



CITY OF ST. MARYS, GEORGIA
418 Osborne Road
St. Marys, GA 31558

January 20, 2015

PUBLIC HEARING

“New Alcohol License for Pat Thai 1 LLC D/B/A Pat Thai Restaurant & Sushi Bar”
5:45 P.M.

COUNCIL MEETING

6:00 P.M.

AMENDED AGENDA (1/15/2015)

- I. CALL TO ORDER**
- II. INVOCATION:** *Councilmember Dave Reilly*
- III. PLEDGE OF ALLEGIANCE**
- IV. ROLL CALL** **QUORUM: YES___ NO___**
- V. APPROVAL OF MINUTES:** *January 5, 2015 Regular City Council Meeting Minutes*
January 5, 2015 Executive Session Meeting Minutes
- VI. PRESENTATIONS:**
CERTIFICATE OF APPRECIATION (MR. ED ROBINSON): *Mayor John F. Morrissey*
(ADDED)
PUBLIC SAFETY: *Police Chief Timothy Hatch & Fire Chief Robert Horton*
NEW EMPLOYEE: *Police Chief Timothy Hatch*
FIRE FIGHTERS OF THE YEAR: *Fire Chief Robert Horton*
BOARD ANNOUNCEMENTS (TERM EXPIRATIONS):
Convention & Visitors Bureau Authority (Kevin Berry, Mardja Gray and Sugar Yadav)
BOARD APPOINTMENT (VACANCY):
Development Authority of St. Marys (Simon Scott)
- VII. SET CONSENT AGENDA**
- VIII. APPROVAL OF THE AGENDA**

IX. GRANTING AUDIENCE TO THE PUBLIC

X. OLD BUSINESS:

- A. NEW ALCOHOL LICENSE PAT THAI 1 LLC D/B/A PAT THAI RESTAURANT & SUSHI BAR: Council consideration to approve a new 2015 liquor license for Pat Thai1 LLC D/B/A Pat Thai Restaurant & Sushi Bar for the sale of beer and wine on premise consumption with foodTAB “A”**
- B. FEBRUARY 16, 2015 CITY COUNCIL MEETING: City ClerkTAB “B”
To discuss whether to cancel or reschedule meeting due to President’s Day holiday**

XI. NEW BUSINESS:

- A. CERTIFIED POLICE OFFICER SALARY PLAN: John J. HolmanTAB “C”
(City Manager) Request City Council approval of a five year salary plan for certified Police Officers**
- B. EMPLOYEE ONE TIME PAYMENT & BUDGET ORDINANCE:TAB “D”
John J. Holman (City Manager) Request approval of a one time employee payment and Budget Ordinance amendment**
- C. SOUTHEAST GEORGIA HEALTH SYSTEM AGREEMENT & RESOLUTION: ...TAB “E”
John J. Holman (City Manager) Request approval of agreement between the City and St. Marys Southeast Georgia Health System regarding the restructure and leasing to a newly formed Georgia non-profit corporation**
- D. MARSH VIEW LANE & WRIGHT STREET SANITARY SEWER EXTENSIONS CONSTRUCTION CONTRACT AWARD: Bobby Marr (Public Works Director)
Request approval to award contract to Underground Excavation, Inc. in the amount of \$361,383 for construction of sanitary sewer extensions.....TAB “F”**
- E. ST. MARYS ROAD RIGHT TURN LANE/S.R. HWY 40-GDOT LOCAL MAINTENANCE & IMPROVEMENT GRANT FY 2013: Bobby Marr (Public Works Director) Request authorization for Mayor John F. Morrissey to sign contract with Charlie Hester Construction for the modified FY 2013 LMIG Project.....TAB “G”**
- F. SAN JOSE MEXICAN GRILL & CANTINA LLC 2015 ALCOHOL LICENSE: ...TAB “H”
Request approval to advertise a public hearing for beer, wine and liquor license for on premise consumption for San Jose Mexican Grill & Cantina Restaurant**
- G. RESOLUTION-DEPARTMENT OF NATURAL RESOURCES HISTORIC PRESERVATION GRANT (ORANGE HALL): Roger Weaver (Planning Director)Request approval of resolution for grant application for improvements to Orange HallTAB “I”**
- H. RESOLUTION-DEPARTMENT OF NATURAL RESOURCES HISTORIC PRESERVATION GRANT (BARTLETT STREET HISTORY TRAIL): Roger Weaver (Planning Director)
Request approval of resolution for grant application regarding Bartlett Street History TrailTAB “J”**
- I. AGREEMENT FOR TAX COLLECTIONS WITH GOVERNMENT TAX SERVICES, LLC:
Jennifer Brown (Finance Director) Request approval of agreement between the City and Government Tax Services, LLC for tax collectionsTAB “K”**

J. **BUDGET ORDINANCE-ST. MARYS ROAD GATEWAY ENHANCEMENT PROJECT:**
Jennifer Brown (Finance Director) Request approval to amend the FY 2015 to reflect the final payment to Thomas & Hutton which crossed fiscal years TAB "L"

XII. **REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:**

A. **MONTHLY SEA GRANT & COMMUNITY RATING SYSTEM UPDATE:** *Roger Weaver (Planning Director)*

B. **CALENDAR:** *City Clerk*

XIII. **REPORT OF MAYOR**

XIV. **GRANTING AUDIENCE TO THE PUBLIC**

MAYOR AND COUNCIL COMMENTS

CITY MANAGER'S COMMENTS

XV. **EXECUTIVE SESSION**

XVI. **ADJOURNMENT**

This is a tentative agenda and is subject to change. Please check with City Hall prior to the Meeting for any revisions.

