



CITY OF KINGSLAND, GEORGIA

CITY COUNCIL

AGENDA • MAY 29, 2018

Special Called Meeting

City Council Chamber

6:00 PM

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

I. CALL TO ORDER AND WELCOME GUESTS

II. INVOCATION AND PLEDGE TO THE FLAG

III. ROLL CALL

Kenneth E Smith Sr
James McClain
Charles Grayson Day Jr.
James W Galloway
Michael J McClain

Mayor
Mayor Pro Tem
Councilman
Councilman
Councilman

IV. GRANTING AUDIANCE TO THE PUBLIC

V. NEW BUSINESS

1. Approval Of: 2017 GEFA CWSRF Part 2 Application -

VI. MAYOR AND COUNCIL ANNOUNCEMENT

VII. ADJOURNED

5. New "Non-GEFA" debt service:

\$ 0 \$ 0 \$ 0

Indicate the source and principal amount of other loan funds that will be used for this project (i.e. USDA, local bond issue, bank financing).

\$ 0 Source: _____
\$ 0 Source: _____

IV. WATER/SEWER SYSTEM OPERATIONS INFORMATION – Current Customer Base Analysis

Complete the following information as of the last day of the last month preceding the submission date of this application. If the answer for any block is "NONE", put **NONE** or **-0-** rather than leaving it blank.

	WATER		SEWER	
	A. inside jurisdiction	B. outside jurisdiction	C. inside jurisdiction	D. outside jurisdiction
1. # of customers RESIDENTIAL	5991	1143	5719	74
	Average use per/residential customer: 4411 gal/mo		Average use per/residential customer: 4524 gal/mo	
2. # of customers COMMERCIAL	502	25	459	7
	Average use per/commercial customer: 20,055 gal/mo		Average use per/commercial customer: 19,647 gal/mo	
3. # of customers INDUSTRIAL	0	0	0	0
	Average use per/industrial customer: 0 gal/mo		Average use per/industrial customer: 0 gal/mo	
4. # of customers with un-metered service	0	0	0	2

V. FINANCIAL INFORMATION

A. **PROPERTY TAX COLLECTIONS:** Property tax collections for the last 3 audited years:

	FY 15	FY 16	FY 17
Property Taxes Collected	\$ 2,817,621	\$ 2,848,866	\$ 2,805,502
Property Taxes Levied	\$ 2,920,904	\$ 2,871,064	\$ 2,814,523

B. **PROPERTY VALUES:** Assessed and market (100%) value of taxable real and personal property (Including public utilities, but not automobiles) for the most recent audited year.

	FY 17
Assessed Value	\$ 386,573,946
Fair Market Value	\$ 966,434,865

Bad Debt	\$ 50,316	\$ 45,565	\$ 41,791	\$ 33,439
Average Collection Days on Monthly Service Bills	30 Days	30 Days	30 Days	30 Days

III. PROJECT FINANCIAL DESIGN

A. AMOUNT REQUESTED: The principal amount of loan being requested of GEFA: \$2,000,000

B. FORECASTED REVENUES & EXPENSES:

By what amount are annual revenues and expenses projected to increase or decrease as a result of THIS PROJECT AND OTHER PLANNED CHANGES?

Enter appropriate amounts below for the next three fiscal years and explain the rationale for any assumptions used: 1) additional customers 2) rate increase 3) other revenues 4) increase (decrease) in operating and maintenance (O&M) costs 5) debt service for issuance of new debt.

	FY (17/18)	FY (18/19)	FY (19/20)
1. New Customers/Revenue:			
Projected number of new customers each year (not cumulative)	# 1620	# 1730	# 1866
Residential	# 1580	# 1690	# 1825
Commercial	# 40	# 40	# 40
Industrial	# 0	# 0	# 0
Other (e.g. Apt. Complexes, Malls)	# 0	# 0	# 1
Projected new service revenue (not cumulative)	\$ 40,000	\$ 50,000	\$ 60,000
Projected new tap/connection/impact fees available for operations (not cumulative)	\$ 100,000	\$ 200,000	\$ 300,000
2. Rate Increase:			
Projected new revenue each year (not cumulative)	\$ 0	\$ 0	\$ 0
Projected % increase	0 %	0 %	0 %
3. Additional Increases to Revenue (not cumulative)			
Other <u>reduced water loss</u>	\$ 50,000	\$ 100,000	\$ 150,000
Regular population growth revenue (not cumulative)	\$ 40,000	\$ 50,000	\$ 60,000
SPLOST (Referendum Attached) (NOT cumulative)	\$ 180,000	\$ 180,000	\$ 180,000
4. O&M expenses increases: (not cumulative)	\$ 100,000	\$ 100,000	\$ 100,000

☐ If applicant is an "Authority that does not have independent taxing authority," the Authority must receive a full faith and credit pledge of a local government. If this applies to your application, please indicate with which local government you will get a full faith and credit pledge – _____.

