



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • SEPTEMBER 23, 2024

Regular Meeting

City Council Chamber

6:00 PM

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

I. CALL TO ORDER AND WELCOME GUESTS

II. ROLL CALL

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

Mayor
Councilman
Councilman
Councilwoman
Mayor Pro Tem

III. INVOCATION AND PLEDGE TO THE FLAG

IV. CONSENT DOCKET

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

V. PRESENTATION

- 1. Presentation: Targeted Investment Program - Darren Harper, Camden County Joint Development Authority -
- 2. Presentation: Shy Duncan - Coastal Incentive Grant -

VI. GRANTING AUDIENCE TO THE PUBLIC

VII. OLD BUSINESS

VIII. NEW BUSINESS

1. Approval Of: Resolution #2024-11 Adoption of FY 2024-25 Operating & Capital Budget -
2. Approval Of: Georgia Gateway CID Millage Rate -

Georgia Gateway CID Board met on Monday, September 16, 2024. At the scheduled meeting the Board approved the CID millage to be set at 10 mills. This will generate \$11,520 for the CID Fund.

Staff recommends approval.

3. Bid Award: Lead Service Line Inventory Field Investigation -

GEFA grant funding in the amount of \$225,000 has been secured for the portion of this project related to field investigation. Additional grant funding is being pursued. If additional grant funding is not available, then the remaining amount will be funded in water/sewer operations.

Staff recommends low bid, GCU, LLC, in the amount of \$319,000.

4. Approval Of: TAP Grant Addendum #2 -

Thomas and Hutton TAP Grant Addendum #2 to update the database at three locations where the need for additional survey work has been identified because of development since the project began. Including Dairy Queen, New Brick Vault and Utilities near Coastal Pines Technical College, and Railroad and Signal Equipment at Gross and Haddock Road. Funding source is GDOT TAP Grant funds.

Staff recommends approval.

IX. MAYOR AND COUNCIL ANNOUNCEMENT

X. ADJOURNED



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 09/23/24 06:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4525

AGENDA ITEM (ID # 4525)

**Presentation: Targeted Investment Program - Darren Harper,
Camden County Joint Development Authority**



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 09/23/24 06:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Jean Seigler
Initiator: Jean Seigler
Sponsors:
DOC ID: 4526

AGENDA ITEM (ID # 4526)

Presentation: Shy Duncan - Coastal Incentive Grant



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4554)

Meeting: 09/23/24 06:00 PM
Department: Finance
Category: Budget
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 4554

8.1

Approval Of: Resolution #2024-11 Adoption of FY 2024-25 Operating & Capital Budget

