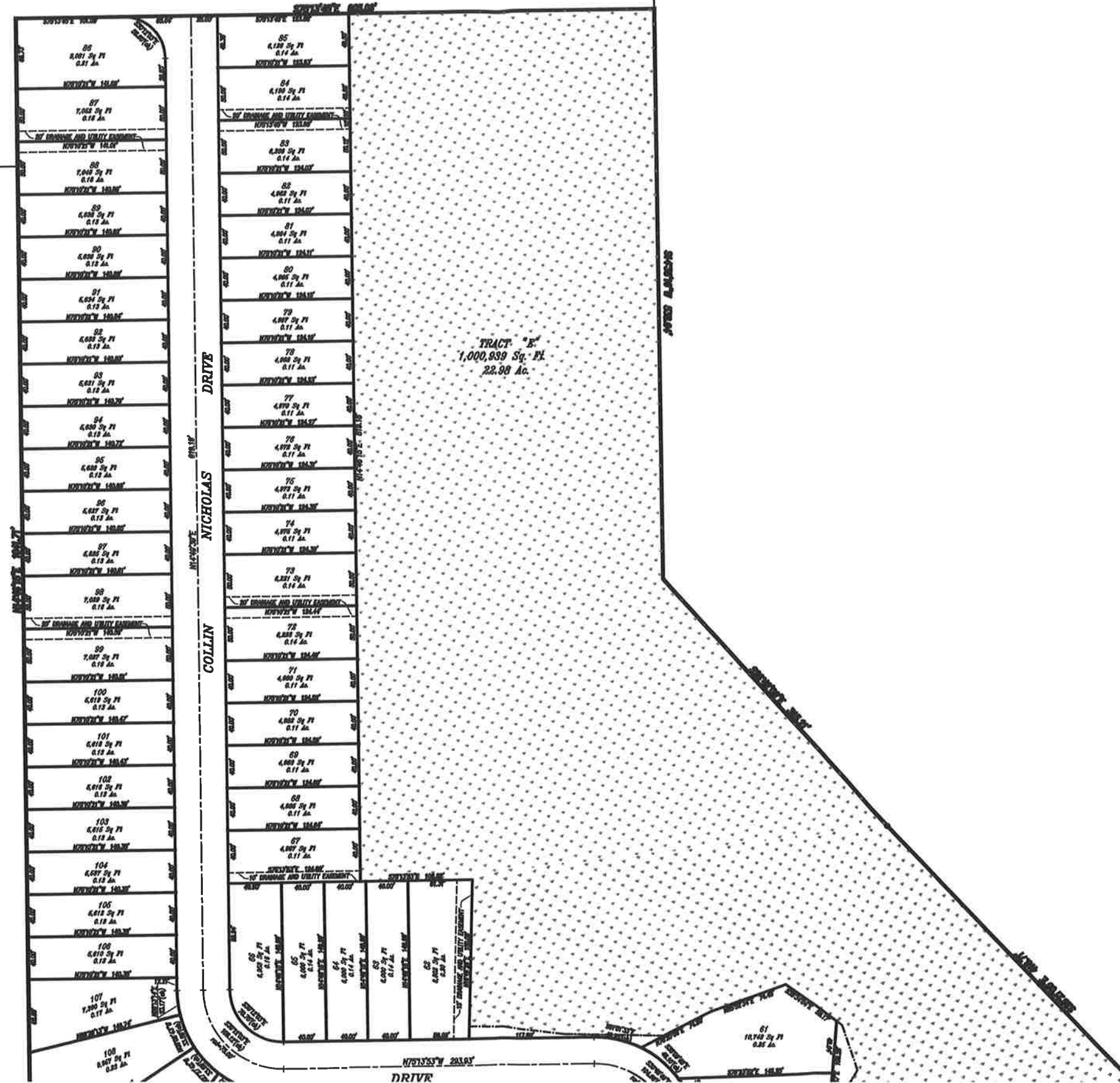
PROPERTY OWNED BY:
LAUREL ISLAND HOLDINGS, INC.
100 MARSH HARBOR PARKWAY
KINGSLAND, GEORGIA 31548
(912) 576-0003

SAWYER
ASSOCIATES

THE VILLAS AT CAMDEN WOODS ~ PHASE II,
CITY OF KINGSLAND, 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA

8.4.b

NOW OR FORMERLY LANDS OF
CAMDEN COUNTY SCHOOL DISTRICT



SHEET 2 OF 5

BENNETT SURVEYING, INC.
Surveyors and Land Planners
100 MARSH HARBOR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FIRM No. 1287
(912) 673-0040
(912) 200-0000
DWG. No. 22-2-171-12-10

Attachment: July 2024-Sheets 1-4-Preliminary Plat & PD approval (4501 : Approval of: Preliminary Plat & PD Approval - The Villas at Camden

PROPERTY OWNED BY:
LAUREL ISLAND HOLDINGS, INC.
100 MARSH HARBOUR PARKWAY
KINGSLAND, GEORGIA 31548
(912) 576-0003

SAWYER
ASSOCIATES

THE VILLAS AT CAMDEN WOODS ~ PHASE II,
CITY OF KINGSLAND, 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA

8.4.b

CAMDEN WOODS PARKWAY
(110' RIGHT-OF-WAY ~ PARTIALLY PAVED)



TRACT "A"

TRACT "B"
46,290 Sq. Ft.
1.06 Ac.

TRACT "A"
210,624 Sq. Ft.
4.84 Ac.

TRACT "B"
88,617 Sq. Ft.
2.02 Ac.

TRACT "C"

NOW OR FORMERLY LANDS OF
CAMDEN COUNTY SCHOOL DISTRICT

SHEET 3 OF 5

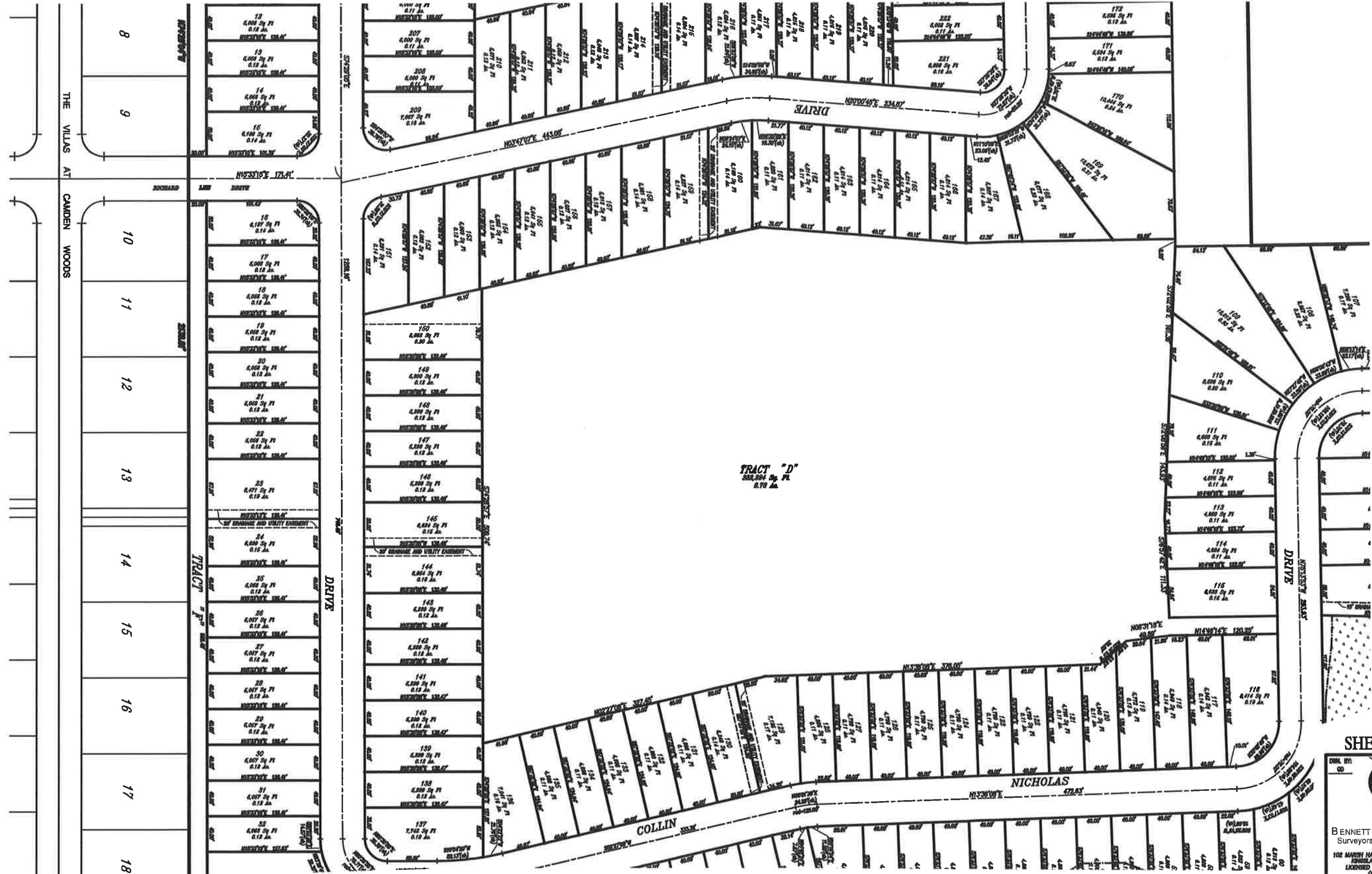
BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FIRM No. 1887
(912) 675-8040
(912) 208-8000
CPL No. 52-3-171-12-18

PROPERTY OWNED BY:
LAUREL ISLAND HOLDINGS, INC.
100 MARSH HARBOR PARKWAY
KINGSLAND, GEORGIA 31548
(912) 576-0003

SAWYER
ASSOCIATES

THE VILLAS AT CAMDEN WOODS ~ PHASE II,
CITY OF KINGSLAND, 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA

8.4.b



SHEET 4 OF 5

BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FIRM No. 1287
(912) 673-8940
(912) 258-5899
CPL No. 90-2-171-12-16

Attachment: July 2024-Sheets 1-4-Preliminary Plat & PD approval (4501 : Approval of: Preliminary Plat & PD Approval - The Villas at Camden

PROPERTY OWNED BY:
LAUREL ISLAND HOLDINGS, INC.
100 MARSH HARBOUR PARKWAY
KINGSLAND, GEORGIA 31548
(912) 570-0003

SAWYER
ASSOCIATES

THE VILLAS AT CAMDEN WOODS ~ PHASE II,
CITY OF KINGSLAND, 1606th G.M.D.,
CAMDEN COUNTY, GEORGIA

8.4.c

18
19

NOW OR FORMERLY LANDS OF
PGK PROPERTY, LLC (et al.)
(P.L. 2531, PG. 000)

NOW OR FORMERLY
LANDS OF
CHRIST'S CHURCH OF
CAMDEN COUNTY

NOW OR FORMERLY LANDS OF
PRIVATE OWNER

TRACT "B"
1,000,939 Sq. Ft.
22.88 Ac.

SHEET 5 OF 5

DRAWN BY: CO. CHECKED BY: R.B.



BENNETT SURVEYING, INC.
Surveyors and Land Planners
102 MARSH HARBOUR PARKWAY, UNIT 103
KINGSLAND, GEORGIA 31548
LICENSED SURVEY FIRM No. 1287
(912) 675-8900
(912) 358-0000
DWG. No. 22-2-171-12-14

Attachment: July 2024-Map Sheet 5 of 5 Preliminary Plat & PD Approval (4501 : Approval of: Preliminary Plat & PD Approval - The Villas at



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4502)

8.5

Meeting: 07/22/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

DOC ID: 4502

Approval of: Final Plat and PD Amendment - Fairways Edge Phase 2

Jonathan McDill, acting agent for Laurel Island Holdings, LLC and Saw Dawg, LLC has requested an amendment to the original PD for Fairways Edge Subdivision. The amendment will allow for 50' and 60' lots in Fairways Edge Phase 2 only and will allow for Phase 2 to have its own separate Home Owners Association. A final plat for Phase 2 has also been submitted for approval, consisting of 144 single family lots on approximately 48.61 acres. The preliminary plat was approved by the City Council on April 9, 2024. Zoning is PD/R-1.
Planning Commission recommends approval.



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: July 1, 2024

City Council Meeting Date: July 15, 2024

Agenda Item: PD Amendment and Final Plat

Summary: Jonathan McDill, acting agent for Laurel Island holdings, LLC and Saw Dawg, LLC has requested an amendment to the original PD for Fairways Edge Subdivision. The amendment will allow for 50' & 60' lots in Fairways Edge Phase 2 only and will allow for Phase 2 to have its own separate H. O. A. - The PD is attached to this report. A final plat for phase 2 has also been submitted for approval, consisting of 144 single family lots on approx. 48.61 acres. The preliminary plat was approved by the City Council on April 9, 2024.

Zoning: PD/R-1

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval

Scott L. Kimball

Planning & Zoning Director

FAIRWAYS EDGE – EAST**PD TEXT – FE-EAST****DATE:6/11/2024****APPLIES TO:****PARCELS 120 008W & 120 008K****NARRATIVE:**

Fairways Edge East consists of county parcels 120 008W and 120008K. This will be a stand-alone phase of "Fairways Edge". This new development will be single family (detached) homes. Based on the approved preliminary plat there will be approximately 35 new lots that will be 60ft or greater in width and 109 new lots that will be between 50ft and 60ft in width at the building lines. The minimum size of the lots will be 6,240 SF in size or larger, however, there is one lot shown on the preliminary plat (lot 137) that is 5,185 SF due to wetlands. The largest lot is #35 which is shown to be 19,788 SF. This new subdivision will have an individual HOA.

ACCESS FOR THE NEW PHASE:

Access for Fairways Edge East will be either through the existing subdivision (phase 1) or through the new entrance to be located on Winding Road approximately 0.2 miles north of the Winding River/Laurel Landing intersection as shown on the preliminary plat.

Intent of District. This district is intended to be used for single-family residential areas with low population density. Additional permitted uses, by special exception, include related noncommercial, recreational, religious, and educational facilities normally required to provide the basic elements of a balanced and attractive residential area. These areas are intended to be defined and protected from encroachment of uses not performing a function necessary to the residential environment.

Within FWE2, the following uses are permitted:

- (1) Single-family dwelling.
- (2) Accessory building and uses when located on the same lot or parcel of land as the main structure and customarily incidental thereto and provided the requirements in Section 82 are met – subject to HOA requirements and allowances
- (3) Home swimming pool provided the location is not closer than ten (10) feet to any property line and meet local and state requirements – subject to local and state permitting
- (4) Public utility structures and building provided that the installation is properly screened. No office shall be permitted and no equipment shall be stored on the site.
- (6) Dogs, cats and other common pets provided the requirements in Section 107 are met.

Single Family Residential

- (1) Minimum lot area: 5,000 square feet
- (2) Minimum lot width at the building line: 50 feet
- (3) Minimum front yard setback from public right-of-way: 25 feet

FAIRWAYS EDGE – PHASE 2**PD TEXT – FWE2****DATE:6/11/2024****APPLIES TO:****PARCELS 120 008W & 120 008K****(4) Minimum side yard setbacks:****(a) From public right-of-way: 25 feet****(b) From any other property line: 5 feet (79' or less lots) / 7.5 feet (80' or greater lots)****(5) Minimum rear yard setbacks:****(a) From public right-of-way: 25 feet****(b) From any other property line: 15 feet****(6) Maximum building height: 35 feet****(7) Maximum lot coverage: 45%**





Camden County, GA



Overview



Legend

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

Parcel ID	120 008K	Owner	LAUREL ISLAND HOLDINGS LLC	Last 2 Sales			
Class Code	Residential		100 MARSH HARBOUR PARKWAY	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	4/30/2018	\$360000	NM	U
	KINGSLAND	Physical Address	n/a	3/6/2012	0	FC	U
Acres	43.61	Assessed Value	Value \$392490				

(Note: Not to be used on legal documents)

THE PARCEL LINES SHOWN ON THIS SITE ARE NOT LEGAL BOUNDRIES AND MUST NOT BE USED FOR LEGAL DOCUMENTS. THE PARCEL LINEWORK ARE FOR LOCATING PARCELS FOR TAX PURPOSES ONLY. THEY ARE NOT SURVEYS DUE TO THE NATURE OF HOW THE ARE PRODUCED. LEGAL BOUNDRIES SHOULD BE TAKEN FROM LEGALLY DOCUMENTED PLATS AND DEEDS.

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Developed by  Schneider
GEOSPATIAL



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: Planning and Zoning
Category: Planning & Zoning
Prepared By: Natalie Moreland
Initiator: Natalie Moreland
Sponsors:

AGENDA ITEM (ID # 4503)

DOC ID: 4503

Approval of: Re-Zoning - 214 West King Avenue - Map & Parcel K15 09 001

Rebecca & Justin Shannon have applied for a re-zoning of parcel K15 09 001 containing approximately 1.39 acres located at 214 West King Avenue. The applicant is requesting the parcel be re-zoned to C-1 (Central Business District) for the purpose of a mixed use project. Current zoning is C-2 (General Commercial).