CITY OF ST. MARYS, GEORGIA
January 5, 2015

NEWLY ELECTED OFFICIAL'S OATH OF OFFICE

5:30 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for the Newly Elected Official's Oath of Office Ceremony on Monday, January 5, 2015 in the City Hall Council Chamber.

PRESENT WERE:

Mayor John F. Morrissey
Councilmember Sam Colville
Councilmember Elect Jim Gant
Councilmember Elect Robert L. Nutter
Councilmember Elect Elaine Powierski
Councilmember David Reilly
Councilmember Linda P. Williams

CITY OFFICIALS PRESENT:

John J. Holman, City Manager
Donna Folsom, Human Resources Director
Jennifer Brown, Finance Director
Bobby Marr, Public Works Director
Robert Horton, Fire Chief
Roger Weaver, Planning Director
Timothy Hatch, Police Chief

Mayor Morrissey called the Oath of Office Ceremony to order at 5:36p.m.

OATH OF OFFICE:

Councilmember-Elect Robert L. Nutter, Post #1
Councilmember-Elect Elaine Powierski, Post #2
Councilmember-Elect Jim Gant, Post #3

The City Clerk administered the Oath of Office to Councilmembers Elect Jim Gant, Robert L. Nutter and Elaine Powierski.

ADJOURNMENT

Mayor Morrissey declared the ceremony adjourned at 5:40 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

CITY OF ST. MARYS, GEORGIA
January 5, 2015

ORGANIZATIONAL MEETING
6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for its annual Council Organizational Meeting on Monday, January 5, 2015 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor John F. Morrissey
Councilmember Sam Colville
Councilmember Jim Gant
Councilmember Robert L. Nutter
Councilmember Elaine Powierski
Councilmember David Reilly
Councilmember Linda P. Williams

CITY OFFICIALS PRESENT:

John J. Holman, City Manager
Donna Folsom, Human Resources Director
Jennifer Brown, Finance Director
Bobby Marr, Public Works Director
Robert Horton, Fire Chief
Roger Weaver, Planning Director
Timothy Hatch, Police Chief

A. MAYOR PRO TEM:

Councilmember Reilly nominated Councilmember Jim Gant to serve as Mayor Pro Tem for 2015. Councilmember Nutter seconded the motion. Councilmember Williams moved for discussion and stated Councilmember Gant has done an outstanding job. Councilmember Gant thanked the Mayor and Council. Voting was recorded as follows:

FOR

Councilmember Colville
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

ABSTAINED

Councilmember Gant

B. ST. MARYS CONVENTION & VISITORS BUREAU AUTHORITY: *Council Seat*

Councilmember Gant made a motion to appoint Councilmember Williams to the St. Marys Convention & Visitors Bureau Authority as Council representative. Councilmember Nutter seconded the motion. Voting was recorded as follows:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly

ABSTAINED

Councilmember Williams

ADJOURNMENT

There being no further items on the agenda, Mayor Morrissey declared the meeting adjourned at 6:02 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

DRAFT

CITY COUNCIL MEETING

January 5, 2015

6:00 p.m.

MINUTES

The Mayor and City Council for the City of St. Marys, Georgia met for its regular City Council session on Monday, January 5, 2015 in the Council Chamber at City Hall.

PRESENT WERE:

Mayor John F. Morrissey
Councilmember Sam L. Colville
Councilmember Jim Gant
Councilmember Robert L. Nutter
Councilmember Elaine Powierski
Councilmember David Reilly
Councilmember Linda P. Williams

CITY OFFICIALS PRESENT:

John J. Holman, City Manager
Donna Folsom, Human Resources Director
Jennifer Brown, Finance Director
Bobby Marr, Public Works Director
Robert Horton, Fire Chief
Roger Weaver, Planning Director
Timothy Hatch, Police Chief

CALL TO ORDER:

Mayor Morrissey called the City Council Meeting to order at 6:02 p.m. Councilmember Gant gave the invocation. Mayor Morrissey led the audience in the pledge of allegiance. Council roll call indicated a quorum of Council members present for the meeting.