**Resolution 2024-11
City of Kingsland
FY 2024-2025 Operating Budget**

8.1.a

	Department	FY 23-24 Current Budget	FY 24-25 Requested Budget	FY 24-25 Proposed Budget	\$ Increase/ Decrease from Requested Budget to Proposed Budget	Variance from FY 23-24 to Proposed FY 24-25		Summary of Changes From FY 23-24 Budget to FY 24-25 Proposed Budget
						% Change	\$ Increase/ Decrease	City-wide: Increases in health insurance premiums 14%(employer/employee); health clinic 6. liability insurance 20%(added \$48k cyber insurance) . Capital outlays \$37,531,732. Budget incl 2% COLA effective 1/1/2025, performance raises ranging 1%-3%, and \$500 Christmas bon (prorated for part-time and probationary employees). New positions recommended (6): police-2 p officers; fire-1 training officer, and public works- 1 crew leader & 2 crew workers (at midyear, departments reflect increase from absorbing full effect of FY24 salary increases (COLAs/raises: citywide & 9.5% police department; 10 new positions).
General Fund	General Fund Revenues	\$18,567,736	\$16,454,441	\$17,089,441	\$635,000	-7.96%	-\$1,478,295	Contingency of \$887,462; budget is based on the rollback millage rate of ____n Revenues are budgeted conservatively based on current trend. It is unknown at this time if reve will start to decline based on the future economy. Reduction from prior year is in cash carry for (CCF). This budget CCF of \$1,170,000 includes fire department burn building \$450k, brush t \$210k, and fire station #3 remodel \$510k (additional funds for fire station #3 remodel are in capital projects fund).
	Administration	\$1,509,452	\$1,603,490	\$1,603,490	\$0	6.23%	\$94,038	Increase in salaries, health clinic, health & liability insurance. Other increases are in PSA fun electricity and building repairs. Capital outlay is \$40,600.
	Information Technology	\$221,845	\$295,534	\$295,534	\$0	33.22%	\$73,689	Increase in salaries, health clinic, health & liability insurance. Increase in adding cyber security insurance \$48k. Capital outlay \$91,000. Shared department with water/sewer fund. (60%GF/40%WS)
	Finance	\$420,129	\$370,661	\$370,661	\$0	-11.77%	-\$49,468	Increase in salaries, health clinic, health & liability insurance. Decrease in transfers out to ca projects fund. Capital outlay is \$9,120. Shared department with water/sewer fund. (60%GF/40%WS)
	Municipal Court	\$765,572	\$977,684	\$979,204	\$1,520	27.90%	\$213,632	Increase in salaries, health clinic, health & liability insurance. Sharing admin employee to assist increased workload. Increase in fine add-ons based on mandates related to fines. Capital o \$29,020.
General Fund	Police	\$6,022,244	\$5,576,316	\$5,189,588	-\$386,728	-13.83%	-\$832,656	Increase in salaries, health clinic, health & liability insurance. Increases in gasoline, special resp team equipment & weapons, bullet proof vests, and duty weapons. New hire request for 2 p officers. Decrease in capital outlay from prior year due to additional vehicle purchase in FY24. Ca outlay \$244,000 & capital projects fund for new headquarters \$7.5m.
	Fire	\$4,052,255	\$4,034,963	\$3,794,963	-\$240,000	-6.35%	-\$257,292	Increase in salaries, health clinic, health & liability insurance. Increases in contracted services for with the county, education/training, supplies, small equipment, and uniforms. New hire reques one training officer. Decrease from prior year capital outlay. Capital outlay \$566,800 and ca projects fund \$2m for fire station #3 remodel.
	Public Works	\$2,790,164	\$2,726,496	\$2,726,496	\$0	-2.28%	-\$63,668	Increase in salaries, health clinic, health & liability insurance. New position request for 2 crew wo and 1 crew leader at midyear for highway 40 transfer from DOT. Decrease from prior year ca outlay. Capital outlay for \$255,000 and \$3,748,942 in SPLOST for road and drainage projects.
	Housing & Development	\$794,861	\$759,040	\$682,565	-\$76,475	-14.13%	-\$112,296	Increase in salaries, health clinic, health & liability insurance. Decrease in capital outlays and tran out from prior year.
General Fund	Econ. Dev./DDA	\$1,265,561	\$308,166	\$190,352	-\$117,814	-84.96%	-\$1,075,209	Increase in salaries, health clinic, health & liability insurance. Increases in supplies, downtown facil veterans park (upgrade plan), and events. Capital outlay \$53,000 in GF and \$998,552 in ca projects fund for the Lawn project.
	Fleet Services	\$322,948	\$500,376	\$369,126	-\$131,250	14.30%	\$46,178	Increase in salaries, health clinic, health & liability insurance. Increase in computer mainten building & vehicle repairs, and capital outlays. Capital outlay for \$54,000. Shared department water/sewer fund. (75%GF/25%WS)
	GF Total Expenditures	\$18,165,031	\$17,152,726	\$16,201,979	-\$950,747	-10.81%	-\$1,963,052	

Attachment: Council Summary FY 24-25 (4554 : Approval Of: Resolution #2024-11 Adoption of FY 2024-25