I. ONE-TIME OPERATING EXPENSES (Example: Unexpected repairs to tank, pump station, wells, etc.):
(Mail Detailed Backup Documentation):

Expense Line Items:

Most Recent Audited Fiscal Year: \$89,573

Explanation:

pump, manhole, drainage, and equipment repairs

Expense Line Items:

Current Fiscal Year Forecasted One-Time Expenses: \$150,000

Explanation:

pump, generator, equipment, and manhole repairs

Expense Line Items:

Next Fiscal Year Forecasted One-Time Expenses: \$180,000

Explanation:

manhole and pump repairs and lift station rehabs

J. OPERATING TRANSFER (To and From Water and Sewer Enterprise Fund and/or Other Applicable Enterprise Fund):

Most Recent Audited Fiscal Year:	Transfers In	<u>\$419,410</u>
	Transfers Out	<u>\$112,906</u>

Explanation of Transfers:

SPLOST funded projects transferred in, retirement expense transferred out under GASB 68

Current Fiscal Year Forecast:	Transfers In	<u>\$0</u>
	Transfers Out	<u>\$84,057</u>

Explanation of Transfers:

Retirement expense transferred out under GASB 68

Planned/Budgeted Future Years:	Transfers In	<u>\$0</u>
	Transfers Out	<u>\$80,000</u>

Explanation of Transfers:

Retirement expense transferred out under GASB 68

K. BAD DEBT AND AVERAGE COLLECTION PERIOD (Last 4 Audited Years):

	FY <u>13/14</u>	FY <u>14/15</u>	FY <u>15/16</u>	FY <u>16/17</u>

Type of fund.

Check any that apply:

- ☐ 1. Service charges and fees only
☒ 2. Service charges and general revenues combined
☐ 3. General revenues only
☒ 4. Local option sales tax or other dedicated revenue source

F. DESIRED GEFA AMORTIZATION PERIOD: GEFA loans are normally assigned amortization periods based on the loan principal as follows: Less than \$250,000 (10 years); \$250,001 - \$750,000 (15 years); over \$750,000 (20 years).

If you would like an amortization period different from these guidelines, please indicate the preferred number of years:

☒ 5 Years
 ☐ 10 Years
 ☐ 15 Years
 ☐ 20 Years

G. FINANCIAL DESIGN REPORTS: If applicable to community, please check the appropriate documents and attach a copy of: (Mail Documents)

- ☐ Financial Reports Reviewing Economy, Demand and Costs
☐ Rate Study
☐ Current Year Operating Budget for Water/Sewer and General Operations
☐ Revenue and Expense Financial forecasts for the Water/Sewer and/or other Applicable Fund
☐ Project Funding Plan and/or Capital Improvements Plan, together with any and all assumptions from which the report is based
☐ And other report(s) that define the customer base (number or customers, usage, etc.)

Number of documents enclosed (3)

Name(s) and date(s) of documents enclosed:

Financial Statements for General Fund and Water & Sewer Fund as of 9/30/2017

Bond Official Statement March 2014-already on file with GEFA

Outstanding Water & Sewer Amortization Schedules -on file with GEFA

H. WATER/SEWER RATE STRUCTURE: Copy of ordinance or other document which defines the water and/or sewer rates for your jurisdiction. Please write the title and effective date of the document enclosed:

Title: City of Kingsland Water and Sewer Ordinance

Effective Date: Jan 2018

(Mail Rate Structures)

Current Rate Structure (Effective Dates):

3 tier system July 2010

Prior Rate Structure (Effective Dates):

2 tier system prior to current

Planned Future Rate Structure (Effective Dates):

3 tier system Current

Attachment: GEFA LOAN (2174 : Approval Of: 2017 GEFA CWSRF Part 2 Application)

lawyer1@bellsouth.net

jelliott@mjcpa.com

fmorrow@kingslandgeorgia.com

E-mail address

E-mail address

E-mail address

II. CHECKLIST OF DOCUMENTS TO BE SUBMITTED AS PART OF THIS APPLICATION:

If you know the documents requested below are already on file at GEFA, you do not need to resubmit documentation. Write title and/or date as requested and the words "on file at GEFA."