Planning Commission recommends approval.



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

Planning and Community Development

Staff Report

Planning Commission Meeting Date: July 1, 2024

City Council Meeting Date: July 15, 2024

Agenda Item: Rezoning

Background:

The area of the parcel is located on W. King Ave. adjacent to the downtown business district. The surrounding parcels are a mixture of residential and commercial. The applicant is proposing a mixed use project of retail and residential that would provide more business services and affordable housing for the citizens of Kingsland. The applicants feel this type of project would be a great addition to the downtown area.

Summary:

Rebecca & Justin Shannon have applied for a rezoning of parcel K15 09 001 containing approx. 1.39 acres located at 214 W. King Ave. The applicant is requesting the parcel be rezoned to C-1 (Central business District) for the purpose of a mixed use project.

Current Zoning: C-2 (General Commercial)

Is Proposal Consistent with the Comprehensive Plan? Yes

Staff Recommendation: Staff Recommends Approval,

The Kingsland Downtown Development Authority recommends approval of the rezoning and supports this project.

Scott L. Kimball
Planning Director



Camden County, GA



Overview



Legend

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

Parcel ID	K15 09 001	Owner	SHANNON REBECCA L	Last 2 Sales			
Class Code	Commercial		140 NORTH MAY STREET	Date	Net Price	Reason	Qual
Taxing District	KINGSLAND		KINGSLAND, GA 31548	9/10/2020	\$45000	LM	Q
	KINGSLAND	Physical Address	214 W KING AVE	5/5/2017	\$49900	LM	Q
Acres	1.01	Assessed Value	Value \$80200				

(Note: Not to be used on legal documents)

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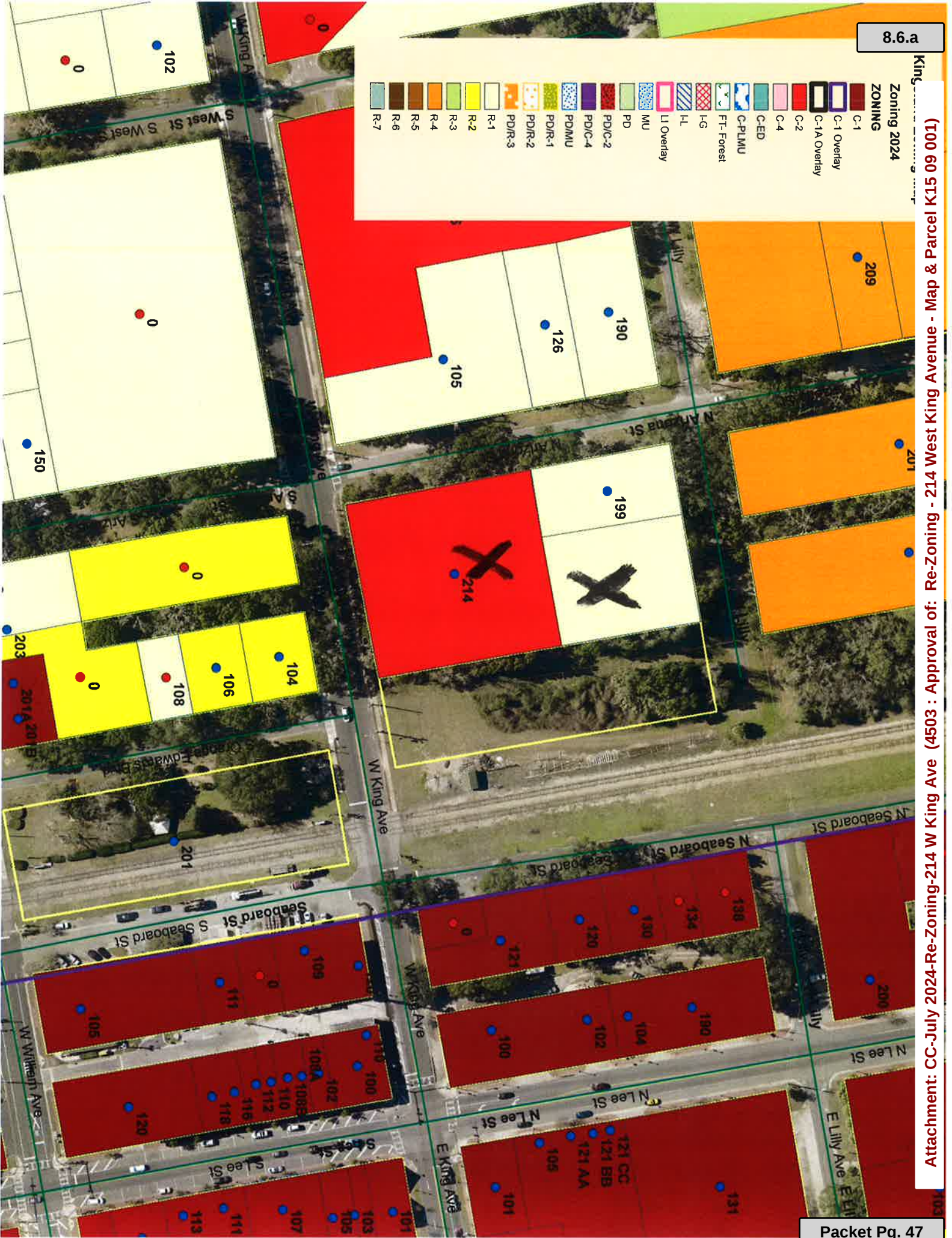
Date created: 6/3/2024

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Developed by Schneider
GEOSPATIAL

Zoning 2024

ZONING
C-1
C-1 Overlay
C-1A Overlay
C-2
C-4
C-ED
C-PLMU
FT- Forest
LG
HL
LI Overlay
MU
PD
PD/C-2
PD/C-4
PD/MU
PD/R-1
PD/R-2
PD/R-3
R-1
R-2
R-3
R-4
R-5
R-6
R-7



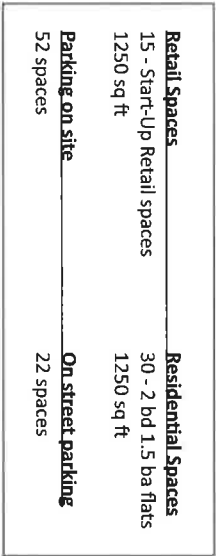
OLD DOWNTOWN - KINGSLAND



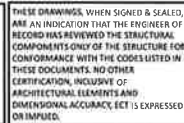
BECCI MEIER SHANNON HAS OFFERED PROFESSIONAL PLANNING, DESIGN & DRAFTING SERVICES FOR OVER 20 YEARS AND IS NOT A LICENSED ARCHITECT. ALTHOUGH GREAT CARE HAS BEEN TAKEN IN THE DESIGN OF THESE PLANS THE AUTHOR ASSUMES NO LIABILITY FOR DAMAGES DUE TO ERROR OR OMISSIONS. ALL FEDERAL AND LOCAL CODES, ORDINANCES, REGULATIONS SHALL BE CONSIDERED AS PART OF SPECIFICATIONS FOR THIS BUILDING AND SHALL TAKE PRECEDENCE OVER ANYTHING SHOWN, DEFECTED OR IMPLIED WHERE SAME ARE AT VARIANCE.

Friday, May 24, 2024

		THESE DRAWINGS, WHEN SIGNED & SEALED, ARE AN INDICATION THAT THE ENGINEER OF RECORD HAS REVIEWED THE STRUCTURAL COMPONENTS ONLY OF THE STRUCTURE FOR CONFORMANCE WITH THE CODES LISTED IN THESE DOCUMENTS. NO OTHER CERTIFICATION, INCLUSIVE OF ARCHITECTURAL ELEMENTS AND DIMENSIONAL ACCURACY, ETC IS EXPRESSED OR IMPLIED.		
			<u>Project Name & Site address.</u> 214 W. King Ave Kingsland Ga	SCALE 1/4" = 1' PAGE A- 1