Resolution 2024-11
City of Kingsland
FY 2024-2025 Operating Budget

8.1.a

	Department	FY 23-24 Current Budget	FY 24-25 Requested Budget	FY 24-25 Proposed Budget	\$ Increase/ Decrease from Requested Budget to Proposed Budget	Variance from FY 23-24 to Proposed FY 24-25		Summary of Changes From FY 23-24 Budget to FY 24-25 Proposed Budget
						% Change	\$ Increase/ Decrease	City-wide: Increases in health insurance premiums 14%(employer/employee); health clinic 6. liability insurance 20%(added \$48k cyber insurance) . Capital outlays \$37,531,732. Budget incl 2% COLA effective 1/1/2025, performance raises ranging 1%-3%, and \$500 Christmas bon (prorated for part-time and probationary employees). New positions recommended (6): police-2 p officers; fire-1 training officer, and public works- 1 crew leader & 2 crew workers (at midyear, departments reflect increase from absorbing full effect of FY24 salary increases (COLAs/raises: citywide & 9.5% police department; 10 new positions).
Water / Sewer Fund	Revenues for Water/Sewer Fund	\$20,186,000	\$25,186,000	\$25,658,000	\$472,000	27.11%	\$5,472,000	Contingency of \$760,413; based on a 5% water/sewer rate increase. Last rate increase in 2010. Additional increases related to new growth in water/sewer customers and bond proceed water/sewer projects.
	Administration	\$650,625	\$619,661	\$619,661	\$0	-4.76%	-\$30,964	Increase in salaries, health clinic, health & liability insurance. Decreases in purchased/contr services for software. Capital outlay for \$35,000.
	Information Technology	\$146,874	\$196,637	\$196,637	\$0	33.88%	\$49,763	Increase in salaries, health clinic, health & liability insurance. Increase in adding cyber security insurance \$48k. Capital outlay \$91,000. Shared department with water/sewer fund. (60%GF/40%W
	Finance	\$290,665	\$246,429	\$246,429	\$0	-15.22%	-\$44,236	Increase in salaries, health clinic, health & liability insurance. Decrease in transfers out to ca projects fund. Capital outlay is \$9,120. Shared department with water/sewer fund. (60%GF/40%WS)
	Fleet Services	\$130,592	\$167,680	\$123,930	-\$43,750	-5.10%	-\$6,662	Increase in salaries, health clinic, health & liability insurance. Increase in computer mainten building & vehicle repairs, and capital outlays. Capital outlay for \$54,000. Shared department water/sewer fund. (75%GF/25%WS)
Water / Sewer	Operations	\$18,390,202	\$23,585,930	\$23,710,930	\$125,000	28.93%	\$5,320,728	Increase in salaries, health clinic, health & liability insurance. Increases in landfill fees, water syste vehicle repairs, supplies, electricity, and capital outlays. Capital outlays for \$18,145,000 and SPL funded \$2,793,684.
	Water/Sewer Fund Total Expenses	\$19,608,958	\$24,816,337	\$24,897,587	\$81,250	26.97%	\$5,288,629	
Solid Waste	Solid Waste Revenues	\$2,143,890	\$1,885,039	\$1,885,039	\$0	-12.07%	-\$258,851	Contingency of \$115,244; based on residential solid waste rate remaining the sa Includes cash carry forward (443,014) for prior year capital outlays arriving in FY25.
	Expenses	\$2,020,972	\$1,769,795	\$1,769,795	\$0	-12.43%	-\$251,177	Increase in salaries, health clinic, health & liability insurance. Increases in landfill fees and decreas in capital outlays from prior year. Capital outlays for \$443,014.
Other Funds	Confiscated Assets Fund	\$51,000	\$51,000	\$51,000	\$0	0.00%	\$0	Based on estimated confiscated assets and CISCO funds.
	CDBG-DR Grant	\$750,125	\$875,626	\$875,626	\$0	16.73%	\$125,501	Based on grant funding for homeowner rehabilitation and reconstruction program to fulfill ur housing needs resulting from Hurricane Irma (2017).
	TAP Grant	\$528,995	\$265,600	\$265,600	\$0	-49.79%	-\$263,395	Based on remaining grant funds for Phase I of Boone Street Pedestrian and Bicycle Improver Project.
	Infrastructure Reserve Fund	\$70,000	\$6,490,000	\$6,490,000	\$0	9171.43%	\$6,420,000	Reserved infrastructure funds transferring out to capital projects fund for the construction of police headquarters (\$5M) and fire station #3 remodel (\$1,490,000).
	Multiple Grant Fund	\$307,926	\$317,525	\$317,525	\$0	3.12%	\$9,599	Based on various grant awards expected during the fiscal year. Includes police vest grant \$10, LMIG 265,650; Safety grant \$16,000; and Health & Wellness grant \$9,000; Coastal Incentive C \$16,875.
	Georgia Gateway Community Improvement District	\$1,153	\$1,152	\$11,520	\$10,368	899.13%	\$10,367	Special Revenue Fund used to account for the component unit activities of the commi improvement district. Budgeted funds represent tax revenues generated within the district base 10 mill. Previous millage was at 1 mill.

Attachment: Council Summary FY 24-25 (4554 : Approval Of: Resolution #2024-11 Adoption of FY 2024-25