A. ACCOUNTING DATA:

1. **FISCAL YEAR:** Fiscal year ending date: September 30
(month – day)

2. **AUDITS:** Due to physical space constraints, GEFA is no longer able to retain hard copies of annual audits. Hard copy audits will be discarded after use. GEFA requests the submittal of electronic audits (List by year)

	electronic (enclosed)		electronic (at website)		hard copy (enclosed)
FY 2013	☐	www.	http://kingslandgeorgia.com/DocumentCenter/View/1911		
FY 2014	☐	www.	http://kingslandgeorgia.com/DocumentCenter/View/2526		
FY 2015	☐	www.	http://kingslandgeorgia.com/DocumentCenter/View/3204		
FY 2016	☐	www.	http://kingslandgeorgia.com/DocumentCenter/View/4626		
FY 2017	☐	www.	http://kingslandgeorgia.com/DocumentCenter/View/5748		

3. **UNAUDITED ACCOUNTING DATA:** Please enclose interim summary-level financial statements (Statement of Revenues and Expenses). Also include cash reserve balances, as of the most recent month end, for the general fund and the water/sewer enterprise fund(s). Please indicate if cash balances are reserved or restricted.

Enter the fiscal year covered by this unaudited data: FY 2017

B. **BOND ORDINANCE:** If you have outstanding bond debt which was issued **during the last 3 years**, please submit a copy of the most recent official statement or revenue bond ordinance in electronic format. Please include the name and the date of bond issuance below: **(Mail Documents)**

Water and Sewerage Refunding Revenue Bond Series
2014A

Date: March 2014

Water and Sewerage Refunding Revenue Bond Series
2014 B

C. **AMORTIZATION SCHEDULE:** Copy of a complete amortization schedule (including principal and interest) for all revenue bond issues currently outstanding (or proposed as part of the project covered under this application) on the water/sewer system, if any. **(Mail Documents)**

D. **DEBT RATING:** If you have an assigned Debt Rating by S&P, Moody's, or Fitch, please indicate the current rating and the date it was obtained. Non-rated borrowers should enter "NR."

Rating/Rating Agency: AA

Date: 2014

E. **GEFA FUNDING METHOD:** The funding method to pay debt service costs of the project:

Name of fund(s): Water & Sewer Operating and SPLOST funds

For GEFA's use:

Project number:

GEFA amount requested:

Date received by GEFA:



Applicant: Please select the appropriate

5.1.a

- ☐ Georgia Fund (State)
- ☒ State Revolving Fund (SRF - Federal Funds)
- ☐ Water Supply Loan (State Funds)
- ☐ Water Supply Planning Only Loan (State Funds)
- ☐ Environmental Emergency (State)
- ☐ Solid Waste Loan (State)
- ☐ Interim Financing (State Funds)

GEFA LOAN APPLICATION FORM PART II

PROJECT FINANCIALS

*Please fill out completely. Items left blank may cause delays in the review and approval process.

I. General Information

Applicant Name	City of Kingsland, GA				
Contact Person	Filiz Morrow	Title	Finance Director		
Street Address OR Post Office box 1	PO Box 250				
Street Address 2					
City and Zip Code + 4	Kingsland (City)	31548 (Zip Code+4)	County	Camden	
Telephone Number	912-729-5613	Fax Number	912-729-8827		
E-Mail Address	fmmorrow@kingslandgeorgia.com (Primary Email)	(Secondary Email)			
Federal EIN	58-6000601	DUNS No.	021340021		
Congressional District	1				
Project Place of Performance (where the work will occur)	Kingsland, GA				
Congressional District (Of Project)	1				

Contact information for city/county/authority attorney, independent auditor and finance director.

Attorney		Auditor		Finance Director	
James Coppage		Mauldin & Jenkins Attn: Justin Elliott		Filiz Morrow	
Name		Auditor Name, Firm Name		Name, Title	
3176 Cypress Mill Rd		PO Box 1877		PO Box 250	
Street address or post office box		Street address or post office box		Street address or post office box	
Brunswick, GA 31525		Macon, GA 31202-1877		Kingsland, GA 31548	
City, state, & zip code		City, state, & zip code		City, state, & zip code	
(912-265-1237)	(912-265-1312)	(478-722-5790)	(478-464-8051)	(912-729-5613)	(912-729-8827)
Telephone	Fax number	Telephone	Fax number	Telephone	Fax number