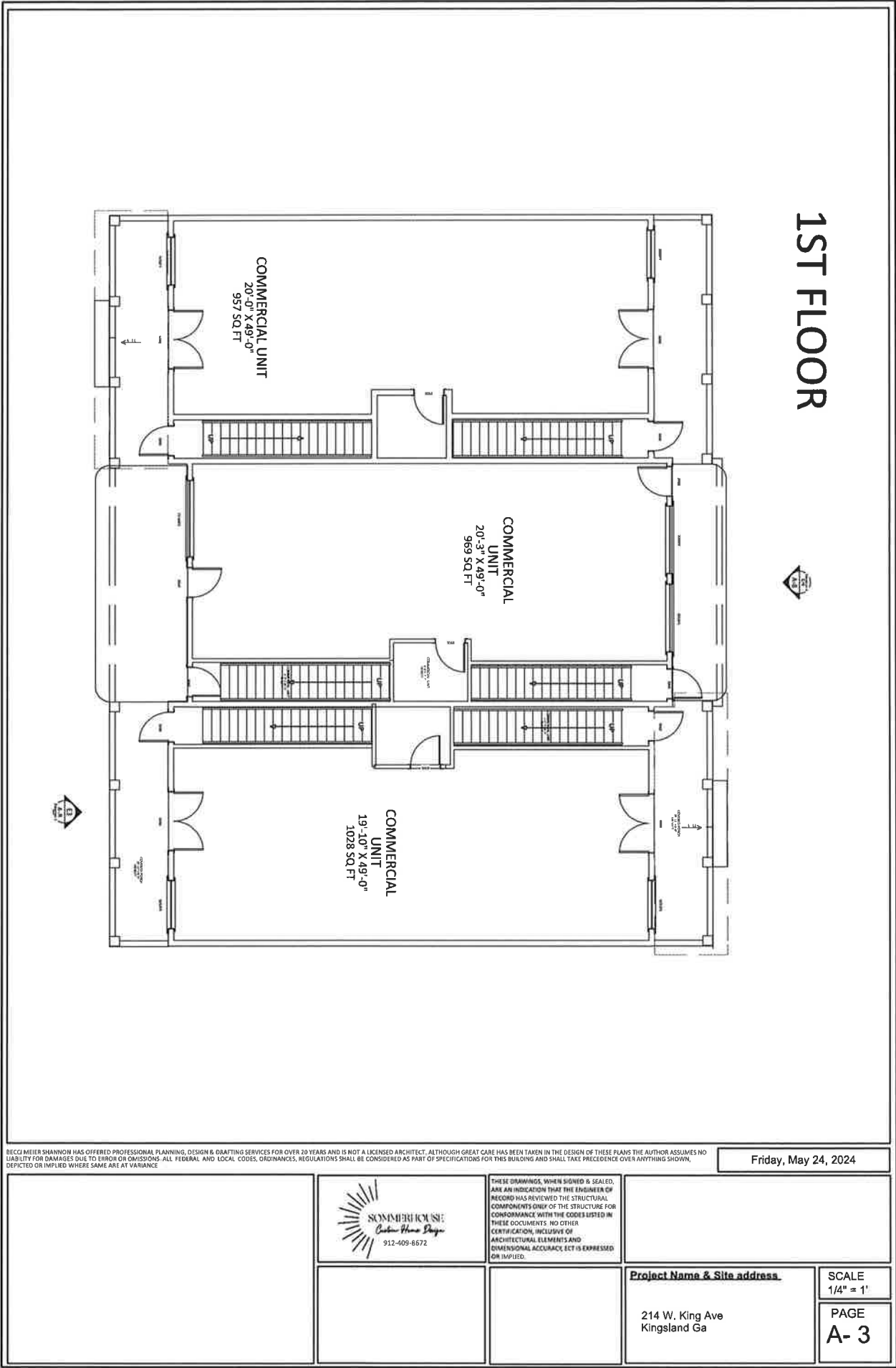


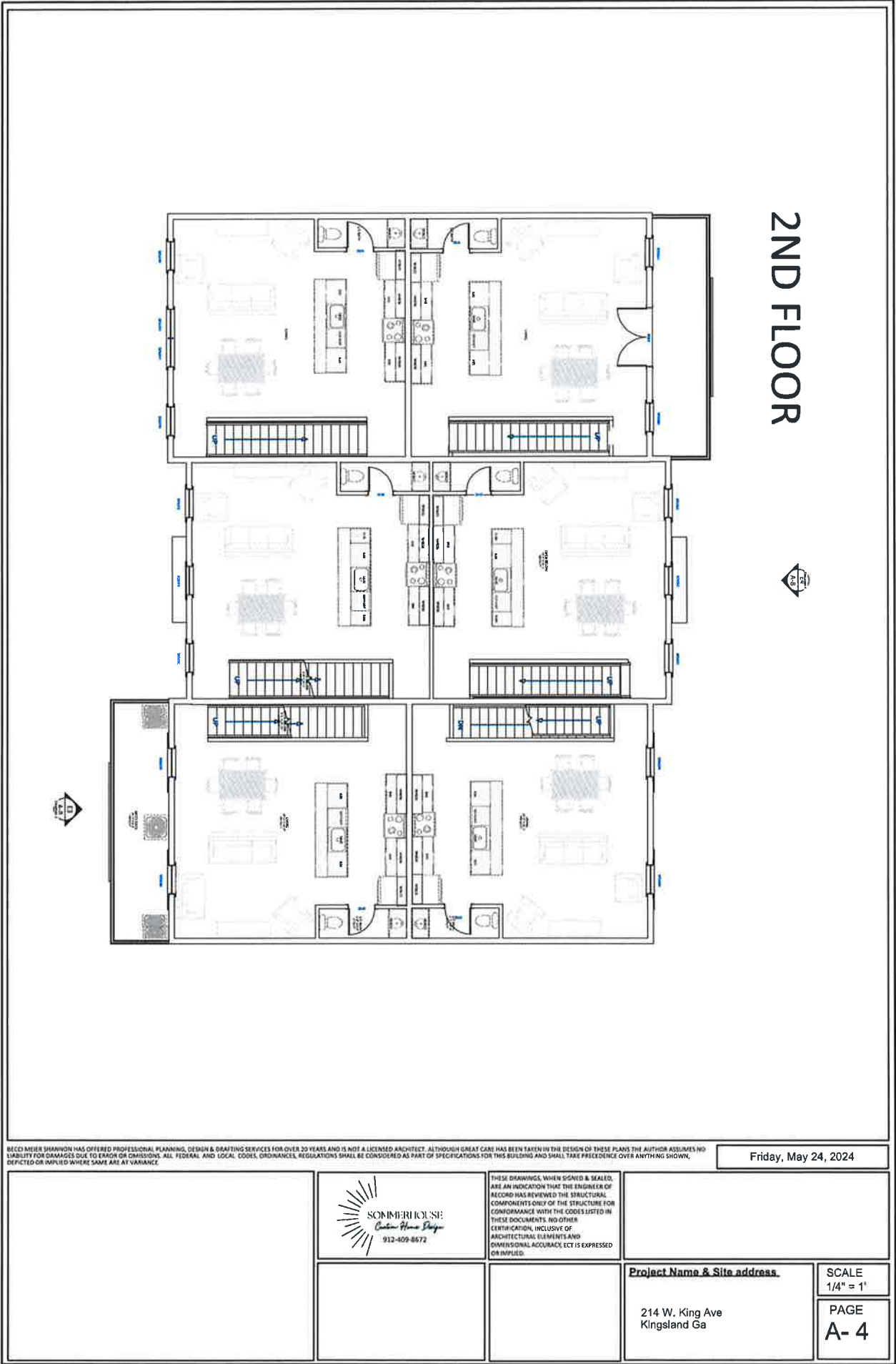
Friday, May 24, 2024

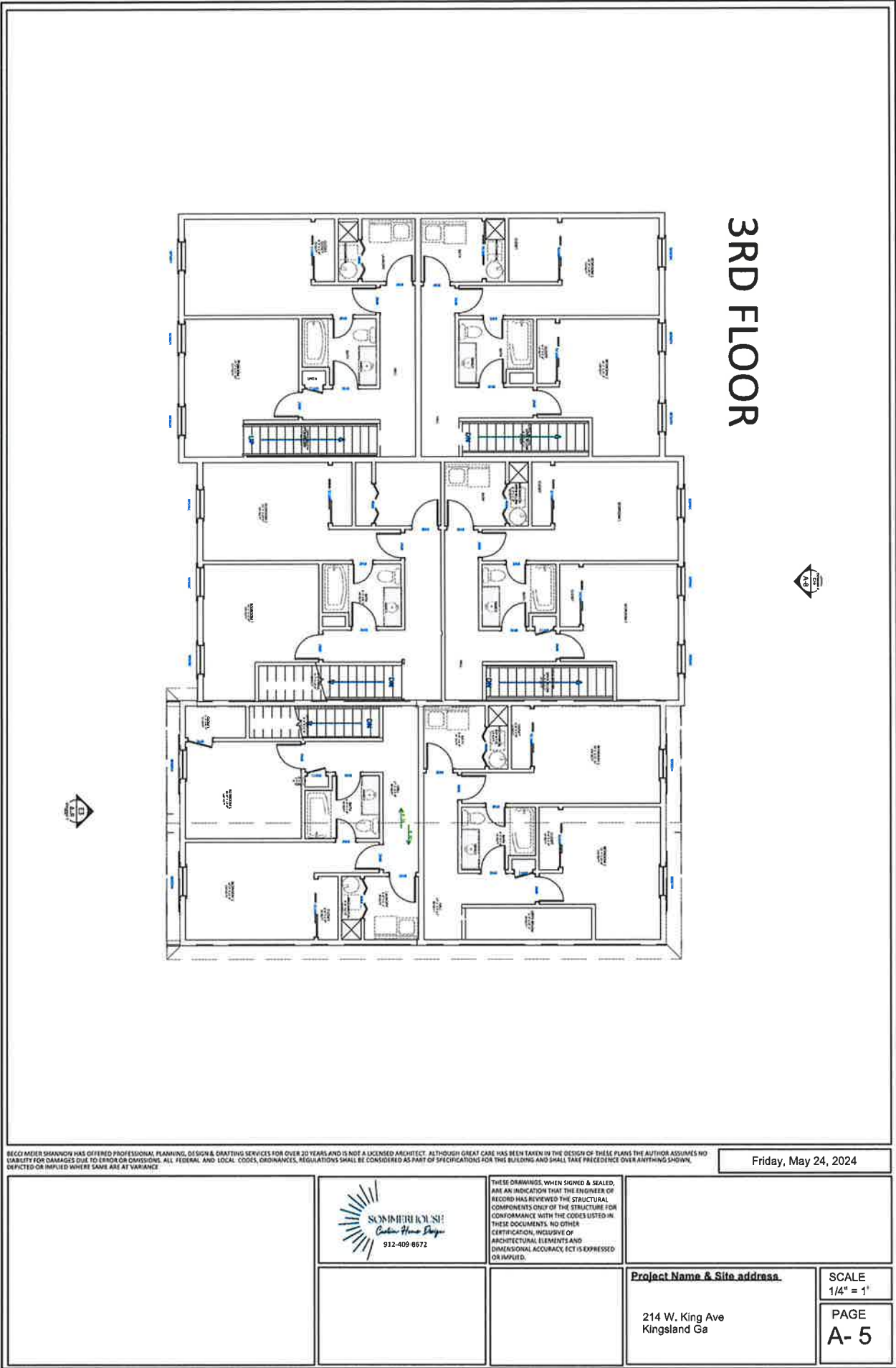


SCALE
1/4" = 1'

PAGE
A- 2









BECKI MEIER SHANNON HAS OFFERED PROFESSIONAL PLANNING, DESIGN & DRAFTING SERVICES FOR OVER 20 YEARS AND IS NOT A LICENSED ARCHITECT. ALTHOUGH GREAT CARE HAS BEEN TAKEN IN THE DESIGN OF THESE PLANS THE AUTHOR ASSUMES NO LIABILITY FOR DAMAGES DUE TO ERROR OR OMISSIONS. ALL FEDERAL AND LOCAL CODES, ORDINANCES, REGULATIONS SHALL BE CONSIDERED AS PART OF SPECIFICATIONS FOR THIS BUILDING AND SHALL TAKE PRECEDENCE OVER ANYTHING SHOWN, DEPICTED OR IMPLIED WHERE SAME ARE AT VARIANCE.

Friday, May 24, 2024



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Project Name & Site address

214 W. King Ave
Kingsland Ga

SCALE
1/4" = 1'

PAGE
A- 6



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: City Clerk
Category: License
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4510

AGENDA ITEM (ID # 4510)

Approval of: Alcohol License for Laura Ann Rabb with Daily Bread Food Marts, LLC

Laura Ann Rabb with Daily Bread Food Marts, LLC., is apply for an alcohol license for the sale of packaged beer/wine for the Exit 7 Travel Shop located at 1870 Harrietts Bluff Road.



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

Planning and Community Development

Staff Report

City Council Meeting Date: July 22, 2024

Agenda Item: Alcohol License for Laura Rabb

Summary: The applicant has applied for an alcohol license for Daily Bread Food Marts, LLC, dba Exit 7 Travel Shop located at 1870 Harrietts Bluff Rd. The purpose of the alcohol license is for the retail sales of packaged beer/wine. No issues were found during the background and fingerprint checks.

Zoning: C-4 (Interchange Commercial)

Staff Recommendation: Chief of Police and the Planning Department Staff recommends approval of the Alcohol License.

Scott L. Kimball

Planning & Zoning Director



Rick Evans, Chief of Police

Jason Seaward, Deputy Chief

Kingsland Police Department
 111 South Seaboard Street
 P.O. Box 250
 Kingsland, GA 31548
 Phone: 912-729-8254
 Fax: 912-729-8628
 www.KingslandGeorgia.com

To: Scott Kimball,

July 1, 2024

A background investigation was conducted for the Alcohol Beverage License application submitted by Laura a. Raab for Daily Bread Food Mart LLC. 1870 Harriett's Bluff Rd, Woodbine, GA 31569. The findings are:

A local criminal background check was conducted for Raab and no criminal history was located. There is no record of Raab having any negative contact with law enforcement with the Kingsland Police Dept. or any law enforcement in the region. An internet/social media search did not locate any information that would disqualify Raab from licensing.

I spoke with the three persons listed as references on the application.

On 07/01/2024, I spoke with Mathew Stuckey, 904-229-4295. Mathew stated he has known Laura for approximately ten years from Country Line Dancing. Mathew stated she knows of no reason why Laura should not be granted this application.

On 07/01/2024, I spoke with Debbie Bundy, 9042292396, Debbie stated she has known Laura for approximately nine years from Country Line. Debbie stated he knows of no reason why Laura should not be granted this application.

Based on the above information I believe Laura A. Raab is qualified for this alcohol license.
 Respectfully,

Sergeant Kevonn McKenzie
 Criminal Investigations Division
 Office of Professional Standards
 Kingsland Police Dept.
 912-729-8260

Attachment: 1870 Harrietts Bluff Road (4510 : Approval of: Alcohol License for Laura Ann Rabb with Daily Bread Food Marts, LLC)

The undersigned hereby stipulates and states that all statements given in this application are true and correct and made for the purpose of inducing aforesaid City to issue or renew said alcoholic beverage license(s). Applicant further states this document is sworn to and subscribed hereto with the full knowledge that any statement herein, given falsely shall constitute perjury and may result in the revocation of the license granted or the refusal to grant such license. The applicant agrees to comply and abide by the City's Alcoholic Beverage Ordinance.

Applicant further acknowledges that application must be fully completed at the time of filing and that applications may not be supplemented, amended, or revised after filing with the Clerk, except to correct misspelling or names.

APPLICANT HEREBY AGREES AND CONSENTS PURSUANT TO PUBLIC LAW 93-579 OF THE PRIVACY ACT OF 1974, THE DISCLOSURE OF INFORMATION OBTAINED IN THIS APPLICATION MAY BE SUBMITTED TO ANY AGENCY OF THE CITY, COUNTY, STATE, AND FEDERAL GOVERNMENT FOR THE PURPOSES OF OBTAINING THE NECESSARY INFORMATION TO PROCESS THE APPLICATION.

INITIAL

I have read, understood, and will comply with all rules and regulations set forth in Ordinance No. 2003-23. (Available for viewing at City Hall, Kingsland Community Planning & Development Building, or online at www.kingslandgeorgia.com)

Sworn to and subscribed to this 05 day of June, 2024

Laura Rabb

APPLICANT (s)

WITNESS

[Signature]
NOTARY PUBLIC
(SEAL)

To be completed by City Officials

Recommendation of Planning Dir. ☒ Approve ☐ Disapprove [Signature] Initials

Recommendation of Police Chief ☒ Approve ☐ Disapprove [Signature] Initials

Recommendation of Building Insp. ☒ Approve ☐ Disapprove [Signature] Initials

Date of Publication July 4 & July 11th 2024

Dates of Reading by Council July 22, 2024

Council Voted to: ☐ Approve ☐ Disapprove ☐ Initials

Date License Issued (subject to Council Approval): July 23, 2024

Notice of the public hearing on the application for the license shall be published once a week for two weeks in the official newspaper of the city wherein legal advertisement are published. After the application is complete and all information is received by the license officer, a public hearing will be scheduled on the application by the council. In addition, if the proposed location does not have an existing license, a sign shall be posted by the license officer on premises at least 15 days prior to the public hearing.

CITY OF KINGSLAND, GEORGIA
 SYSTEMATIC ALIEN VERIFICATION FOR ENTITLEMENTS (SAVE) FORM
 O.C.G.A. § 50-36-1(E)(2) AFFIDAVIT VERIFYING STATUS FOR PUBLIC BENEFIT

By executing this affidavit under oath, as an applicant for a(n) Occupational Tax Certificate, as referenced in O.C.G.A. § 50-36-1, from the City of Kingsland, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

1) ✓ I am a United States citizen.

Please see link for acceptable forms of identification: <http://law.ga.gov/immigration-reports>

2) I am a legal permanent resident of the United States. **

Please see link for acceptable forms of identification: <http://law.ga.gov/immigration-reports>

3) I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency. **

Please see link for acceptable forms of identification: <http://law.ga.gov/immigration-reports>

My alien number issued by the Department of Homeland Security or other federal immigration agency is:

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

_____ (please attach copy of document)

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in Kingsland (City), GA (State).

 Signature of Applicant

6-5-24
 Date

Laura Raab
 Printed Name of Applicant

Business License Acct. No. _____

Sales Tax ID No. _____
 (If Applicable)

SUBSCRIBED AND SWORN BEFORE ME ON
 THIS THE 5 DAY OF June, 2024

[Signature]
 NOTARY PUBLIC/SEAL

My Commission Expires: 08/24/26

**E-VERIFY FORM
CITY OF KINGSLAND AFFIDAVIT
O.C.G.A. § 36-60-6(d) E-VERIFY PRIVATE EMPLOYER AFFIDAVIT OF COMPLIANCE**

By executing this affidavit under oath, as an applicant for a(n) _____
[Occupational Tax Certificate, Alcohol License or other document required to operate a business] as referenced in
O.C.G.A. § 36-60-6(d), from the City of Kingsland, Georgia, the undersigned applicant representing the private employer
known as _____ [printed name of private employer] verifies one of
the following with respect to my application for the above mentioned document:

- 1) _____
- a) _____ On January 1st of the below signed year the individual, firm, or corporation employed more than ten
(10) employees.
- b) _____ On January 1st of the below signed year the individual, firm, or corporation employed less than ten
(10) employees. (I exempt from E-Verify Program)

If the employer selected 1(a) please fill out Section 2 below.

2) _____ The employer has registered with and utilizes the federal work authorization program in accordance with the
applicable provisions and deadlines established in O.C.G.A. § 13-10-90. The undersigned private employer also attests
that its federal work authorization user identification number and date of authorization are as listed below:

Federal Work Authorization User Identification Number

BUSINESS ACCOUNT NO.

Date of Authorization

SALES TAX ID No. (only if Applicable)

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false,
fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20,
and face criminal penalties allowed by such statute.

Executed in Kingsland (City), GA (State).

Signature of Applicant

6-5-24
Date

Laura Raab
Printed Name of Applicant

SUBSCRIBED AND SWORN BEFORE ME ON
THIS THE 5 DAY OF June, 2024

[Signature]
NOTARY PUBLIC/SEAL

My Commission Expires: 08/24/26





COGENT  SYSTEMS
Georgia Applicant Processing Services

Acknowledgement

I authorize Cogent Systems, Inc. to conduct a fingerprint based criminal history record check of me.

I understand that Cogent Systems, Inc. will send my fingerprints to the Georgia Crime Information Center for a search of criminal history information in its files and to the Federal Bureau of Investigation for a search of its files when a federal record check is so authorized.

I understand that the electronic results of this fingerprint check will be received by Cogent Systems, Inc. and forwarded to the agency responsible for determining my suitability for the position for which I have applied.

I further understand that Cogent Systems, Inc. will not maintain a copy of my record and that Cogent Systems, Inc. meets all confidentiality and security requirements for handling and dissemination of state and federal criminal history record information.

By: _____

Date: 6/5/24



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4486)

Meeting: 07/22/24 06:00 PM
Department: City Clerk
Category: Grant
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4486

9.2

Approval and Acceptance of: Georgia Environmental Finance Authority (GEFA) Lead Service Line Replacement Program Grant

Approval of a GEFA Lead Service Line Replacement Program Grant #DWLSL2023033 in the amount of \$300,000.00. The funding will be used to conduct an inventory to identify existing lead service lines in its drinking water system through investigation activities, such as employee interviews, acquisition of tax records or engineering site plans, predictive and statistical modeling, field investigations, and/or potholing.

Staff recommends approval.

June 14, 2024

Mr. Lee Spell
City Manager
City of Kingsland
107 S Lee Street
Kingsland, GA 31548

Re: City of Kingsland - Grant No. DWLSL2023033

Dear Mr. Spell:

Enclosed are the grant documents for your Georgia Environmental Finance Authority (GEFA) grant that was allotted to the city of Kingsland. We look forward to working with you on your project. In this package you will find:

1. Two copies of the Grant Agreement
 - a. Exhibits A - E
2. Signature Card
3. Vendor Authorization Agreement for ACH Credit

Grant Agreement

Two copies of the grant agreement are enclosed. Each copy is an original counterpart and each must be executed. Have the appropriate official sign each grant agreement and the appropriate person attest the signature. Once signed, return BOTH grant agreements with the other documents to GEFA so that they may be executed. We will then return your counterpart to you.

Signature Card (blue card stock)

All draw requests must be signed by a designated official(s) of the recipient. It is the recipient's option to decide who signs and how many signatures are required. On this blue card, you may designate up to four individuals and indicate whether one or two signatures are required. Draws will not be processed without the appropriate signature(s); therefore, we suggest that more than one person be authorized to sign the draw form. The attesting signature at the bottom of the card must not be from an individual who is being given authorization to sign a drawdown request.

Authorization Agreement for ACH Credits and Debits

This form designates the financial institution, the routing number, and account number to which GEFA will transfer funds. The recipient's federal employer identification number (EIN) should be included on this form. Return the completed form with a voided check or deposit slip for account number verification.

If you have any questions, please contact me at 404-852-6771 or kcastro@gefa.ga.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kelvin Castro', with a stylized flourish at the end.

Kelvin Castro
Project Manager

Enclosures:

cc: Jared Wozny / Carter & Sloope (w/o enclosures)

DOCUMENTS AND INFORMATION NEEDED FOR GRANT EXECUTION

As part of our efforts to promptly make funds available to borrowers and to manage lending capacity efficiently, we require that each borrower execute their grant agreement within six months of approval by the board of directors of the Georgia Environmental Finance Authority (GEFA). In order to execute these grant documents in a timely manner, please utilize the checklist below and follow the instructions provided therein.

- ☐ Grant Agreement. Two copies of the grant agreement are enclosed. Each copy is an original counterpart and each must be executed. Have the appropriate official sign each grant agreement and the appropriate person attest the signature. Once signed, return **both** grant agreements with the other documents to GEFA for execution. We will return your counterpart to you.
- ☐ Exhibit F – Recipient Affidavit. This affidavit verifies that the recipient is in compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation that is engaged in the physical performance of services on behalf of the **Georgia Environmental Finance Authority** has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.
- ☐ Signature Card (blue card stock). All draw requests must be signed by a designated official(s) of the borrower. It is the borrower's option to decide who signs and how many signatures are required. On this blue card, you may designate up to four individuals and indicate whether one or two signatures are required. Draws will not be processed without the appropriate signature(s); therefore, we suggest that more than one person be authorized to sign the draw form. The attesting signature at the bottom of the card must not be from an individual who is being given authorization to sign a drawdown request.
- ☐ Authorization Agreement for ACH Credits and Debits. This form designates the financial institution, the routing number, and account number to which GEFA will transfer funds. The borrower's federal employer identification number (EIN) should be included on this form. Return the completed form with a voided check or deposit slip for account number verification.
- ☐ Project Performance Worksheet. Use the following link to enter the project-related information: <https://georgiaenvironmentalfinanceauthority.quickbase.com/db/bjnv3ccc5?a=nwr>. Read the instructions prior to completing this project performance worksheet.

Recipient Execution Checklist

Borrower Name: City of Kingsland

Grant Number: DWLSL2023033

For your convenience, this checklist will help you complete all pertinent documents that must be returned to GEFA for execution. Please **initial** each item below to verify the items are completed. Please return this initialed checklist with your executed grant documents by October 1, 2024.