**Resolution 2024-11
City of Kingsland
FY 2024-2025 Operating Budget**

8.1.a

	Department	FY 23-24 Current Budget	FY 24-25 Requested Budget	FY 24-25 Proposed Budget	\$ Increase/ Decrease from Requested Budget to Proposed Budget	Variance from FY 23-24 to Proposed FY 24-25		Summary of Changes From FY 23-24 Budget to FY 24-25 Proposed Budget
						% Change	\$ Increase/ Decrease	City-wide: Increases in health insurance premiums 14%(employer/employee); health clinic 6. liability insurance 20%(added \$48k cyber insurance) . Capital outlays \$37,531,732. Budget incl 2% COLA effective 1/1/2025, performance raises ranging 1%-3%, and \$500 Christmas bon (prorated for part-time and probationary employees). New positions recommended (6): police-2 p officers; fire-1 training officer, and public works- 1 crew leader & 2 crew workers (at midyear, departments reflect increase from absorbing full effect of FY24 salary increases (COLAs/raises: citywide & 9.5% police department; 10 new positions).
Other Funds	Tax Allocation District #1	\$1,552	\$1,542	\$1,542	\$0	-0.64%	-\$10	Special Revenue Fund used to account for incremental tax generated for Kingsland TAD #1. Budg funds represent incremental tax from the certified base of 2012.
	Tax Allocation District #2	\$44,185	\$70,000	\$70,000	\$0	100.00%	\$25,815	Special Revenue Fund used to account for incremental tax generated for Kingsland TAD #2. Budg funds represent incremental tax from the certified base year of 2022.
	CVB Fund (Tourism)	\$1,627,147	\$1,715,371	\$1,715,371	\$0	5.42%	\$88,224	Contingency of \$762,379. Revenues of \$616,000 are based on 44% of lodging tax; cash (forward \$1,069,371; county HMT contract \$25,000, and merchandise sales \$4,500. Includes B approved line item expenditures.
	Hotel/Motel Tax Fund	\$1,350,000	\$1,400,000	\$1,400,000	\$0	3.70%	\$50,000	Based on estimated lodging tax revenues.
	Downtown Development Authority Fund	\$177,780	\$180,400	\$180,400	\$0	1.47%	\$2,620	Funded by DDA fundraising events. All expenses paid directly from the DDA checking account. (carry forward \$125,000.
	Kingsland Development Authority	\$0	\$0	\$0	\$0	0.00%	\$0	Special Revenue Fund used to account for the blended component unit for activity related to finan the construction of the City's public buildings and any other such powers enacted into law for authority.
	SPLOST Fund #8	\$3,650,000	\$6,469,029	\$6,469,029	\$0	77.23%	\$2,819,029	Based on SPLOST VIII revenues ending June 2025 and cash carry forward. Distribution at a ra County-wide SPLOST multiplied by Kingsland's share. Includes: road projects, water and s projects as outlined in the SPLOST referendum.
	SPLOST Fund #9	\$0	\$448,942	\$448,942	\$0	-	\$448,942	Based on SPLOST IX revenues starting July 2025. Distribution at a rate of County-wide SPL multiplied by Kingsland's share. Includes drainage projects (Gross Road retention pond) as outline the SPLOST referendum.
	Capital Projects Fund	\$4,240,962	\$10,498,522	\$10,498,522	\$0	147.55%	\$6,257,560	Includes transfer in from infrastructure reserve fund for new police station headquarters constru and fire station #3 remodel. Capital projects include \$7.5m new police station headquarters, \$2m station #3 remodel, and \$998,552 cash carry forward for The Lawn masterplan development.
	Debt Service Revenue Bond	\$229,500	\$238,000	\$238,000	\$0	3.70%	\$8,500	17% of the lodging tax is accounted here for the bond payment of the welcome center.
	Mayor C. Grayson Day, Jr.						Date	
The undersigned hereby certifies that he or she is the Clerk of the City of Kingsland, Georgia and that the foregoing is a true copy of the Resolution adopted by the governing body of the City at a meeting duly held on the 23rd of September 2024, at which a quorum was present and acting throughout, and that the same has not been rescinded or modified and is now effective day of the new fiscal year, <u>October 1st, 2024 through September 30, 2025</u> . Give under the seal of the City, this _____, 2024.								
	(SEAL)							

Attachment: Council Summary FY 24-25 (4554 : Approval Of: Resolution #2024-11 Adoption of FY 2024-25

Capital Outlay Request

8.1.b

Organization: Year:

Department: Submitted by:

Budget:

Annual Capital Outlay Requests													
Dept	Account	Name	Description/Purpose	New or Used	Qty.	Unit Cost/Rate	Total	General 100	SPLOST VIII 322	SPLOST IX 323	Capital Projects 350	Water 505	SW 540
Administration													
100-45	1540-542400	Computer Software	Agenda/Minutes software upgrade	Replace	1	\$ 10,600	\$ 10,600	\$10,600					
100-45	1540-542400	Computer Software	Tax software upgrade	Replace	1	\$ 30,000	\$ 30,000	\$30,000					
100-45 Total			Administration Department Total				\$ 40,600	40,600	0	0	0	0	
Information Technology													
100/505-46	1535-542500	Equipment	HP or Cisco switches/routers	New	1	\$ 16,000	\$ 16,000	\$9,600				\$6,400	
100/505-46	1535-542500	Equipment	VM hardware	New	1	\$ 70,000	\$ 70,000	\$42,000				\$28,000	
100/505-46	1535-542500	Equipment	Thinkgard	New	1	\$ 5,000	\$ 5,000	\$3,000				\$2,000	
100/505-46 Total			IT Department Total				\$ 91,000	\$ 54,600	0	0	0	36,400	
Finance													
100-48	1510-542400	Computer Software	Budget software upgrade	Upgrade	1	\$ 9,120	\$ 9,120	\$5,472				\$3,648	
100-48 Total			Finance Department Total				\$ 9,120	5,472	0		0	3,648	
Court													
100-49	2100-542300	Furniture/Fixtures	AC unit	Replace	1	\$ 9,000	\$ 9,000	\$9,000					
100-49	2100-542300	Furniture/Fixtures	Workstation build-out	Upgrade	1	\$ 6,000	\$ 6,000	\$6,000					
100-49	2100-542410	Court Technology	Walk-thru metal detector upgrades	Upgrade	1	\$ 6,000	\$ 6,000	\$6,000					
100-49	2100-242500	Equipment	Copier	Replace	1	\$ 8,020	\$ 8,020	\$8,020					
100-49 Total			Court Department Total				\$ 29,020	\$ 29,020	\$ -		\$ -	\$ -	\$ -
Police													
100-50	3210-542200	Vehicles	Admin vehicles	New	2	\$ 40,000	\$ 80,000	\$80,000					
100-50	3210-542500	Equipment	Installed equipment-admin vehicles	New	2	\$ 15,000	\$ 30,000	\$30,000					
100-50	3210-542500	Equipment	Installed equipment-patrol vehicles	New	5	\$ 20,000	\$ 100,000	\$100,000					
100-50	3210-542500	Equipment	FLIR drone	New	1	\$ 9,000	\$ 9,000	\$9,000					
100-50	3210-542400	Computers	Storage device	New	1	\$ 25,000	\$ 25,000	\$25,000					
350-00	3210-541300	Buildings	Police department headquarters	New	1	\$7,500,000	\$ 7,500,000				\$7,500,000		
100-50 Total			Police Department Total				\$ 7,744,000	244,000	0		7,500,000	0	
Fire													
100-55	3510-541200	Site Impr	Signage (outside signage, station 3)	New	1	\$ 10,000	\$ 10,000	\$10,000					
100-55	3510-541300	Buildings	Burn building unit at training grounds	New	1	\$ 450,000	\$ 450,000	\$450,000					
100-55	3510-542300	Furniture/Fixtures	Furniture & fixtures - firehouse 3	New	1	\$ 70,000	\$ 70,000	\$70,000					
100-55	3510-542500	Equipment	Gas monitor	New	1	\$ 11,000	\$ 11,000	\$11,000					
100-55	3510-542500	Equipment	Inflatable fire prevention house	New	1	\$ 10,800	\$ 10,800	\$10,800					
100-55	3510-542400	Computer Software	Employee training & performance tracking	New	1	\$ 15,000	\$ 15,000	\$15,000					
350-00	3510-541300	Building Impr	Remodel Firehouse 3	Upgrade	1	\$2,000,000	\$ 2,000,000				\$2,000,000		
100-55 Total			Fire Department Total				\$ 2,566,800	566,800	0		2,000,000	0	
Public Works													
100-60	4100-542200	Vehicles	Pick up truck (1/2 ton)	New	2	\$ 50,000	\$ 100,000	\$100,000					
100-60	4100-542200	Vehicles	Pick up truck (3/4 ton, 2WD)	New	1	\$ 75,000	\$ 75,000	\$75,000					
100-60	4100-542200	Vehicles	Pick up truck (utility body	New	1	\$ 80,000	\$ 80,000	\$80,000					
322-43	4100-541400	Infrastructure	Road Projects (CWP, Lakes Blvd, Al Gay)	New	1	\$3,300,000	\$ 3,300,000		\$3,300,000				
323-43	4100-541400	Infrastructure	Drainage Projects (Gross Rd 13 acre pond)	New	1	\$ 448,942	\$ 448,942			\$448,942			
100-60 Total			Public Works Department Total				\$ 4,003,942	255,000	3,300,000	448,942	0	0	
Economic Development/Downtown Development													
100-68	7500-541200	Site Impr	Gateway monument sign, exit 3	New	1	\$ 53,000	\$ 53,000	\$53,000					
350-00	7550-541300	Buildings	The Lawn Masterplan development	New	1	\$1,000,000	\$ 998,552				\$998,552		
100-68 Total			Economic Dev/DDA Department Total				\$ 1,051,552	53,000	0		998,552	0	
Fleet Services													
100/505-70	4600-542200	Vehicles	Pickup truck (1/2 ton)	New/Used	1	\$ 40,000	\$ 40,000	\$30,000				\$10,000	
100/505-70	4600-542500	Equipment	Wheel balancer	New	1	\$ 7,000	\$ 7,000	\$5,250				\$1,750	
100/505-70	4600-542500	Equipment	Tire changer	New	1	\$ 7,000	\$ 7,000	\$5,250				\$1,750	
100/505-70 Total			Fleet Department Total				\$ 54,000	40,500	0		0	13,500	

Attachment: Capital Outlay ALL FUNDS 2024-25 (4554 : Approval Of: Resolution #2024-11 Adoption of FY

Capital Outlay Request

Organization: Year:

Department: Submitted by:

Budget:

Annual Capital Outlay Requests													
Dept	Account	Name	Description/Purpose	New or Used	Qty.	Unit Cost/Rate	Total	General 100	SPLOST VIII 322	SPLOST IX 323	Capital Projects 350	Water 505	SW 540
Water/Sewer Administration													
505-45	4450-542200	Vehicles	Pickup truck (meter technician)	New/Used	1	\$ 35,000	\$ 35,000					\$35,000	
100/505-70 Total			Fleet Department Total				\$ 35,000	0	0		0	35,000	
Water /Sewer Operations													
505-90	4410-542100	Mach/Equip	Valve Exercise Machine	New	1	\$ 72,000	\$ 72,000					\$72,000	
505-90	4410-542100	Mach/Equip	Insertive Valves	New	1	\$ 20,000	\$ 20,000					\$20,000	
505-90	4335-542200	Vehicles	Pick up truck (3/4 ton, utility)	New	1	\$ 80,000	\$ 80,000					\$80,000	
322-43	4400-541400	Infrastructure	Force main under I-95	SPLOST/ WS OPS	1	\$3,500,000	\$ 3,500,000		\$2,000,000			\$1,500,000	
322-43	4400-542500	Equipment	Sewer pumps	SPLOST	1	\$ 793,684	\$ 793,684		\$793,684				
505-90	4335-541400	Infrastructure	May Creek Sewer Improvements	Bonds	1	\$ 600,000	\$ 600,000					\$600,000	
505-90	4410-541400	Infrastructure	Water line extension to exit 1-Haddock Rd	Bonds	1	\$1,000,000	\$ 1,000,000					\$1,000,000	
505-90	4410-541400	Infrastructure	Water lines to serve CWP	Bonds	1	\$1,750,000	\$ 1,750,000					\$1,750,000	
505-90	4335-541400	Infrastructure	Sewer lines to serve CWP	Bonds	1	\$3,000,000	\$ 3,000,000					\$3,000,000	
505-90	4335-541400	Infrastructure	Pump station exit 1, force main	Bonds	1	\$3,000,000	\$ 3,000,000					\$3,000,000	
505-90 Total			Water/Sewer Operations Total				\$ 13,815,684	0	2,793,684	0	0	11,022,000	
Water Treatment Plant													
505-90	4410-542200	Vehicles	Pickup truck (1/2 ton)	New	1	\$ 50,000	\$ 50,000					\$50,000	
505-90	4410-541400	Infrastructure	Lead/copper lines replacement	Replace	1	\$ 150,000	\$ 275,000					\$275,000	
505-90	4410-541300	Buildings	New plant #3 & office (Gross Road)	Bonds	1	\$5,500,000	\$ 5,500,000					\$5,500,000	
505-90	4410-541400	Infrastructure	Kingsland West booster pump station	Bonds	1	\$ 500,000	\$ 500,000					\$500,000	
505-90 Total			Water Treatment Plant Total				\$ 6,325,000	0	0		0	6,325,000	
Waste Water Treatment Plant													
505-90	4335-542200	Vehicles	Pick up trucks (1/2 ton, 2 wd)-sample testing	New	1	\$ 50,000	\$ 50,000					\$50,000	
505-90	4335-542200	Vehicles	Pick up trucks (3/4 ton, 2 wd) utility-maint. crew	New	1	\$ 80,000	\$ 80,000					\$80,000	
505-90	4335-541200	Site Impr	Replace fencing at various lift stations	New	1	\$ 10,000	\$ 10,000					\$10,000	
505-90	4335-542100	Mach/Equip	Hach control boxes	New	1	\$ 3,000	\$ 3,000					\$3,000	
505-90	4335-542300	Furniture/Fixtures	A/C Replacement	New	1	\$ 10,000	\$ 10,000					\$10,000	
505-90	4335-542100	Mach/Equip	SBR Rehabilitation (includes decanter)	Rehab	1	\$ 80,000	\$ 80,000					\$80,000	
505-90	4335-542100	Mach/Equip	Blowers	Replace	1	\$ 15,000	\$ 15,000					\$15,000	
505-90	4335-542100	Mach/Equip	Belt press	Bonds	1	\$ 440,000	\$ 440,000					\$440,000	
505-90	4335-541400	Infrastructure	Pipe Lining (Infiltration)	Upgrade	1	\$ 20,000	\$ 20,000					\$20,000	
505-90	4335-541400	Infrastructure	Lift Station upgrade -(various)	Upgrade	1	\$ 50,000	\$ 50,000					\$50,000	
505-90	4335-541400	Infrastructure	Manholes (various)	Upgrade	1	\$ 40,000	\$ 40,000					\$40,000	
505-90 Total			Waste Water Treatment Plant Total				\$ 798,000	\$0	\$0		\$0	\$798,000	
Solid Waste Operations													
540-85	4510-542100	Mach/Equip	Rear loader garbage truck	New	1	\$ 228,114	\$ 228,114						\$228,114
540-85	4510-542100	Mach/Equip	Limb wagon	New	1	\$ 214,900	\$ 214,900						\$214,900
540-85 Total			Solid Waste Department Total				\$ 443,014	0	0		0	0	443,014
Grand Total							\$ 37,006,732	\$ 1,288,992	\$ 6,093,684	\$ 448,942	\$ 10,498,552	\$ 18,233,548	\$ 443,014



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

Meeting: 09/23/24 06:00 PM
Department: Finance
Category: Budget
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 4553

AGENDA ITEM (ID # 4553)

Approval Of: Georgia Gateway CID Millage Rate

Georgia Gateway CID Board met on Monday, September 16, 2024. At the scheduled meeting the Board approved the CID millage to be set at 10 mills. This will generate \$11,520 for the CID Fund.

Staff recommends approval.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4555)

Meeting: 09/23/24 06:00 PM
Department: Finance
Category: Bid Award
Prepared By: Filiz Morrow
Initiator: Filiz Morrow
Sponsors:
DOC ID: 4555

8.3

Bid Award: Lead Service Line Inventory Field Investigation

GEFA grant funding in the amount of \$225,000 has been secured for the portion of this project related to field investigation. Additional grant funding is being pursued. If additional grant funding is not available, then the remaining amount will be funded in water/sewer operations. *Staff recommends low bid, GCU, LLC, in the amount of \$319,000.*

Bid Tabulation
 Lead Service Line Inventory Field Investigation
 RFP #COK 24-033
 Monday, September 16, 2024 @ 1:30 PM

	Service Line Investigation	Concrete Pavement Removal and Replacement	Asphalt Pavement Removal and Replacement	Gravel Driveway Removal and Replacement	Supplemental Work Allowance	Total Cost
GCU, LLC	\$300,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$10,000.00	\$319,000.00
Southern Enviro Services Company	\$390,000.00	\$8,500.00	\$8,500.00	\$5,000.00	\$10,000.00	\$422,000.00
National Industrial Maintenance	\$600,000.00	\$4,000.00	\$4,000.00	\$2,000.00	\$10,000.00	\$620,000.00

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



September 19th, 2024

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

SUBJECT: Recommendation of Award
Lead Service Line Inventory Field Investigation
C&S Project No.: K5000.133

Dear Mr. Spell:

As you are aware, bids were received and opened for the above referenced project on September 16th, 2024 at 1:30 PM. A total of three (3) bids were received. Gulf Coast Underground, LLC was determined to be the low bidder with a total base bid of \$319,000.00.

Since the low bidder appears to have adequate experience, technical ability, and financial capability to complete this project and has successfully completed similar projects, **Carter & Sloope recommends the project be awarded to Gulf Coast Underground, LLC in an amount equal to the Total Base Bid \$319,000.00 and the City proceed with execution of the enclosed Notice of Award.**

We are enclosing one (1) copy of the "Bid Tabulation" and the Notice of Award for this project. If City Council votes to award the project, please execute one (1) copy of the Notice of Award and return them to our office as soon as possible. We will prepare originals of the Agreement and forward them to the City when the Contractor has executed the Agreement and delivered all the necessary Payment and Performance bonds and Certificates of Insurance.

If you have any questions or need any additional information, please call us.

Sincerely,
CARTER & SLOOPE, INC.

A handwritten signature in blue ink that reads "Jared Wozny".

Jared Wozny, P.E.

Enclosures: Bid Tabulation- 1 Copy
Notice of Award – 1 Copy

Attachment: Recommendation of Award Package - K5000.133 (4555 : Bid Award: Lead Service Line Inventory Field Investigation)

BID TABULATION FOR ALL BIDS
RECEIVED AT CITY OF KINGSLAND, 107 SOUTH LEE STREET KINGSLAND, GA 31548
ON FRIDAY SEPTEMBER 16, 2024 AT 1:30 PM
PROJECT: LEAD SERVICE LINE INVENTORY FIELD INVESTIGATION
C&S PROJ. NO.: K5000.133

BASE BID:				Gulf Coast Underground, LLC 5655 Middle Rd Theodore, AL 36582		Southern Enviro Services Company, LLC 829 SW Central Ave. Blacksheer, GA 31516		National Industrial Maintenance, Inc. 4530 Baring Ave. East Chicago, IN 46312	
Item No.	Description	Qty	Unit	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	Service Line Investigation	3,000	EA	\$ 100.00	\$ 300,000.00	\$ 130.00	\$ 390,000.00	\$ 200.00	\$ 600,000.00
2	Concrete Pavement Removal & Replacement	20	SY	\$ 150.00	\$ 3,000.00	\$ 425.00	\$ 8,500.00	\$ 200.00	\$ 4,000.00
3	Asphalt Pavement Removal & Replacement	20	SY	\$ 150.00	\$ 3,000.00	\$ 425.00	\$ 8,500.00	\$ 200.00	\$ 4,000.00
4	Gravel Driveway Removal & Replacement	20	SY	\$ 150.00	\$ 3,000.00	\$ 250.00	\$ 5,000.00	\$ 100.00	\$ 2,000.00
5	Supplemental Work Allowance	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
TOTAL BASE BID:				\$	319,000.00	\$	422,000.00	\$	620,000.00

I hereby certify that this is a true and accurate Bid Tabulation of bids received Friday September 16, 2024



Jared Wozny, P.E.