____ (2) Grant Agreements

- ☐ Both grant agreements are signed and marked with the borrower's seal

____ Exhibit F: Recipient Affidavit

- ☐ Signed, dated, and notarized. **This affidavit verifies the recipient's compliance with O.C.G.A 13-10-91.**
- ☐ **The same people must sign all the documents.**

____ Signature Card

- ☐ Completed, box checked, attested (not one of the signers), and dated

____ Vendor Authorization for ACH Electronic Funds Transfer

- ☐ Completed, signed, and dated with a voided check/deposit ticket attached

____ Project Performance Worksheet

- ☐ <https://georgiaenvironmentalfinanceauthority.quickbase.com/db/bjnv3ccc5?a=nwr>

Grant Award Number **DWLSL2023033**
Assistance Listing Number (ALN): # 66.442

**AGREEMENT FOR THE DRINKING WATER SRF
LEAD SERVICE LINE REPLACEMENT PROGRAM
ADMINISTERED BY GEORGIA ENVIRONMENTAL FINANCE AUTHORITY**

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

and

CITY OF KINGSLAND

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

GRANT AGREEMENT

**AGREEMENT FOR THE DRINKING WATER SRF
LEAD SERVICE LINE REPLACEMENT PROGRAM
BY AND BETWEEN
THE GEORGIA ENVIRONMENTAL FINANCE AUTHORITY
AND
CITY OF KINGSLAND**

THIS AGREEMENT made by and between the Georgia Environmental Finance Authority, hereinafter referred to as "GEFA", and the **CITY OF KINGSLAND**, an eligible local government unit, hereafter referred to as "Recipient".

WHEREAS, the state of Georgia is authorized to assist Georgia's municipalities, counties and authorities with loans and grants for construction of environmental facilities projects; and

WHEREAS, said assistance is consistent with the powers and duties of GEFA as specified in O.C.G.A. §50-23-5; and

WHEREAS, certain funds are available for the purposes set forth herein; and

WHEREAS, Recipient warrants that it has the authority to expend monies for the purposes set forth herein.

NOW THEREFORE, for and in consideration of the covenants and agreements contained herein, the parties hereto agree as follows:

1. **SCOPE OF PROJECT.** GEFA agrees to grant, and Recipient accepts, funds to be used by Recipient for the purposes of the project as specified in **Exhibit A (the "Project")**, which is incorporated by reference and made a part of this Agreement. The Environmental Protection Division of the Department of Natural Resources of the State of Georgia, (hereinafter "EPD" has completed or will complete all existing statutory reviews and issue Categorical Exclusion (hereinafter "CE") approvals, as required by Section 50-23-9 of the Official Code of Georgia Annotated, for the Project that is either prepared by the Recipient or prepared by the Recipient's engineer (the "**Engineer**"). Any changes to the scope of the Project must receive prior approval from GEFA in writing.

2. **REPRESENTATIONS.** Recipient is a Local Government and hereby represents that:

(a) The Local Government is a public body corporate and politic duly created and validly existing under the laws of the State of Georgia and has all requisite power and authority to execute and deliver the Agreement and to perform its obligations there under; and

(b) The execution of this Agreement and the project for which the Grant Award will be made have been duly authorized; and

(c) The representations made in this Agreement and all exhibits hereto, including but not limited to the Application, do not contain any untrue statements and do not omit to state a material fact necessary to make the statements contained herein or therein not misleading.

3. PROJECT BUDGET. Subject to the availability of funds for such purpose, GEFA agrees to grant, and Recipient accepts, the sum of **\$300,000** funds to be used by Recipient for the purposes as specified in **Exhibit B**, which is incorporated by reference and made a part of this Agreement. Any changes to the project budget, including amount of funds expended, must receive prior approval from GEFA in writing.

Compensation. The total compensation under this contract shall not exceed **THREE HUNDRED THOUSAND DOLLARS AND ZERO CENTS (\$300,000)**. Said amount shall constitute full and complete compensation for the scope of services as described in **Exhibit A**.

4. METHOD OF PAYMENT. The Recipient shall submit a monthly invoice (hereinafter "Invoice") on the 15th and 30th day of each month for reimbursement of expenses incurred during the previous month, and a written report using the format described in section 3 below. Payment shall be contingent upon the statutory review and CE approval from EPD, as specified in Section 50-23-9 of the Official Code of Georgia Annotated. The Recipient shall certify in writing the accuracy of each invoice and provide a description of the work performed or services rendered. Payment shall be made upon determination by GEFA that the scope of services items contained in this agreement, including deliverables and reporting requirements, for the period have been provided and have been approved by GEFA. If approved, GEFA will make payment to Recipient within 30 days of receipt by GEFA of a complete and proper invoice. GEFA will transfer funds to the account designated by Recipient. Payments made and use of the proceeds thereof shall be limited to payment of costs of the Project set forth in the Project budget included as part of **Exhibit B**.

Each invoice shall, at a minimum, contain:

- (1) A requisition for such payment, stating the amount to be disbursed.
- (2) A certificate executed by the Authorized Recipient Representative attached to the requisition and certifying:

(A) that an obligation in the stated amount has been incurred by the Recipient and that the same is a cost of the Project and is presently due and payable or has been paid by the Recipient and is reimbursable hereunder and stating that the bill or statement of account for such obligation, or a copy thereof, is attached to the certificate;

(B) that the Recipient has no notice of any vendor's, mechanic's, or other liens or rights to liens, chattel mortgages, or conditional sales contracts that should be satisfied or discharged before such payment is made; and

(C) that each item on such requisition has not been paid or reimbursed, as the case may be, and such requisition contains items representing payment on account of any expenses incurred.

(i) Project invoices shall be reviewed (at the time each requisition is submitted) by the Recipient, and the Recipient shall certify to GEFA that all project costs or associated activities funded under the appropriation of this funding: (A) are directly connected to the identification, planning, and inventory of lead service lines (B) involve the replacement design and planning of the entire lead service line, not just a portion, unless a portion has already been replaced, and (C) the acquisition of any equipment and/or devices are purchased specifically to assist in the identification and completion of the lead service line inventory.

(3) The accompanying written Project Information Form, must contain:

(A) General Information (Recipient Name, Project Name, Proposed Total Project Costs, Total Number of Service Connections, Project Start/Completion Dates, Recipient Contact Information, and Engineering Firm Contact Information, if applicable)

(B) Detailed description on the type of work being conducted or service provided, work status, work progress, and project results of the proposed project to either identify lead service lines or develop a lead service line replacement plan.

(C) Detailed description of the type of device(s) or equipment purchased to specifically assist in the identification and completion of the lead service line inventory, to include the procurement requirements specified in Exhibit D.

(D) Readiness to Proceed (Inventory Information, State Environmental Review Process Information),

(E) Recipient Authorization and Signature Information

5. AGREEMENT TO ACQUIRE, CONSTRUCT, AND INSTALL THE PROJECT.

Recipient agrees to complete the Project as promptly as practicable and with all reasonable dispatch after the date of this Agreement. Without limiting the foregoing sentence, Recipient shall commence and complete each activity or event by the deadline stated in the Project Schedule specified in **Exhibit C. If the project or activity has not commenced within six (6) months of the execution date, the grant award under the appropriation of the Lead Service Line Replacement funding will be subject to forfeiture and reallocation to other community projects.**

6. ESTABLISHMENT OF COMPLETION DATE. The date of completion of the Project (the “**Completion Date**”) shall be evidenced to GEFA by a certificate of completion signed by the Authorized Recipient Representative, stating that the Project was completed in accordance with the laws of the state of Georgia, the federal requirements of the Drinking Water State Revolving Fund (DWSRF) Lead Service Line Replacement Program, and the policies of GEFA as set forth in **Exhibit E**. Notwithstanding the foregoing, such certificate may state that it is given without prejudice to any rights against third parties that exist at the date of such certificate or that may subsequently come into being. It shall be the duty of Recipient to cause the certificate contemplated by this paragraph to be furnished as soon as the Project is completed. Any Advances and/or proceeds thereof shall not violate any applicable law, regulation, injunction, or order of any government or court.

7. COMMITMENT EXPIRATION DATE. Recipient agrees that the grant funds specified herein will expire on **FEBRUARY 1, 2025**. This expiration date is in accordance with the Environmental Protection Agency’s Lead and Copper Rule Revisions (LCRR) under Executive Order 13990, which mandates the compliance deadline to complete lead service line inventories is October 16, 2024. All costs not submitted for reimbursement by the expiration date herein will automatically subject the grant award to forfeiture and be reallocated to other community projects under the appropriation of the Lead Service Line Replacement funding.

8. HOLD HARMLESS OBLIGATIONS. To the extent allowable by law, Recipient hereby agrees to the following hold harmless provisions:

(a) Recipient shall hold GEFA, its agents, and employees, harmless from and shall defend it against any and all claims resulting from or arising out of the grant, including, without limitation, damage claims for injury to persons or property.

(b) Recipient has submitted a grant application for the funds herein and expressly acknowledges that GEFA, its agents and employees, in passing through such funds, has neither assumed nor undertaken any legal duties to Recipient or others. Recipient agrees to make no claims or demands against GEFA, its agents, or employees, for any damages that may result from or arise out of the disbursement of the funds hereunder, even if such claims or demands are made against Recipient.

9. CONFLICTS OF INTEREST. Recipient hereby attests that all of the officials of Recipient have certified that they have not violated any applicable conflict of interest law under either state law (O.C.G.A. §§ 45-10-20 through 45-10-28 and 36-67A-1 through 36-67A-4) or under any local ordinance, charter, rule or regulation and that they shall comply with the same throughout the terms of this Agreement.

10. LAWS AND ORDINANCES. Recipient will comply with all applicable federal and state laws, and local ordinances, including those that govern the procurement of goods and services.

11. MONITORING AND AUDITS. Upon request, Recipient agrees to provide GEFA or State Auditor with any information GEFA deems necessary to monitor the performance of this agreement, and further agrees that these funds shall be included in the next regularly scheduled audit or financial statement and all subsequent ones until such audits or statements account for all grant funds. Recipient understands that any unresolved findings, whether based on an audit report, financial statement, or the final report, shall preclude Recipient from applying for and receiving any further grants from GEFA.

12. OPEN RECORDS AND OPEN MEETINGS. All documents collected or produced by Recipient for use by a private person, firm, or corporation pursuant to a contract or other agreement or understanding with any governmental entity are public records and are subject to disclosure by Recipient under the Georgia Open Records Act, O.C.G.A. §50-18-70 *et seq* (hereinafter "Act"). Non-compliance with the Act may constitute a criminal act. Recipient shall notify GEFA no later than 24 hours after receipt of a request under the Act. Failure to comply with the Act is a material breach of this Agreement that may result in termination for cause. Recipient also certifies that in approving this Agreement, it has complied with the requirements of O.C.G.A. § 50- 14-1 regarding Open Meetings.

13. COMPLIANCE WITH EXECUTIVE ORDERS CONCERNING ETHICS. Recipient represents that it is familiar with and complies where applicable to the Governor's Executive Orders concerning ethics matters, including the Executive Order dated April 1, 2021, and all previous ethics Executive Orders. In this regard, Recipient certifies that any lobbyist employed or retained by Recipient, or his firm has both registered and made the required disclosures required by the Executive Orders.

14. COMPLIANCE WITH THE GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT. Recipient certifies that it will comply with O.C.G.A. § 13-10- 91 relating to the verification of the status of newly hired employees as specified in **Exhibit F**, attached hereto and incorporated herein by reference.

15. RECORD RETENTION AND ACCESS. Recipient shall retain all books, records, documents, and other material relevant to this Agreement for six years from the end of the grant term following the year in which the actual grant funds were directed. GEFA or the State Auditor, through any authorized representative shall have access to and the right to examine all records, books, papers, or documents related to the Agreement.

16. ALL EXHIBITS CONTAINED HEREIN. All exhibits and attachments to this Agreement and the introductory whereas clauses are incorporated herein.

17. ENFORCEABILITY OF PROVISIONS. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

18. AGREEMENT ALTERATIONS AND AMENDMENTS. Any amendments, to this agreement shall not be binding unless and until said changes are in writing and signed by authorized signors of the respective parties to this agreement.

19. CONSTRUCTION OF AGREEMENT. The parties acknowledge and agree that both parties substantially participated in negotiating the provisions of the Agreement; and, therefore, the parties agree that this Agreement shall not be construed more favorably toward one party than the other party as a result of one party primarily drafting the Agreement. The Section and other headings in this Agreement are for convenience of reference only and shall not be construed, expressly or by implication, so as to affect the meaning or interpretation of any of the provisions hereof. This Section and other headings in this Agreement are for convenience of reference only and shall not affect, expressly or by implication, the meaning or interpretation of any of the provisions hereof.

20. COUNTERPARTS. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

21. ALL WRITING CONTAINED HEREIN. This Agreement contains all terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this
 _____ day of _____ 20____.

CITY OF KINGSLAND

Signature: _____

Print Name: _____

Title: _____

(SEAL)

Attest Signature: _____

Print Name: _____

Title: _____

**GEORGIA ENVIRONMENTAL
FINANCE AUTHORITY**

Signature: _____

Hunter Hill
Executive Director

(SEAL)

Attest Signature: _____

Print Name: _____

Attachment: GEFA Documents (4486 : Approval and Acceptance of: GEFA Lead Service Line Replacement Program Grant)

EXHIBIT A**DESCRIPTION OF THE PROJECT****SCOPE OF WORK**

Recipient: CITY OF KINGSLAND

Grant Number: DWLSL2023033

The city of Kingsland seeks to conduct an inventory to identify existing lead service lines in its drinking water system through investigation activities, such as employee interviews, acquisition of tax records or engineering site plans, predictive and statistical modeling, field investigations, and/or potholing.

EXHIBIT B**DESCRIPTION OF THE PROJECT****PROJECT BUDGET****Recipient: CITY OF KINGSLAND****Grant Number: DWLSL2023033**

ITEM	TOTAL	LSLR GRANT AWARD	OTHER CONTRIBUTIONS
Engineering & Administration	\$75,000	\$75,000	-
Service Line Investigation & Potholing	195,000	195,000	-
Devices & Equipment	-	-	-
Communication & Outreach Plan	-	-	-
LSL Replacement Plan	-	-	-
Sampling & Filters	-	-	-
Contingency	30,000	30,000	-
Other	-	-	-
TOTAL	\$300,000	\$300,000	-

*This project budget is for the Lead Service Line Replacement Set-Asides Grant program. Grantee may adjust the amounts within the various budget items without prior GRANTOR approval with the exception of Devices & Equipment (which require GRANTOR approval). In no event shall the GRANTOR be liable for any amount exceeding the grant amount contained in Section 3 of the Grant Agreement.

EXHIBIT C**DESCRIPTION OF THE PROJECT****PROJECT SCHEDULE**

Recipient: CITY OF KINGSLAND

Grant Number: DWLSL2023033

ACTION	DATE
Lead Service Line Inventory Project Commencement	NOVEMBER 2023
Bid Opening	JUNE 2024
Notice to Proceed	JULY 2024
Lead Service Line Inventory Project Completion	OCTOBER 2024

**EXHIBIT D
PAGE 1 OF 2****BIDDING AND PROCUREMENT REQUIREMENTS**

Recipient: CITY OF KINGSLAND

Grant Number: DWLSL2023033

- I. Competitive procurement by public bidding is required for lead service line inventory services, materials, devices, and equipment.
- II. Recipient must advertise for bids by conspicuously posting the notice in its office and by advertising in the local newspaper that is the legal organ or on its Internet website or on an Internet site designated for its legal advertisements. The bid or proposal opportunity must be advertised in the Georgia Procurement Registry, provided that such posting is at no cost to the governmental entity.
- III. Advertisements must appear at least twice. The first advertisement must appear at least four weeks prior to the bid opening date. The second advertisement must follow at least two weeks after the first advertisement. Website advertisements must remain posted for at least four weeks. The Project must be available for inspection by the public on the first day of the advertisement. The advertisement must include details to inform the public of the extent and character of work to be performed, any pre-qualification requirements, any pre-bid conferences, and any federal requirements.
- IV. Recipient must require at least a 5 percent bid bond or certified check or cash deposit equal to 5 percent of the contract amount.
- V. Sealed bids, with a public bid opening, are required.
- VI. Recipient must award the contract to the low, responsive, and responsible bidder or bidders, with reservation of right to reject all bids.
- VII. Recipient may modify bidding documents only by written addenda with notification to all potential bidders not less than 72 hours prior to the bid opening, excluding Saturdays, Sundays, and legal holidays.
- VIII. Recipient must require 100 percent payment and performance bonds, if applicable.
- IX. Change orders may not be issued to evade the purposes of required bidding procedures. Change orders may be issued for changes consistent with the scope of the original project contract documents.

**EXHIBIT D
PAGE 2 OF 2**

X. Prior to disbursement of project-related funds, Recipient shall provide GEFA with copies of the following:

- A. Proof of advertising;
- B. Certified detailed bid tabulation;
- C. Recipient or Engineer's award recommendation;
- D. Governing body's award resolution;
- E. Executed contract documents;
- F. Project deliverables, invoices and payment schedules; and
- G. Notice to proceed;

XI. If other funding sources are involved that have stricter bidding requirements or if applicable laws or ordinances require stricter requirements, these stricter requirements shall govern.

XII. If Recipient wishes to fund work that may not fully meet the bidding requirements of this Agreement, then, prior to bidding this work, it shall submit a written request to GEFA that specific requirements be waived. Based on specific circumstances of the request, GEFA may require submission of additional information necessary to document that State laws and local ordinances are not violated and that the intent of the bid procedures set forth in this **Exhibit D** (public, open, and competitive procurement) is satisfied through alternate means.

XIII. Recipient is required to notify GEFA at least two weeks prior to the commencement of work funded under this Agreement and to schedule meetings so that a representative from GEFA may participate.

**EXHIBIT E
PAGE 1 OF 4****FEDERAL REQUIREMENTS****Recipient: CITY OF KINGSLAND****Grant Number: DWLSL2023033**

1. Recipient covenants that the Project will comply with the federal requirements applicable to activities supported with federal funds. Recipient further covenants that the Project will be constructed in compliance with state of Georgia objectives for participation by women's and minority business enterprises in projects financed with federal funds under the federal Safe Drinking Water Act. Recipient will comply with all federal and state of Georgia laws, rules, and regulations relating to maintenance of a drug-free workplace at the Project.
2. Recipient covenants to comply with the requirements of the Federal Single Audit Act, to the extent it applies to the expenditure of federal funds, including the Grant or any portion thereof. Recipient agrees to submit to GEFA copies of any audit prepared and filed pursuant to the requirements of this Section.
3. It is the policy of GEFA to promote a fair share award of sub-agreements to small and minority and women's businesses on contracts performed under GEFA. If the successful bidder plans to subcontract a portion of the Project, the bidder must submit to GEFA, with copy to Recipient within 10 days after bid opening, evidence of the positive steps taken to utilize small, minority, and women's businesses. Such positive efforts shall include:
 - a) including qualified small and minority and women's businesses on solicitation lists;
 - b) assuring that small and minority and women's businesses are solicited whenever they are potential sources;
 - c) dividing total requirements, when economically feasible, into small tasks or quantities to permit maximum participation of small and minority and women's businesses;
 - d) establishing delivery schedules, where the requirements of the work permit, to encourage participation by small and minority and women's businesses;
 - e) using the services and assistance of the U.S. Small Business Administration and the Office of Minority Business Enterprise of the U.S. Department of Commerce;
 - f) requiring each party to a subagreement to take the affirmative steps outlined in paragraphs (a) through (e) of this section.

EXHIBIT E
PAGE 2 OF 4

4. Recipient shall fully comply with Subpart C of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Responsibilities of Participants Regarding Transactions (Doing Business with Other Persons)." Recipient is responsible for ensuring that any lower tier covered transaction as described in Subpart B of 2 CFR Part 180 and 2 CFR Part 1532, entitled "Covered Transactions," includes a term or condition requiring compliance with Subpart C. Recipient is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier transactions. Recipient acknowledges that failure to disclose the information as required at 2 CFR 180.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Recipient may access the Excluded Parties List System at www.epls.gov. This term and condition supersedes EPA Form 5700-49. "Certification Regarding Debarment, Suspension, and Other Responsibility Matters."

5. Recipient shall insert in full in any contract in excess of \$2,000 which is entered into for actual construction, alteration and/or repair, including painting and decorating, financed in whole or in part from Federal funds and which is subject to the requirements of the Davis-Bacon Act, the document entitled "Supplemental General Conditions for Federally Assisted State Revolving Grant Fund Construction Contracts."
6. Recipient certifies to the best of its knowledge and belief that: No Federal appropriated funds have been paid in full or will be paid, by or on behalf of the Recipient, to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: The awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency or a Member of Congress in connection with this grant agreement, then Recipient shall fully disclose same to GEFA, and shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with instructions.

7. Recipient will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Recipient will comply with all sections of Executive Order 11246 – Equal Employment Opportunity.

EXHIBIT E
PAGE 3 OF 4

8. Recipient will not discriminate against any employee or applicant for employment because of a disability. Recipient will comply with section 504 of the Rehabilitation Act of 1973.
9. Reserved.
10. Recipient will comply with all federal requirements outlined in the Water Resources Reform and Development Act of 2014 and related Drinking Water State Revolving Fund Policy Guidelines, which the Recipient understands includes, among other requirements, that all of the iron and steel products used in the Project (as described in Exhibit A) are to be produced in the United States ("American Iron and Steel Requirement" – section 608 and/or "Build America Buy America Requirement") unless (i) the Recipient has requested from GEFA and obtained a waiver from the Environmental Protection Agency pertaining to the Project or (ii) GEFA has otherwise advised Recipient in writing that the American Iron and Steel Requirement or Build America Buy America Requirement is not applicable to the Project.
11. Recipient will comply with all federal requirements outlined in the Water Resources Reform and Development Act of 2014 and related Drinking Water State Revolving Fund Policy Guidelines, which Recipient understands includes, among other requirements, the development of a Fiscal Sustainability Plan (FSP) for the Project. Recipient has either certified that the FSP has been developed and is being implemented for the portion of the treatment works in the Project or Recipient has certified that an FSP will be developed and implemented for the portion of the treatment works in Project prior to the final disbursement of funds unless GEFA has otherwise advised the Recipient in writing that the development and implementation of an FSP is not applicable to the Project.
12. Recipient will comply with all record keeping and reporting requirements under the Safe Drinking Water Act, including any reports required by the Environmental Protection Agency or GEFA such as performance indicators of program deliverables, information on costs and project progress. Recipient understands that (i) each contract and subcontract related to the Project is subject to audit by appropriate federal and state entities and (ii) failure to comply with the Safe Drinking Water Act and this Agreement may be a default hereunder that results in a repayment of the Grant in advance and/or other remedial actions.
13. Recipient shall insert in full in any contract which is entered into for construction, alteration, maintenance, or repair of a public water system or treatment works, financed in whole or in part from Federal funds, the document entitled "American Iron and Steel Special Conditions and Information for Federally Assisted State Revolving Loan Fund Construction Contracts."

EXHIBIT E
PAGE 4 OF 4

14. Recipient will comply with the requirements and obligations of Title VI of the Civil Rights Act in accordance with 40 CFR Part 5 and 7. Among the requirements, Recipients must have a nondiscrimination notice, operate programs or activities that are accessible to individuals with disabilities, designate a civil rights coordinator, have a language access services policy, and maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves.
15. As required by 40 CFR Part 33.501(b), the Environmental Protection Agency (EPA) Disadvantaged Business Enterprise Rule requires State Revolving Loan recipients to create and maintain a bidders list. The purpose of a bidders list is to provide the Recipient who conducts competitive bidding with a more accurate database of the universe of Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) and non-MBE/WBE prime and subcontractors. The list must include all firms that bid on EPA-assisted projects, including both MBE/WBEs and non-MBE/WBEs. The bidders list must be kept active until the project period for the grant has ended.

The bidders list must contain the following information from all prime contractors and subcontractors:

- 1) Bidder's name with point of contact;
- 2) Bidder's mailing address, telephone number, and email address;
- 3) The procurement item on which the bidder bid or quoted, and when
- 4) Bidder's status as an MBE/WBE or non-MBE/WBE.

Recipients receiving a combined total of \$250,000 or less in federal funding in any one fiscal year, are exempt from the requirements to maintain a bidders list.

16. Recipient Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights (APR 2014);
 - 1) This contract and employees working on this contract will be subject to the whistleblower rights and remedies in the pilot program on Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub. L. 112-239) and FAR 3.908.
 - 2) Recipient shall inform its employees in writing, in the predominant language of the workforce, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in section 3.908 of the Federal Acquisition Regulation.
 - 3) Recipient shall insert the substance of this clause, including this paragraph (c), in all subcontracts over the simplified acquisition threshold.

EXHIBIT F**RECIPIENT AFFADAVIT****Recipient: CITY OF KINGSLAND****Grant Number: DWLSL2023033**

By executing this affidavit, the undersigned Recipient verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation that is engaged in the physical performance of services on behalf of the **Georgia Environmental Finance Authority** has registered with, is authorized to use, and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned Recipient will continue to use the federal work authorization program throughout the contract period and the undersigned Recipient will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Recipient hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work Authorization User Identification Number (E-Verify Number)

Date of Authorization

Name of Recipient

Name of Project

Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ____, 202____, in ____ (city), _____(state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 20_____.

NOTARY PUBLIC

My Commission Expires:_____



City Council
107 South Lee Street
Kingsland, GA 31548

TABLED

AGENDA ITEM (ID # 4484)

Meeting: 07/22/24 06:00 PM
Department: City Clerk
Category: Agreement
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4484

9.3

Approval of: MainPoint Employee Wellness Clinic MOU FY 2024-2025

A Memorandum of Understanding (MOU) establishing a cooperative partnership between the Camden County Board of Commissioners and the City of Kingsland, Georgia for providing onsite clinical medical services by Camden County to employees of the City of Kingsland. The city's pro-rata funding remains at 12% of the \$621,221 FY 24-25 budget, an increase of \$386 per month.

Staff recommends approval.

HISTORY:

06/10/24

City Council

POSTPONED

Next: 07/22/24

This item was postponed during the Consent Docket.

COUNTY OF CAMDEN

**MEMORANDUM OF UNDERSTANDING
ESTABLISHING A COOPERATIVE PARTNERSHIP
BETWEEN THE CAMDEN COUNTY BOARD OF COMMISSIONERS
AND THE CITY OF KINGSLAND, GEORGIA
FOR PROVIDING ONSITE CLINICAL MEDICAL SERVICES
BY CAMDEN COUNTY TO EMPLOYEES OF THE CITY OF KINGSLAND**

This Memorandum of Understanding (herein after the “MOU”) between the Camden County Board of Commissioners (herein after the “CCBC”) and the City of Kingsland, Georgia (herein after the “CITY”); entered into this the ____ day of _____, 2024 for providing of clinical medical services by Camden County for the employees of the City of Kingsland for the period starting July 1, 2024 and continuing through June 30, 2025 as defined and as agreed to as set forth herein:

1.

WHEREAS the CCBC and the CITY are lawful governments as envisioned by Georgia Law.

2.

WHEREAS the CCBC is a self-insured body for the purposes of providing health insurance benefits to CCBC’s employees; and the CITY has purchased a health insurance policy for the purposes of providing health insurance benefits to CITY’s employees.

3.

WHEREAS both CCBC and CITY desires to manage their employer provided health insurance costs in the most economical manner.

4.

WHEREAS CCBC has an established onsite medical clinic to provide a wellness program for employees in an attempt to reduce health insurance costs for CCBC. The clinic is at 701 Charles Gilman Jr. Avenue, Suite B, Kingsland, Georgia.

5.

WHEREAS CCBC has contracted with a local Georgia licensed physician, a nurse practitioner, and a Clinic Director/RN to oversee and provide medical services for CCBC's employees at the afore-stated clinic in a continued effort to reduce costs associated with the self-insured program.

6.

WHEREAS CCBC and CITY have entered into discussions that have led to the CITY and CCBC entering into this MOU which creates a cooperative partnership so as to allow CITY's employees to utilize the afore-stated clinic whereby the physician, nurse practitioner, and the registered nurses will provide an onsite medical clinical treatment program to CITY's employees while performing the onsite medical clinical treatment program for CCBC.

7.

NOW THEREFORE BE IT RESOLVED the CCBC and CITY hereby enters into this MOU which establishes a cooperative partnership between the parties hereto for the providing of onsite medical clinical services, to include pre-employment screenings and applicable firefighter physicals as part of the measured usage, to the employees of the City of Kingsland, pursuant to the following terms.

a.

This MOU shall be effective upon the final approval by the CCBC (Camden County Board of Commissioners) and CITY (the Council for the City of Kingsland, Georgia) and entered upon the lawful minutes of each political body.

b.

Operational dates of this MOU shall be effective on July 1, 2024, upon final approval by CCBC and CITY, and shall continue until either party provides proper notification for termination. Either CCBC or the CITY may terminate this MOU at any time by informing the other party in writing 30 days prior to the termination of the agreement which shall be delivered to the County Administrator for CCBC or the City Manger for the CITY.

c.

CCBC shall establish the medical clinics hours of operation as stated herein below; and shall have sole authority for the retaining of the afore-said professional medical services for this MOU and the clinic; the location and hours of operations shall be:

- i. Staff will be available during set operational hours.

d.

In the forming of this cooperative partnership the CCBC and the CITY shall each be responsible for the total clinic operations cost on a pro-rata basis pursuant to the following formula.

CCBC has determined the estimated budgeted operating cost for CCBC's Fiscal Year 2024-2025 to be \$621,221. This budgeted amount is to cover any and all expenses associated with the onsite clinic (physician, physician's assistant, registered nursing staff, malpractice liability insurance premiums, non-medical staff, medical supplies, medications, and the utility and maintenance costs to operate the clinic).

It has further been determined that the CITY utilized the onsite medical clinic for CCBC's Fiscal year 2023-2024 for a pro-rated use percentage of 12% of the total operating costs for the afore-stated fiscal budget year.

It is hereby agreed and consented to by the parties hereto that the CITY shall pay to CCBC 12% of the afore-stated \$621,221 budget, conditioned on the CITY use of the clinical services not exceeding the projected 12% use of the clinic for 2024-2025 Fiscal Budget Year.

CITY shall pay to CCBC the total annual amount of \$74,546.52 for medical services provided by the CCBC's onsite clinic to the CITY. Said annual amount shall be paid in 12 monthly installments of \$6,212.21. CITY shall pay CCBC for the monthly installment payment by the 10th day of each month for the services performed in the previous month starting with July 1, 2024.

The aforesaid formula for payment of clinical services provided to the CITY shall be reviewed by CCBC on a quarterly basis in an effort to keep the CITY informed of the percentage of clinical services provided and costs so associated with the provided services in comparison to the funding so allocated for the onsite clinic operations. Upon review of the quarterly reports, the CITY shall be notified by the CCBC of the actual costs and utilization as well as any differential in pay.

The quarterly reviews are for the periods of July 1, 2024 to September 30, 2024; October 1, 2024 to December 31, 2024; January 1, 2025 to March 31, 2025; and April 1, 2025 to June 30, 2025. The completed quarterly review shall be presented by the CCBC to CITY on or before the 20th day of the month following the quarter just completed.

e.

CITY will be notified by CCBC in a timely manner of a change in clinic's hour of operation so that the CITY's employees may schedule their time to meet with the health care providers. Representatives of the CCBC's Human Resources Department and the CITY's Human Resources Department shall meet as needed to work out clinic schedules as necessary.

f.

This MOU does not establish an employer/employee relationship between CITY's employees and CCBC.

g.

CITY agrees to hold harmless and indemnify CCBC from any damages, liability, actions, claims, or demands that may arise within the scope of this MOU in regards to CITY's agents, servants, employees, invitees, or licenses arising out of this MOU during the term of this MOU.

h.

The services as defined herein shall only be provided to those CITY employees, and their dependents, that are currently enrolled in the CITY's employer provided health insurance program. City shall provide to CCBC a list of currently enrolled employees in CITY's employer provided health insurance program as may be amended from time to time.