SECTION 00621 - 1
NOTICE OF AWARD**NOTICE OF AWARD**

Date of Issuance:

Owner:	City of Kingsland	Owner's Project No.:	
Engineer:	Carter & Sloope, Inc.	Engineer's Project No.:	K5000.133
Project:	Lead Service Line Inventory Field Investigation		
Contract Name:	Lead Service Line Inventory Field Investigation		
Bidder:	Gulf Coast Underground, LLC		
Bidder's Address:	5655 Middle Road, Theodore, AL 36582		

You are notified that Owner has accepted your Bid dated **September 16, 2024** for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Lead Service Line Inventory Field Investigation

The Contract Price of the awarded Contract is **\$319,000.00**. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

4 unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award or has been transmitted or made available to Bidder electronically.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner **4** counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): **NA**

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: **City of Kingsland**

By (signature): _____

Name (printed): _____

Title: _____

Copy: Engineer

City of Kingsland
Lead Service Line Inventory
Field Investigation

C & S Project No. K5000.133
July 2024

EJCDC C-700 Copyright © 2018 National Society of Professional Engineers. All rights reserved.



City Council
107 South Lee Street
Kingsland, GA 31548

SCHEDULED

AGENDA ITEM (ID # 4551)

Meeting: 09/23/24 06:00 PM
Department: City Manager
Category: Agreement
Prepared By: Lee Spell
Initiator: Lee Spell
Sponsors:
DOC ID: 4551

8.4

Approval Of: TAP Grant Addendum #2

Thomas and Hutton TAP Grant Addendum #2 to update the database at three locations where the need for additional survey work has been identified because of development since the project began. Including Dairy Queen, New Brick Vault and Utilities near Coastal Pines Technical College, and Railroad and Signal Equipment at Gross and Haddock Road. Funding source is GDOT TAP Grant funds.

Staff recommends approval.

CITY OF KINGSLAND, GEORGIA
BOONE STREET PEDESTRIAN AND BICYCLE IMPROVEMENT PROJECT
TAP GRANT
ADDENDUM #2

ADDENDUM # 2

DATE: September 13, 2024

ADDENDUM TO CONTRACT NO. 28200.000

DATE: May 1, 2020

PROJECT: BOONE STREET PEDESTRIAN AND BICYCLE IMPROVEMENT PROJECT
TAP GRANT, GDOT PI#0015396

The **CITY OF KINGSLAND** (Client) and **THOMAS & HUTTON ENGINEERING CO.** (Consultant) on the 13th day of September, amend their contract dated May 1st, 2020 for work, materials, or services described below.

SCOPE OF WORK:

The project corridor encompasses Boone Street from Teresa Court to Haddock Road, May Creek Drive from Boone Street to Keith Dixon Way and Keith Dixon Way from May Creek Drive to Centerville Boulevard. The goal of the project is to improve mobility and safety for non-motorized transportation means by way of multi-use paths, standard sidewalks and installation of traffic signals at Crown Point Parkway and Haddock Road. The project will also establish a connection to sidewalks and multiuse paths that exist along Gross Road with an ultimate connection to the East Coast Greenway transportation system. The project is being funded with the Transportation Alternative Program (TAP) grant funds and the GDOT PI number is 0015396. The project shall follow applicable Georgia Department of Transportation guidelines for this type of project as well as the Plan Development Process associated with the TAP program. All work will be coordinated through the GDOT TAP grant administrator.

1. SCOPE OF SERVICES

A. Database

Update the database at three locations where the need for additional survey has been identified because of development since the project has been constructed:

- the new Dairy Queen Restaurant on Boone Street east of May Creek Drive;
- the newly brick vault and associated utilities near the Coastal Pines Technical College driveway off Keith Dixon Way; and
- the railroad and signal equipment at Gross/Haddock Road between the RR tracks and SR 40.

B. Design

Design and Plan revision changes necessary for the additional survey information collected at the three sites listed above.

 CLIENT'S INITIALS

 _____
 CONSULTANT'S INITIALS

C. Exclusions

Items **not** included in the scope of services are as follows:

- Accessibility construction compliance verification
- Interior Courtyard Design
- **Geotechnical Investigations**
- Utility Designs
- Off-site work unless specifically covered in the scope of services
- Approvals or permits other than those related to the scope of work covered by this contract
- Act as an expert witness for legal activities
- Telephones, cable television, and power distribution systems
- **Any work requiring additional services of a Structural Engineer**

These items can be coordinated or provided, if requested by the Client in writing.

2. FEE SUMMARY

Total Compensation for Services as follows:

<u>Phase</u>	<u>Fee Structure</u>	<u>Expense Budget</u>
Database:	Time & Expense – Budget	\$ 4,500.00
Design:	Time & Expense – Budget	\$ 5,600.00
Reimbursable		\$ 600.00
	TOTAL Amendment #2	\$ 10,700.00

3. PERIOD OF SERVICES

Upon receipt of an executed Addendum from Client, each phase/task will commence as described in said Addendum and follow the Current TAP office design schedule. The work will be billed monthly based on the work completed during that last month.

APPROVED:

THOMAS & HUTTON ENGINEERING CO.

By: 

Title: Doyle D. Kelley, Jr.
 Transportation Group Leader

Date: 9/13/2024

APPROVED:

CITY OF KINGSLAND

By: _____

Title: Lee Spell, City Manager

Date: _____

 CLIENT'S INITIALS

 CONSULTANT'S INITIALS