Hereby agreed to by the parties hereto on the date as approved:

This ____ day of ____ 2024

Ben L. Casey, Chairman
Camden County Board of Commissioners

ATTEST: _____
Kathryn Bishop, County Clerk

Dr. C. Grayson Day, Mayor
City of Kingsland, GA

This ____ day of ____ 2024

ATTEST: _____
Jo Seigler, City Clerk

MainPoint Health and Wellness FY 23 Quarterly Utilization Report		Camden County	City of St Marys	PSA	City of Kingsland	Totals
1st Quarter	July					
	Nurse Encounters	59	22	7	16	104
	Provider Encounters	91	41	8	18	158
	Provider Consults	31	18	5	4	58
	Total	181	81	20	38	320
	August					
	Nurse Encounters	113	24	9	19	165
	Provider Encounters	112	34	11	18	175
	Provider Consults	52	20	5	13	90
	Total	277	78	25	50	430
	September					
	Nurse Encounters	86	23	5	27	141
	Provider Encounters	88	22	2	11	123
	Provider Consults	45	16	2	23	86
	Total	219	61	9	61	350
Totals		677	220	54	149	1100
Percentage of Total Clinic Utilization		61.55%	20.00%	4.91%	13.55%	100.00%

2nd Quarter	October					
	Nurse Encounters	152	51	9	31	243
	Provider Encounters	96	37	3	21	157
	Provider Consults	31	22	4	9	66
	Total	279	110	16	61	466
	November					
	Nurse Encounters	98	17	6	15	136
	Provider Encounters	96	28	8	17	149
	Provider Consults	42	11	3	8	64
	Total	236	56	17	40	349
	December					
	Nurse Encounters	92	27	11	20	150
	Provider Encounters	102	22	4	22	150
	Provider Consults	40	23	5	11	79
	Total	234	72	20	53	379
Totals		749	238	53	154	1194
Percentage of Total Clinic Utilization		62.73%	19.93%	4.44%	12.90%	100.00%

3rd Quarter	January					
	Nurse Encounters	138	28	6	16	188
	Provider Encounters	111	39	2	25	177
	Provider Consults	57	20	3	10	90
	Total	306	87	11	51	455
	February					
	Nurse Encounters	146	27	8	20	201
	Provider Encounters	79	29	5	18	131
	Provider Consults	46	18	5	15	84
	Total	271	74	18	53	416
	March					
	Nurse Encounters	161	25	12	21	219
	Provider Encounters	134	27	3	34	198
	Provider Consults	53	18	7	16	94
	Total	348	70	22	71	511
Totals		925	231	51	175	1382
Percentage of Total Clinic Utilization		66.93%	16.71%	3.69%	12.66%	100.00%

4th Quarter	April					
	Nurse Encounters	163	31	5	19	218
	Provider Encounters	107	35	7	20	169
	Provider Consults	48	20	2	14	84
	Total	318	86	14	53	471
	May					
	Nurse Encounters	138	26	21	21	206
	Provider Encounters	114	33	1	14	162
	Provider Consults	71	14	2	16	103
	Total	323	73	24	51	471
	June					
	Nurse Encounters	129	37	12	15	193
	Provider Encounters	101	26	4	25	156
	Provider Consults	53	26	4	11	94
	Total	283	89	20	51	443
Totals		924	248	58	155	1385
Percentage of Total Clinic Utilization		66.71%	17.91%	4.19%	11.19%	100.00%

Grand Totals	Total Encounters	3275	937	216	633	5061
	Overall Percentage of Total Clinic Utilization	64.71%	18.51%	4.27%	12.51%	100.00%

Totals by Provider	Nurse	Provider	Provider Consult	Grand Totals
1st Quarter	410	456	234	1100
2nd Quarter	529	456	209	1194
3rd Quarter	608	506	268	1382
4th Quarter	617	487	281	1385
Totals	2164	1905	992	5061

MainPoint Health and Wellness FY 24 Quarterly Utilization Report		Camden County	City of St Marys	PSA	City of Kingsland	Totals
1st Quarter	July					
	Nurse Encounters	108	41	6	14	169
	Provider Encounters	101	30	2	21	154
	Provider Consults	49	26	2	10	87
	Total	258	97	10	45	410
	August					
	Nurse Encounters	117	30	13	11	171
	Provider Encounters	110	37	9	17	173
	Provider Consults	63	13	8	7	91
	Total	290	80	30	35	435
	September					
	Nurse Encounters	133	30	6	18	187
	Provider Encounters	109	39	3	30	181
	Provider Consults	55	17	3	12	87
	Total	297	86	12	60	455
	Totals	845	263	52	140	1300
	Percentage of Total Clinic Utilization	65.00%	20.23%	4.00%	10.77%	100.00%

2nd Quarter	October					
	Nurse Encounters	154	38	11	57	260
	Provider Encounters	102	31	6	34	173
	Provider Consults	57	17	5	15	94
	Total	313	86	22	106	527
	November					
	Nurse Encounters	124	25	6	14	169
	Provider Encounters	117	25	5	28	175
	Provider Consults	58	14	4	4	80
	Total	299	64	15	46	424
	December					
	Nurse Encounters	103	21	6	12	142
	Provider Encounters	95	25	5	20	145
	Provider Consults	63	12	2	7	84
	Total	261	58	13	39	371
	Totals	873	208	50	191	1322
	Percentage of Total Clinic Utilization	66.04%	15.73%	3.78%	14.45%	100.00%

3rd Quarter	January					
	Nurse Encounters	103	34	9	25	171
	Provider Encounters	112	31	5	31	179
	Provider Consults	54	22	5	14	95
	Total	269	87	19	70	445
	February					
	Nurse Encounters	127	27	4	16	174
	Provider Encounters	127	31	3	37	198
	Provider Consults	59	17	4	11	91
	Total	313	75	11	64	463
	March					
	Nurse Encounters	164	32	7	24	227
	Provider Encounters	136	39	3	28	206
	Provider Consults	51	24	4	13	92
	Total	351	95	14	65	525
	Totals	933	257	44	199	1433
	Percentage of Total Clinic Utilization	65.11%	17.93%	3.07%	13.89%	100.00%

4th Quarter	Totals	0	0	0	0	0
	Percentage of Total Clinic Utilization	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Grand Totals	Total Encounters	2651	728	146	530	4055
	Overall Percentage of Total Clinic Utilization	65.38%	17.95%	3.60%	13.07%	100.00%

Totals by Provider	Nurse	Provider	Provider Consult	Grand Totals
1st Quarter	527	508	265	1300
2nd Quarter	571	493	258	1322
3rd Quarter	572	583	278	1433
4th Quarter	0	0	0	0
Totals	1670	1584	801	4055



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4505)

Meeting: 07/22/24 06:00 PM
Department: City Clerk
Category: Miscellaneous
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4505

9.4

Approval of: Declaration of Surplus Vehicles to be Auctioned

1996 E-One Truck - The engine on this truck is an International/Detroit 40 Series 2 stroke that is 28 years old. The head of the block is blown and parts are not easily obtainable. The truck still runs and functions but is leaking oil from the engine block.

1989 Simon Duplex Ladder Truck - The engine on this 35 year old truck is blown and parts are not obtainable.

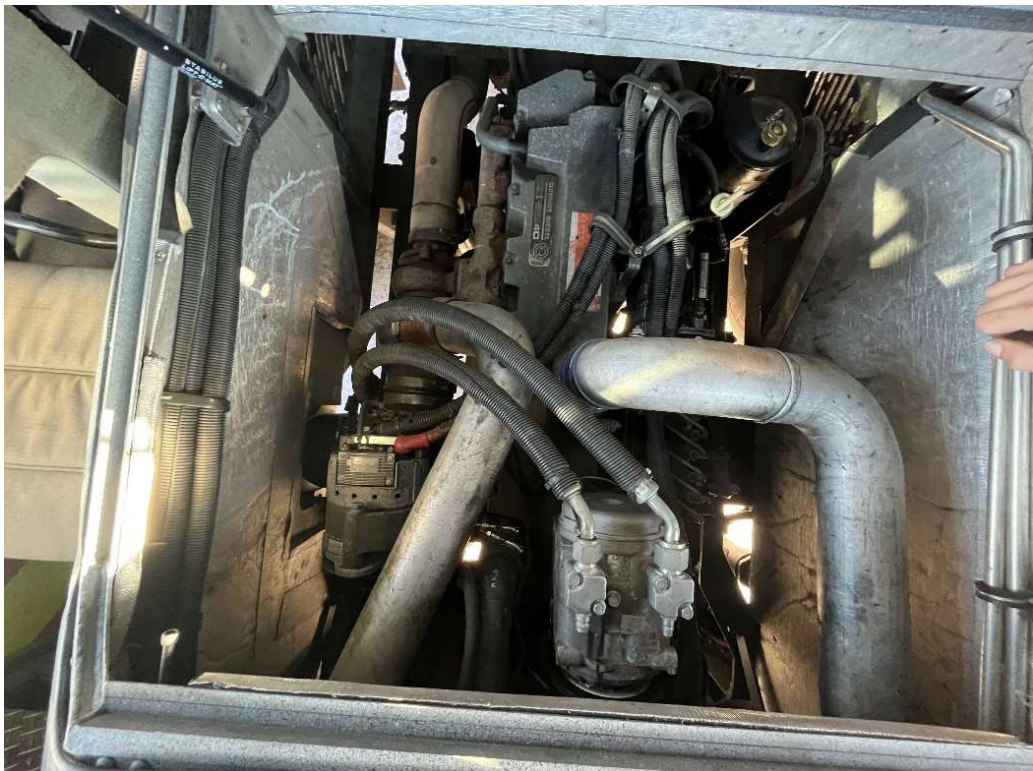
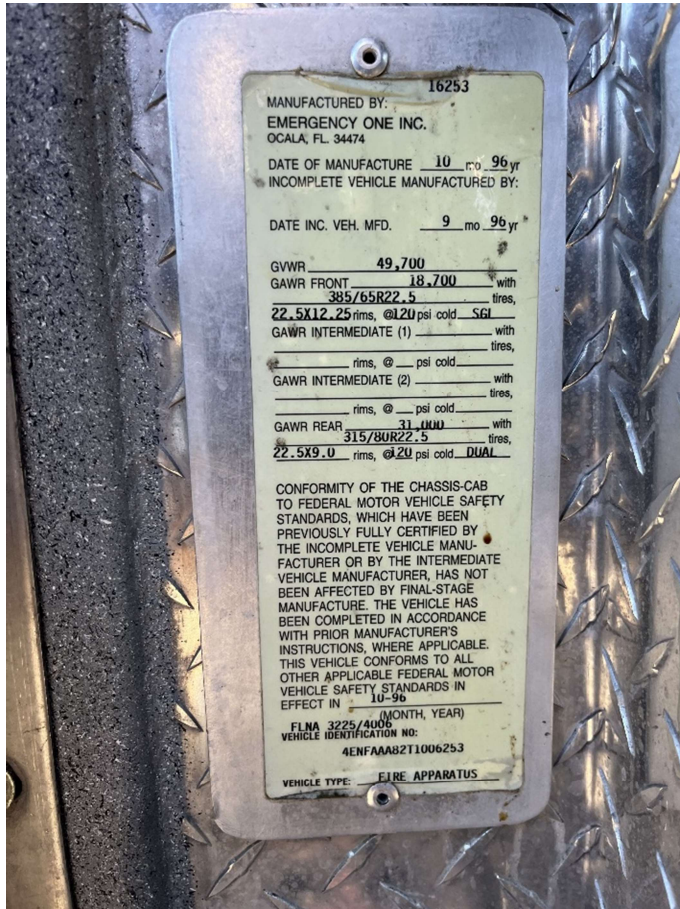
Staff recommends approval.



1996 E-One Fire Truck



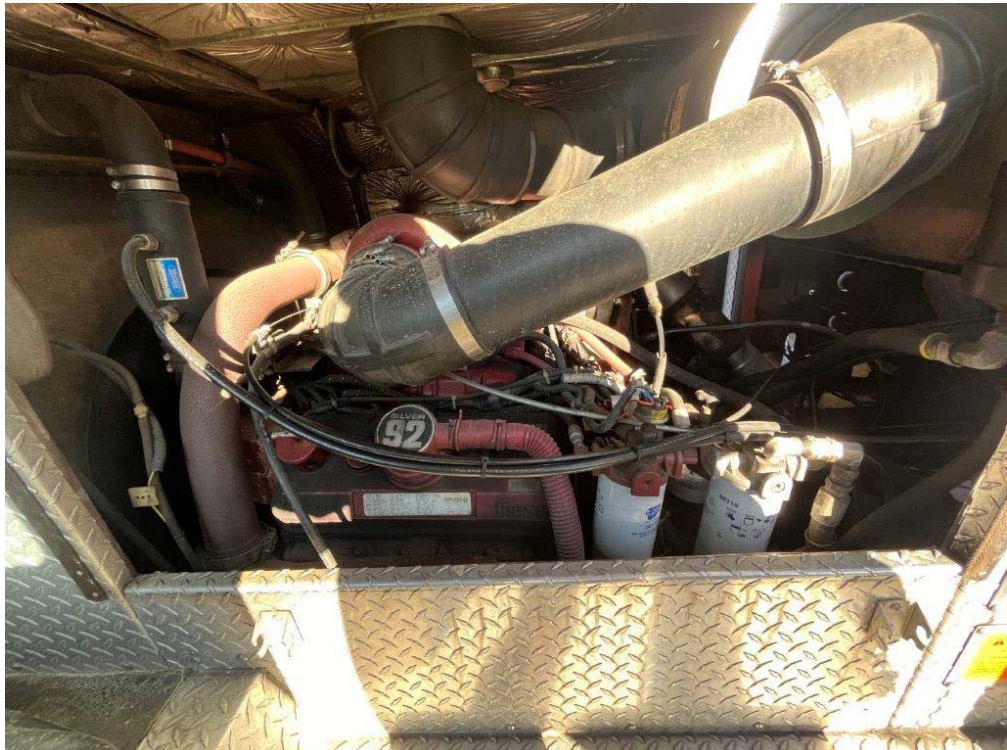
Attachment: Truck Pictures (4505 : Approval of: Declaration of Surplus Vehicles to be Auctioned)



Attachment: Truck Pictures (4505 : Approval of: Declaration of Surplus Vehicles to be Auctioned)



1989 Simon Duplex
Ladder Truck



Attachment: 1989 Simon Duplex Fire Truck (4505 : Approval of: Declaration of Surplus Vehicles to be Auctioned)



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4507)

Meeting: 07/22/24 06:00 PM
Department: City Clerk
Category: Policy
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4507

9.5

Approval of: Naoxone Policy

The City of Kingsland recognizes the continuing rise in prescription abuse and subsequent rise in heroin use has resulted in an increase in opioid overdoses. With this program, city personnel located in select public buildings will have access to nasal naloxone rescue kit. Naloxone is an opioid receptor blocker which, when administered quickly, will temporarily reverse the overdose. This initiative involves deployment of naloxone rescue kits to all City buildings where AED devices are located in compliance with Senate Bill 389.



City of Kingsland Policy: Naloxone Policy

I. OBJECTIVE:

The City of Kingsland recognizes the continuing rise in prescription abuse and subsequent rise in heroin use has resulted in an increase in opioid overdoses. With this program, city personnel located in select public buildings will have access to nasal naloxone rescue kit. Naloxone is an opioid receptor blocker which, when administered quickly, will temporarily reverse the overdose. It has been widely used by medical emergency responders across the nation with great success. The immediate effect of reversing the effects of the opioid will allow time for more advanced medical treatment. The objective is to treat and reduce the injury and fatality from opiate overdoses. This initiative involves the deployment of naloxone rescue kits to all City buildings where AED devices are located in compliance with Senate Bill 389.

II. POLICY:

It is the policy of the City of Kingsland that personnel may administer naloxone in accordance with the mandated guidelines set forth by Georgia law. All personnel are required to be initially trained in the use of naloxone by an instructor as required by the Georgia Department of Public Health rules and guidelines. The Fire Chief shall appoint a member of the fire department to the position of Naloxone Program Coordinator. This person shall be responsible for ordering, assigning, replacement, maintenance, and record retention for the program.

III. DEFINITIONS:

- Administration of Opioid Antagonist: The administration of an opioid antagonist by an authorized person pursuant to Georgia law.
- Emergency Medical Service (EMS): Services rendered by licensed Emergency Medical Technicians (EMT) or certified Emergency Medical Services first responders in response to a person's need for immediate medical care to prevent loss of life or aggravation of a physical illness or injury.
- Medical/Physician Director: A physician responsible for oversight of an opioid antagonist administration program, including providing for or ensuring the medical control of trained first responders; development, implementation, and evaluation of medical protocols; oversight of quality assurance activities; and compliance with Georgia Board of Pharmacy requirements.
- Naloxone Coordinator: A person designated by the Fire Chief to provide guidance and supervision for trained first responders equipped with naloxone, oversee training and services coordination, quality assurance, and reporting.
- Opioid: Any substance containing or derived from opium, including but not limited to heroin and morphine.
- Opioid Antagonist: A drug that nullifies, in whole or in part, the effects of an opioid. The opioid antagonist for the purpose of this policy is limited to naloxone.
- Opioid Antagonist Training Program: A training program conducted by an approved instructor by the Georgia Department of Public Health which prepares a person to



administer an opioid antagonist as shown by best practices or recommended by the Georgia Department of Public Health.

- Protocols: Predetermined, written medical care plans, including standing orders.

IV. PROCEDURE:

A. NALOXONE USE

1. The City of Kingsland will assign a minimum of three (3) naloxone kits to every patrol unit and in each AED emergency box on all premises.
2. When administering the naloxone kit, city personnel will:
 - Maintain universal precautions.
 - Perform victim assessment.
 - Determine unresponsiveness, absence of breathing, and/or no/faint pulse.
 - Update dispatch that the victim is in a potential overdose state. Dispatch will then update the Fire Department and EMS, if not already done, to arrange transport to a hospital emergency department.

B. MAINTENANCE AND REPLACEMENT

1. An inspection of the naloxone kit shall be the responsibility of the personnel to whom the kit is assigned and will be done each shift.
2. Naloxone kits must not be left in the patrol vehicles when not in use, especially in the summer months.
3. Missing or damaged naloxone kits will be reported to the department naloxone coordinator and documented with an incident report. The damaged kits will be forwarded to the naloxone coordinator.
4. Where any condition necessitates, the naloxone kit shall be taken offline and be submitted for replacement to the department naloxone coordinator.
5. Upon administering naloxone, a new kit shall be ordered and replaced.

C. DOCUMENTATION

Personnel will submit a report detailing the nature of the incident, the care the victim received, and the fact that naloxone was administered. The report will be forwarded to the department naloxone coordinator. These records must be completed for the statistical value of the naloxone program. The document shall be retrievable via hardcopy and electronically and shall be made available to members of Fire and EMS.

V. TRAINING

- A. All personnel will receive initial training that will include, at minimum, an overview of SB 389 that permits the use of naloxone, victim assessment (e.g., signs/symptoms of overdose), universal precautions, rescue breathing, seeking medical attention, and the use of intranasal naloxone as detailed in the standing order. Upon completion of training, personnel will have their training recorded with the Kingsland Fire & Rescue Department training unit, Naloxone Program Coordinator, and the medical director.



- B. Personnel will receive training refreshers during their yearly continuing education by the Department Training Coordinator and/or a member of an Emergency Management staff as approved by the Georgia Department of Public Health.

VI. PROTOCOL

- A. Activate the response of EMS and make the scene safe.
- B. Assess the victim:
 - I. If conscious or easily roused – do not give naloxone.
 - II. If not conscious, abnormal breathing with a pulse – give 4ml naloxone in one nostril.
 - III. If not conscious, abnormal breathing with no pulse – start CPR, notify dispatch that CPR is in progress, and administer 4ml naloxone in one nostril.
- C. Monitor the victim:
 - I. If breathing improves within one minute – place in the recovery position (as learned in first responder and CPR certification classes) and reassess frequently.
 - II. If breathing does not improve within one minute – administer 4ml naloxone in the other nostril.
- D. Upon arrival of EMS/Ambulance: give responding emergency services personnel a full report of victim assessment, use of naloxone, and victim's response to use of naloxone.

Senate Bill 395

By: Senators Dixon of the 45th, Watson of the 11th, Walker III of the 20th, Strickland of the 17th and Halpern of the 39th

AS PASSED

A BILL TO BE ENTITLED

AN ACT

1 To amend Titles 16, 20, 26, and 31 of the Official Code of Georgia Annotated, relating to
2 crimes and offenses; education; food, drugs, and cosmetics; and health, respectively, so as
3 to address opioid antagonists; to expand the exemption of naloxone from the definition of a
4 dangerous drug to include any opioid antagonist when used for drug overdose prevention;
5 to authorize the possession of opioid antagonists in schools; to provide a short title; to
6 authorize schools to maintain a stock supply of opioid antagonists; to authorize trained
7 school personnel to administer opioid antagonists and carry opioid antagonists on their
8 person; to provide for immunity; to provide for activation of the emergency medical services
9 system and notification of emergency contacts; to provide for educational resources,
10 guidelines, policy, training, and immunity relative to opioid antagonists; to revise language
11 relating to the prohibition on selling drugs through vending machines; to provide that
12 practitioners may dispense and supply opioid antagonists to certain individuals and entities;
13 to repeal the requirement that an opioid antagonist must have a prescription in order for a
14 individual who administers it to have civil, criminal, and professional immunity; to provide
15 immunity for harm reduction organizations that supply opioid antagonists to certain
16 individuals; to require that certain buildings maintain and make accessible opioid
17 antagonists; to provide for definitions; to provide for related matters; to repeal conflicting
18 laws; and for other purposes.

S. B. 395

- 1 -

Attachment: SB 395 (4507 : Approval of: Naoxone Policy)

BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:

SECTION 1.

Title 16 of the Official Code of Georgia Annotated, relating to crimes and offenses, is amended in Article 3 of Chapter 13, relating to dangerous drugs, by adding a new paragraph to subsection (c) of Code Section 16-13-71, relating to the definition of a dangerous drug, to read as follows:

"(16.92) Any opioid antagonist, as defined in Code Section 26-4-116.2, shall also be exempt from subsections (a) and (b) of this Code section when used for drug overdose prevention and when supplied by a dispenser or an authorized wholesale distributor."

SECTION 2.

Title 20 of the Official Code of Georgia Annotated, relating to education, is amended in Part 3 of Article 16 of Chapter 2, relating to student health in elementary and secondary education, by adding a new Code section to read as follows:

"20-2-776.5.

(a) This Code section shall be known and may be cited as 'Wesley's Law.'

(b) As used in this Code section, the term 'opioid antagonist' means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone, hydrochloride, or any other similarly acting drug that is approved by the federal Food and Drug Administration for the treatment of an opioid related overdose.

(c) No visitor or school personnel shall be prohibited from possessing an opioid antagonist on school property or at a school sponsored activity.

(d) All local school systems or public schools, including charter schools, shall acquire and maintain a supply of opioid antagonists in any secure location where an individual may have an opioid overdose; provided, however, that, if there occurs a shortage of opioid

antagonists, the local school systems or public schools, including charter schools, shall make a reasonable effort to maintain a supply of opioid antagonists. Any such supply shall be maintained in accordance with the manufacturer's instructions.

(e) Any school personnel may administer an opioid antagonist to any person who the school personnel believes in good faith to be experiencing an opioid overdose:

(1) While in school;

(2) While at a school sponsored activity;

(3) While under the supervision of school personnel; or

(4) Before or after normal school activities, such as while in a before-school or after-school program on school operated property.

(f) School personnel shall be authorized to carry an opioid antagonist on his or her person while in school, at a school sponsored activity, or on school operated property.

(g) Upon the administration of any opioid antagonist pursuant to this Code section, the local school system or public school, including charter schools, shall immediately activate the emergency medical services system and notify the student's parent, guardian, or emergency contact or notify such other individual's emergency contact, if known

(h) Any school personnel who in good faith administers or chooses not to administer an opioid antagonist pursuant to this Code section shall be immune from civil liability or professional discipline for any act or omission related to the administration of an opioid antagonist, except that such immunity shall not apply to an act or omission of willful or wanton misconduct, recklessness, or gross negligence.

(i) A local school system or public school, including a charter school, shall be immune from civil liability for an act or omission related to the implementation of the provisions of this Code section, except that such immunity shall not apply to an act or omission of willful or wanton misconduct, recklessness, or gross negligence."

SECTION 3.

Title 26 of the Official Code of Georgia Annotated, relating to food, drugs, and cosmetics, is amended in Chapter 4, relating to pharmacists and pharmacies, by revising Code Section 26-4-89, relating to prohibition of selling drugs in vending machines, remote automated medication system excluded, as follows:

"26-4-89.

(a) Any person who shall sell or dispense prescription drugs by the use of vending machines shall be guilty of a misdemeanor.

(b) A remote automated medication system shall not be considered a vending machine for purposes of this Code section."

SECTION 4.

Said title is further amended in said chapter by revising subsections (b), (d), and (e) of Code Section 26-4-116.2, relating to authorization of licensed health practitioners to prescribe opioid antagonists, pharmacists authorized to fill prescriptions, and immunity from liability, as follows:

"(b) A practitioner acting in good faith and in compliance with the standard of care applicable to that practitioner may prescribe and dispense an opioid antagonist for use in accordance with a protocol specified by such practitioner, and may supply opioid antagonists to a person at risk of experiencing an opioid related overdose or to a pain management clinic, first responder, harm reduction organization, family member, friend, or other person in a position to assist a person at risk of experiencing an opioid related overdose."

"(d) A person acting in good faith and with reasonable care to another person whom he or she believes to be experiencing an opioid related overdose may administer or supply an opioid antagonist ~~that was prescribed pursuant to subsection (b) of this Code section in~~

accordance with the protocol specified by the practitioner or pursuant to Code Section 31-1-10.

(e) The following ~~individuals~~ persons shall be immune from any civil liability, criminal responsibility, or professional licensing sanctions for the following actions authorized by this Code section:

(1) Any practitioner acting in good faith and in compliance with the standard of care applicable to that practitioner who prescribes an opioid antagonist pursuant to subsection (b) of this Code section;

(2) Any practitioner or pharmacist acting in good faith and in compliance with the standard of care applicable to that practitioner or pharmacist who dispenses or supplies an opioid antagonist pursuant to a prescription issued in accordance with subsection (b) of this Code section;

(3) The state health officer acting in good faith and as provided in Code Section 31-1-10; ~~and~~

(4) Any person acting in good faith, other than a practitioner, who administers or supplies an opioid antagonist pursuant to subsection (d) of this Code section; and

(5) Any harm reduction organization acting in good faith and within its scope of services that supplies an opioid antagonist to individuals at risk of experiencing an opioid related overdose."

SECTION 5.

Title 31 of the Official Code of Georgia Annotated, relating to health, is amended in Article 1 of Chapter 2A, relating to general provisions for the Department of Public Health, by adding a new Code section to read as follows:

"31-2A-20.

(a) As used in this Code section, the term:

(1) 'Automated external defibrillator' shall have the same meaning as set forth in Code Section 31-11-53.1.

(2) 'Courthouse' means a building occupied by judicial courts and containing rooms in which judicial proceedings are held, provided that such building contains an automated external defibrillator.

(3) 'Government entity' means any state board, commission, agency, or department, or the governing authority of any county, municipality, or consolidated government, but such term shall not include local school systems, public schools, charter schools, or university buildings.

(4) 'Opioid antagonist' shall have the same meaning as set forth in Code Section 26-4-116.2.

(5) 'Opioid related overdose' shall have the same meaning as set forth in Code Section 26-4-116.2.

(6) 'Qualified government building' means a building in which a government entity is housed or meets in its official capacity, including the portion occupied by a government entity of any building that is not publicly owned, provided that such building contains an automated external defibrillator.

(7) 'University building' means any building which forms a part of the University System of Georgia, including any college or university under the government, control, and management of the Board of Regents of the University System of Georgia, or any building under the control of the State Board of the Technical College System of Georgia.

(b) The department shall consult with the Department of Behavioral Health and Developmental Disabilities and may consult with any other medical, clinical, or peer support professionals or organizations it deems appropriate to identify and develop educational resources and guidelines on opioid related overdoses. The department shall develop a model training and implementation policy for opioid antagonist administration. All such educational resources and guidelines and the model training and implementation

policy shall be maintained in a prominent manner on the department's principal public website.

(c) All qualified government buildings and courthouses shall:

(1) Maintain a supply of at least three unit doses of opioid antagonists; and

(2) Ensure that such supply of opioid antagonists is available and accessible during regular business hours and outside of regular business hours for all government entity events.

(d) A government entity may make opioid antagonists accessible during government entity events that occur on property that is not publicly owned.

(e) No one employee, officer, agent, contractor, or other individual shall be solely responsible for providing training pursuant to subsection (f) of this Code section for any government entity.

(f)(1) Every government entity that is based in or operates out of a qualified government building shall establish and implement an internal training and implementation policy for opioid antagonist administration. Such policy may be based on the model training and implementation policy developed by the department pursuant to subsection (b) of this Code section. Each such government entity shall be authorized to receive and administer grants, gifts, contracts, moneys, and donations for the purpose of implementing this Code section.

(2) Each internal training and implementation policy provided for in paragraph (1) of this subsection shall:

(A) Provide details about how an individual can access opioid antagonist administration training;

(B) Specify the location or locations of the government entity's supply of opioid antagonists;

(C) Contain an affirmative statement that any trained individual may administer an opioid antagonist to any person whom the trained individual believes in good faith to be experiencing an opioid related overdose; and

(D) Contain the following statement: 'Georgia law provides that any trained individual shall be immune from civil liability or professional discipline for any good faith act or omission to act in the emergency administration of an opioid antagonist to a person believed to be having an opioid related overdose.'

(g) All employees, officers, agents, and contractors of government entities and all other individuals who receive training pursuant to subsection (f) of this Code section shall be immune from civil liability or professional discipline for any good faith act or omission to act related to the emergency administration of an opioid antagonist pursuant to this Code section. Good faith shall not include willful misconduct, gross negligence, or recklessness.

(h) Notwithstanding any law to the contrary, funds appropriated or otherwise made available to a government entity may be used to comply with the requirements of this Code section by such government entity.

(i) A government entity shall not be subject to civil liability for damages for any failure to provide an automated external defibrillator or opioid antagonist pursuant to this Code section."

SECTION 6.

All laws and parts of laws in conflict with this Act are repealed.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4508)

Meeting: 07/22/24 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 4508

9.6

Bid Award: 2024 LMIG Supplemental Asphalt Resurfacing

Scope of project includes resurfacing the following roads: Henrietta, Woodbridge, Norwood, Jacobs, Island, East Lily, South Satilla. Funding is from the supplemental 2024 Local Maintenance & Improvement Grant received in the amount of \$317,095.81 and \$85,226.19 from SPLOST funds.

Staff recommends low bidder, East Coast Asphalt, LLC, for a total of \$402,322

Bid Tabulation
 LMIG Asphalt Resurfacing Improvement
 RFP #COK 24-026
 Tuesday, July 16, 2024 @ 2:00 PM

Vendor	Henrietta Street	Woodbridge Road	Norwood Drive	Jacobs Street	Island Street	East Lily Street	South Satilla Street	Total Project Cost	Estimated Time of Completion
East Coast Asphalt, LLC	\$84,950.00	\$60,425.00	\$65,680.00	\$31,870.00	\$33,275.00	\$52,000.00	\$74,122.00	\$402,322.00	90 Days
The Scruggs Company	\$104,922.59	\$73,069.69	\$85,374.81	\$41,557.01	\$40,606.45	\$63,413.22	\$86,543.88	\$495,487.65	180 Days

*RFP was advertised on the City of Kingsland, GMA and GA Procurement Registry Websites.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 07/22/24 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 4512

AGENDA ITEM (ID # 4512)

Approval Of: Engineering Services for Al Gay Rd & Middle School Rd

Scope of services includes civil engineering services for design and project management for the surfacing of unimproved portions of Al Gay Road and Middle School Road.

Staff recommends low bidder, Roberts Civil Engineering, for \$48,200.



St Simons Island | Savannah | Jacksonville | Charleston | Baxley | Blackshear
www.robertscivilengineering.com

Civil Engineering Proposal
Al Gay Dr / Middle School Rd - Paving and Intersection
Design & Project Management
Kingsland, Georgia
Attachment A — Scope of Work
Date of Proposal: 06/19/2024

Roberts Civil Engineering (RCE) is pleased to present the following proposal for civil engineering services associated with design and project management for the surfacing of unimproved portions of Al Gay Drive and Middle School Road in Kingsland, GA. Project will include 1) base and pavement of an unimproved portion of Al Gay Drive (approximately 1,500 lf), (2) base and pavement of an unimproved portion of Middle School Road (approximately 300 lf), and (3) construction of a new intersection at Middle School Road and Al Gay Drive. The following summarizes the scope of work that RCE proposes to perform:

Lump Sum Cost

1. **Topo Survey** — Topographic survey will encompass the unimproved portion of Middle School Road and the proposed intersection of Middle School Road and Al Gay Drive:
 - a. Spot elevations
 - b. Contours
 - c. Visible above ground utilities
 - d. Existing right of way
 - e. Underground Utilities
 - f. Specimen Trees
2. **Civil Engineering Construction Plans** — A set of detailed site construction plans will include the following:
 - a. Staking Plan - The geometric design of Middle School Road and its proposed intersection with Al Gay Drive will be shown as well as other key features.

- b. Grading and Drainage Plan - The location of all drainage facilities and flow paths including spot elevations will be shown on the plan to indicate the drainage patterns within the intersection project area.
- c. Erosion, Sediment, and Pollution Control Plan (Not submitted to the State. Local Erosion Permitting only) - Best management practices will include erosion control and minimization of any discharge of project sediment during construction.
- d. General Details - Detailed drawings for utilities, storm piping, erosion control components, and miscellaneous other details are used to give further construction information to the contractor.

3. Estimate of Probable Cost

4. Bidding and Contract Management — The following services will be provided:

- a. Preparation of Final Specifications to Solicit Competitive Proposals
- b. Procurement of Qualified Contractors in Accordance with State of Georgia Public Procurement Code:
 - i. Preparation of Request for Proposals (RFP) or IFB
 - ii. Advertisement of RFP or IFB
 - iii. Pre-bid conference and Addendums
 - iv. Bid Opening
 - v. Bid Tabulation and Evaluation
 - vi. Contractor negotiations (if necessary)
 - vii. Value Engineering (if necessary)
 - viii. Recommendation of Award
 - ix. Contract Preparation and Execution
 - x. Pre-construction meeting
- c. Field Visits during Construction
- d. Review of all Pay Requests
- e. Punch List
- f. Contract Closeout

Total Lump Sum Cost: \$ 48,200

5. Plan Permitting (hourly services if needed) — The plans and reports will be coordinated with the Authority Having Jurisdiction to include the following:

- a. Preparation of Required Applications and Forms
- b. Submittal
- c. Coordination with reviewers
- d. Response to Comments

Hourly Services — Tasks not specifically stated in the Scope of Work are available on an hourly basis at RCE's current hourly rate at the time of service. These tasks could include but are not limited to revisions, additional permitting and meetings (or calls), and contractor coordination.

Current Hourly Rates

Principal Engineer	\$195
Project Manager	\$185
Sr. Project Engineer	\$185
Project Engineer	\$150
Sr. Field Engineer	\$150
Project Coordinator	\$130
Field Engineer	\$130
Draftsman	\$130
Admin	\$75

Notes:

1. Record drawings and closeouts are the responsibility of the Client.
2. Hourly rates are subject to change.

CONTRACT AGREEMENT

This Contract Agreement is entered into on this date _____, by and between **City of Kingsland, GA** (hereinafter “Client”) and **Roberts Civil Engineering, LLC** (hereinafter “Engineer”) (collectively the “Parties”)

1. Parties’ information:

CLIENT:	The City of Kingsland
Client Address:	PO Box 250
	Kingsland, GA 31548
Client Phone:	(912) 729-5613
Client Email:	lspell@kingslandgeorgia.com
 ENGINEER:	 Roberts Civil Engineering, LLC
Engineer Contact:	Bill Weeks
Engineer Address:	301 Sea Island Rd., Suite 10
	St. Simons Island, GA 31522
Engineer Phone:	(912) 638-9681
Engineer Email:	bweeks@robertscivilengineering.com

2. **Purpose:** Client desires to retain Engineer, as an independent contractor, to provide certain services as specified herein to Client and Engineer desires to provide such services to Client in accordance with the terms and conditions set forth herein.
3. **Scope of Work:** Engineer’s Scope of Work under this Contract Agreement shown in Attachment A (hereinafter “Scope of Work”). The Parties agree that any work performed by Engineer beyond the Scope of Work defined herein shall be performed at Client's expense based on the hourly fees described in Attachment A. The hourly rate services may include but are not limited to revisions, permitting, meetings, calls, bidding, and contractor coordination.
4. **Contract Price:** Engineer agrees to perform the Scope of Work as shown in Attachment A (hereinafter Contract Price”), subject to additions and deductions by Change Orders.
5. **Terms of Payment:** Client shall make payments in draws to Engineer on a monthly basis based on the percentage complete of the Scope of Work plus hourly fees for additional work and reimbursable expenses. Payment is due upon receipt of the invoice. A 1.5% interest fee will be charged for each 30-day period that elapses from the date of the invoice until receipt of payment.

6. **Stop Work Clause:** Billings become delinquent if not paid within thirty (30) days of the invoice date. If billings are not paid within thirty (30) days of the invoice date, RCE will stop all work until your account is brought current, or we will withdraw from engagement under this Agreement. The Client acknowledges and agrees that RCE is not required to continue work in the event of the Client's failure to pay on a timely basis for services rendered as required by this Agreement. The Client further acknowledges and agrees that in the event we stop work or withdraw from this Agreement as a result of the Client's failure to pay on a timely basis for services rendered as required by this Agreement, RCE shall not be liable to the Client for any damages that occur as a result of RCE's ceasing to render services.
7. **Contract Time:** Engineer agrees to obtain Substantial Completion and Final Completion in accordance with the schedules established by the Parties via an executed Change Order.
8. **Insurance:** Engineer shall maintain valid: (1) general liability insurance in the aggregate amount of \$1,000,000; (2) worker's compensation insurance in the amounts prescribed by law; and (3) errors and omissions insurance in the amount of \$1,000,000 or the duration of this Project with extended coverage for a period of 1 year following completion of the Project.
9. **Limitation of Liability:** Client agrees that Engineer and its agents and employees shall not be held responsible for any loss or damage sustained by Client, or additional costs incurred by Client, resulting from a delay caused by Client or its other Subcontractors, their agents or employees, or supplier, or by abnormal weather conditions, or by any other cause. The maximum liability that the Engineer shall incur shall be the lesser of the design fee or the insurance amount.
10. **Indemnity:** Client agrees to defend, indemnify and save harmless Engineer from and against any claim, cost, attorneys' fees incurred (including attorneys' fees incurred on any appeal), expense, liability, or damages attributable to bodily injury, sickness, disease, or death, or to damage to or destruction of property (including loss of use thereof), caused by, arising out of, resulting from, or occurring in connection with, in whole or in part, the performance of the Scope of Work by Client, its other Subcontractors and suppliers, or their agents, servants, or employees. Client shall not, however, be required to indemnify Engineer from or against claims solely arising out of Engineer's own negligence. Client shall strictly comply and shall ensure that its contractor(s) and other subcontractors comply with all federal, state, or local laws, statutes, codes, ordinances, rules, and regulations applicable to its presence or performance of any activity on the Project, including but not limited to permits required under the Federal Clean Water Act and local ordinances for land disturbance activity. The owner expressly agrees to indemnify, defend, and hold Engineer

harmless with respect to any fines, penalties, liabilities, or other consequences for its failure to so comply.

11. **Statute of Limitations:** Client agrees to file any and all claims against Engineer within one (1) year of the last date on which Engineer supplied or provided design for the project.
12. **Termination:** Either party may terminate this agreement after (15) calendar days of written notice. Engineer shall be paid for the amount of work completed through the notice of termination.
13. **Independent Contractor:** It is the intention of the Parties that the Engineer occupies the status of an independent contractor, as that term is generally understood in the construction industry. It is the intention of the Parties that: (i) the Engineer shall specifically not occupy the status of an agent, servant, or employee of the Client; and (ii) the relationship between the Engineer and the Client shall specifically not be that of a partnership, joint venture, or other similar association.
14. **Entire Agreement:** This Contract Agreement and the Attachments hereto constitute the sole and entire agreement between the Parties hereto with respect to the subject matter hereof and no modification of this Contract Agreement and Exhibits shall be binding unless signed by all Parties. No representation, promise, or inducement not included in this Contract Agreement or Exhibits shall be binding upon any party hereto.
15. **Counterparts:** This Contract Agreement may be executed in several counterparts, each of which shall constitute an executed original hereof.
16. **Engagement:** Engineer shall be engaged to begin the Scope of Work upon receipt of a signed Contract Agreement.

IN WITNESS WHEREOF the Parties hereto have caused this agreement to be executed as of the day and year first above written.

ENGINEER:

By: Johnathan Roberts
For: Roberts Civil Engineering, LLC
Its: Professional Engineer



CLIENT:

By: _____
For: _____
Its: _____



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4513)

Meeting: 07/22/24 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 4513

9.8

Approval Of: Engineering Services for Lakes Blvd East

Scope of services includes civil engineering services for design and project management for the surfacing of undeveloped portion of Lakes Blvd East.

Staff recommends low bidder, Roberts Civil Engineering, for \$86,800 + \$1,800 (for wetland, if needed).



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www.robertscivilengineering.com

Civil Engineering Proposal
Lakes Blvd East - Design & Project Management
Kingsland, Georgia
Attachment A — Scope of Work
Date of Proposal: 06/13/2024

Roberts Civil Engineering (RCE) is pleased to present the following proposal for civil engineering services associated with design and project management for the surfacing of an undeveloped portion of Lakes Blvd East in Kingsland, GA. Project will include overlay of an existing paved portion of Lakes Blvd East and design improvements for the intersection of Lakes Blvd East with Gross Road. The following summarizes the scope of work that RCE proposes to perform.

Lump Sum Cost

1. **Topo Survey** — Topographic surveys will encompass the undeveloped portion of Lakes Blvd East, the intersection of Lakes Blvd East and Wildcat Road, and the intersection of Lakes Blvd East and Gross Road. The surveys will include the following:
 - a. Spot elevations
 - b. Contours
 - c. Visible above ground utilities
 - d. Existing right of way
 - e. Underground Utilities
 - f. Specimen Trees
2. **Wetland Delineation** — We will visit the project area and determine if any freshwater jurisdictional and/or non-jurisdictional wetlands or streams are present on the subject property in accordance with the Corps of Engineers Wetland Delineation Manual; January 1987. We will delineate all wetlands and streams present within the project area. Following completion of the field work. We will prepare a field sketch and coordinate our finding with our surveyor for the location of wetlands and streams present for the preparation of the wetland survey plat.

3. **Agency Coordination** — We will prepare a Jurisdictional Determination Request for submittal to the USACE and provide ongoing coordination in order to acquire written verification of the jurisdictional limits on the subject property.
4. **Civil Engineering Construction Plans** — A set of detailed site construction plans will include the following:
 - a. Staking Plan - The geometric design of the roads and/or parking areas will be shown as well as other key features.
 - b. Grading and Drainage Plan - The location of all drainage facilities and flow paths including spot elevations will be shown on the plan to indicate the drainage patterns within the project area.
 - c. Erosion, Sediment, and Pollution Control Plan (Not submitted to the State. Local Erosion Permitting only) - Best management practices will include erosion control and minimization of any discharge of project sediment during construction.
 - d. General Details - Detailed drawings for utilities, storm piping, erosion control components, and miscellaneous other details are used to give further construction information to the contractor.
5. **Drainage Report** — A summary report will describe drainage design for the project area. The report will address the existing drainage system and the proposed drainage system.
6. **Estimate of Probable Cost**
7. **Bidding and Contract Management** — The following services will be provided:
 - a. Preparation of Final Specifications to Solicit Competitive Proposals
 - b. Procurement of Qualified Contractors in Accordance with State of Georgia Public Procurement Code:
 - i. Preparation of Request for Proposals (RFP) or IFB
 - ii. Advertisement of RFP or IFB
 - iii. Pre-bid conference and Addendums
 - iv. Bid Opening
 - v. Bid Tabulation and Evaluation
 - vi. Contractor negotiations (if necessary)
 - vii. Value Engineering (if necessary)
 - viii. Recommendation of Award
 - ix. Contract Preparation and Execution
 - x. Pre-construction meeting
 - c. Field Visits during Construction
 - d. Review of all Pay Requests
 - e. Punch List
 - f. Contract Closeout

Total Lump Sum Cost: \$ 86,800

Additional Variable Costs

8. **USACE Site Visit (if needed)** — If a field review of the subject property is requested by USACE, we will accompany them to the site to provide justification of any delineated wetland limits or isolated wetland determinations.

\$ 1,800

9. **Plan Permitting** — The plans and reports will be coordinated with the Authority Having Jurisdiction to include the following:
- a. Preparation of Required Applications and Forms
 - b. Submittal
 - c. Coordination with reviewers
 - d. Response to Comments

Hourly Services (see pg. 4)

Hourly Services — Tasks not specifically stated in the Scope of Work are available on an hourly basis at RCE's current hourly rate at the time of service. These tasks could include but are not limited to revisions, additional permitting and meetings (or calls), and contractor coordination.

Current Hourly Rates

Principal Engineer	\$195
Project Manager	\$185
Sr. Project Engineer	\$185
Project Engineer	\$150
Sr. Field Engineer	\$150
Project Coordinator	\$130
Field Engineer	\$130
Draftsman	\$130
Admin	\$75

Notes:

1. Record drawings and closeouts are the responsibility of the Client.
2. Hourly rates are subject to change.

CONTRACT AGREEMENT

This Contract Agreement is entered into on this date _____, by and between **City of Kingsland, GA** (hereinafter “Client”) and **Roberts Civil Engineering, LLC** (hereinafter “Engineer”) (collectively the “Parties”)

1. Parties’ information:

CLIENT:	The City of Kingsland
Client Address:	PO Box 250 Kingsland, GA 31548
Client Phone:	(912) 729-5613
Client Email:	lspell@kingslandgeorgia.com
 ENGINEER:	 Roberts Civil Engineering, LLC
Engineer Contact:	Bill Weeks
Engineer Address:	301 Sea Island Rd., Suite 10 St. Simons Island, GA 31522
Engineer Phone:	(912) 638-9681
Engineer Email:	bweeks@robertscivilengineering.com

2. **Purpose:** Client desires to retain Engineer, as an independent contractor, to provide certain services as specified herein to Client and Engineer desires to provide such services to Client in accordance with the terms and conditions set forth herein.
3. **Scope of Work:** Engineer’s Scope of Work under this Contract Agreement shown in Attachment A (hereinafter “Scope of Work”). The Parties agree that any work performed by Engineer beyond the Scope of Work defined herein shall be performed at Client's expense based on the hourly fees described in Attachment A. The hourly rate services may include but are not limited to revisions, permitting, meetings, calls, bidding, and contractor coordination.
4. **Contract Price:** Engineer agrees to perform the Scope of Work as shown in Attachment A (hereinafter Contract Price”), subject to additions and deductions by Change Orders.
5. **Terms of Payment:** Client shall make payments in draws to Engineer on a monthly basis based on the percentage complete of the Scope of Work plus hourly fees for additional work and reimbursable expenses. Payment is due upon receipt of the invoice. A 1.5% interest fee will be charged for each 30-day period that elapses from the date of the invoice until receipt of payment.
6. **Stop Work Clause:** Billings become delinquent if not paid within thirty (30) days of the invoice date. If billings are not paid with in thirty (30) days of the invoice date, RC

will stop all work until your account is brought current, or we will withdraw from engagement under this Agreement. The Client acknowledges and agrees that RCE is not required to continue work in the event of the Client's failure to pay on a timely basis for services rendered as required by this Agreement. The Client further acknowledges and agrees that in the event we stop work or withdraw from this Agreement as a result of the Client's failure to pay on a timely basis for services rendered as required by this Agreement, RCE shall not be liable to the Client for any damages that occur as a result of RCE's ceasing to render services.

7. **Contract Time:** Engineer agrees to obtain Substantial Completion and Final Completion in accordance with the schedules established by the Parties via an executed Change Order.
8. **Insurance:** Engineer shall maintain valid: (1) general liability insurance in the aggregate amount of \$1,000,000; (2) worker's compensation insurance in the amounts prescribed by law; and (3) errors and omissions insurance in the amount of \$1,000,000 or the duration of this Project with extended coverage for a period of 1 year following completion of the Project.
9. **Limitation of Liability:** Client agrees that Engineer and its agents and employees shall not be held responsible for any loss or damage sustained by Client, or additional costs incurred by Client, resulting from a delay caused by Client or its other Subcontractors, their agents or employees, or supplier, or by abnormal weather conditions, or by any other cause. The maximum liability that the Engineer shall incur shall be the lesser of the design fee or the insurance amount.
10. **Indemnity:** Client agrees to defend, indemnify and save harmless Engineer from and against any claim, cost, attorneys' fees incurred (including attorneys' fees incurred on any appeal), expense, liability, or damages attributable to bodily injury, sickness, disease, or death, or to damage to or destruction of property (including loss of use thereof), caused by, arising out of, resulting from, or occurring in connection with, in whole or in part, the performance of the Scope of Work by Client, its other Subcontractors and suppliers, or their agents, servants, or employees. Client shall not, however, be required to indemnify Engineer from or against claims solely arising out of Engineer's own negligence. Client shall strictly comply and shall ensure that its contractor(s) and other subcontractors comply with all federal, state, or local laws, statutes, codes, ordinances, rules, and regulations applicable to its presence or performance of any activity on the Project, including but not limited to permits required under the Federal Clean Water Act and local ordinances for land disturbance activity. The owner expressly agrees to indemnify, defend, and hold Engineer harmless with respect to any fines, penalties, liabilities, or other consequences for its failure to so comply.

11. **Statute of Limitations:** Client agrees to file any and all claims against Engineer within one (1) year of the last date on which Engineer supplied or provided design for the project.
12. **Termination:** Either party may terminate this agreement after (15) calendar days of written notice. Engineer shall be paid for the amount of work completed through the notice of termination.
13. **Independent Contractor:** It is the intention of the Parties that the Engineer occupies the status of an independent contractor, as that term is generally understood in the construction industry. It is the intention of the Parties that: (i) the Engineer shall specifically not occupy the status of an agent, servant, or employee of the Client; and (ii) the relationship between the Engineer and the Client shall specifically not be that of a partnership, joint venture, or other similar association.
14. **Entire Agreement:** This Contract Agreement and the Attachments hereto constitute the sole and entire agreement between the Parties hereto with respect to the subject matter hereof and no modification of this Contract Agreement and Exhibits shall be binding unless signed by all Parties. No representation, promise, or inducement not included in this Contract Agreement or Exhibits shall be binding upon any party hereto.
15. **Counterparts:** This Contract Agreement may be executed in several counterparts, each of which shall constitute an executed original hereof.
16. **Engagement:** Engineer shall be engaged to begin the Scope of Work upon receipt of a signed Contract Agreement.

IN WITNESS WHEREOF the Parties hereto have caused this agreement to be executed as of the day and year first above written.

ENGINEER:

By: Johnathan Roberts
 For: Roberts Civil Engineering, LLC
 Its: Professional Engineer



CLIENT:

By: _____
 For: _____
 Its: _____