APPROVAL OF MINUTES: *December 15, 2014 Public Hearing Meeting Minutes*

Councilmember Colville moved to approve the December 15, 2014 Public Hearing Meeting minutes. Councilmember Reilly seconded the motion. Voting was recorded as follows:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Reilly

ABSTAINED

Councilmember Powierski
Councilmember Williams

December 15, 2014 Regular City Council Meeting Minutes

Councilmember Williams moved to approve the December 15, 2014 Regular City Council Meeting minutes. Councilmember Colville seconded the motion. Voting was recorded as follows:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Reilly
Councilmember Williams

ABSTAINED

Councilmember Powierski

PRESENTATIONS:

FUNCTIONAL CONSOLIDATION EMS & FIRE: *Chief Horton (Camden County, Kingsland and St. Marys)*

Chief Horton spoke about functional consolidation for Fire/EMS and the combined training for Camden County, Kingsland and St. Marys monthly over the last year. Chief Smith thanked the Mayor and Council for the collaboration and stated the mutual aid will allow them to assist each other more. Mr. Crews stated color maps displaying Fire Districts/EMS Zones will be placed at the front of City Hall. Mr. Crews also mentioned updates to the CAD System and addressing concerns. Chief Horton mentioned renovations taking place to better prepare for additional personnel and increased response time due to the closest station responding.

PROCLAMATION WAR OF 1812 COMMEMORATION: *Mayor John F. Morrissey*

Mayor Morrissey read the proclamation for the War of 1812 Commemoration and invited everyone to attend the event on Saturday, January 17, 2015 from 10:00 a.m. to 12:00 p.m.

BOARD APPOINTMENTS (VACANCIES):

1. *Board of Ethics (Elaine Powierski)*

Mayor Morrissey appointed Mr. William (Bill) Creed to the Board of Ethics.

2. *Development Authority of St. Marys (Simon Scott)*

Mayor Morrissey announced the vacancy on the Development Authority of St. Marys (IDA).

BOARD APPOINTMENTS (TERM EXPIRATIONS):

1. Board of Ethics (Heidi Benz, David Schmitz and Jim Wells)

Councilmembers Gant, Nutter and Powierski each appointed one person to the Board of Ethics.

APPOINTMENT

David Schmitz

Christopher Thurner

James Wells

CITY COUNCIL

Councilmember Nutter

Councilmember Powierski

Councilmember Gant

2. Historic Preservation Commission (Martha Bailey, George Beaver and David Grimm)

Voting was recorded as follows:

Martha Bailey:

FOR

OPPOSED

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

George Beaver:

FOR

OPPOSED

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

Heidi Benz:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

OPPOSED

Councilmember Nutter

There were only three positions available. Mr. David Grimm and Brenda Word were not appointed to the Historic Preservation Commission. Mayor Morrissey and Council thanked everyone for their desire to serve the City.

3. Oak Grove Cemetery Authority (Rick Douylliez and Christopher Thurner)
Voting was recorded as follows:

Rick Douylliez:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

OPPOSED

Christopher Thurner:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

OPPOSED

4. Planning Commission (Michael Rich and Royal Weaver)
Voting was recorded as follows:

Michael Rich:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

OPPOSED

Nancy Stasinis:

FOR

Councilmember Colville
Councilmember Gant
Councilmember Nutter
Councilmember Powierski
Councilmember Reilly
Councilmember Williams

OPPOSED

There were only five positions on the Senior Advisory Committee. Mr. Larry White was not appointed to the Senior Advisory Committee. The Mayor and Council thanked Mr. White for his desire to serve the committee.

6. Tree Board (Curtis R. Lacy, III)
Voting was recorded as follows:

Curtis R. Lacy, III:	<u>FOR</u>	<u>OPPOSED</u>
	Councilmember Colville	
	Councilmember Gant	
	Councilmember Nutter	
	Councilmember Powierski	
	Councilmember Reilly	
	Councilmember Williams	

SET CONSENT AGENDA (*):

Councilmember Gant made a motion to approve the consent agenda as New Business A, B, F, G, H, I and K. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

APPROVAL OF THE AGENDA:

Councilmember Colville made a motion to approve the agenda as presented. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion.

GRANTING AUDIENCE TO THE PUBLIC:

Bill Creed, 613 Kings Way: Mr. Creed spoke about the Seismic Air Gun issue.

Wigger, 46 Williams Court: The Tourism Director thanked the Mayor and Council for the proclamation and invited everyone to attend the War of 1812 Commemoration Ceremony and St. Marys History Walk Launch on Saturday, January 17, 2015 from 10:00 a.m. to 12:00 p.m.

Larry White, 102 Sylvia's Court: Mr. White spoke about the Senior Advisory Committee appointments.

OLD BUSINESS: There were no items

NEW BUSINESS:

- A. ORDINANCE REVISION-ALCOHOL LICENSE APPLICANTS (*):** *John J. Holman (City Manager) Request approval to allow the inclusion of aliens granted permanent resident status of the United States to apply for an Alcohol License*
Councilmember Gant made a motion to approve the revision to the Alcohol Ordinance to include allowing aliens who were granted permanent resident status in the United States to apply for an alcohol license in the City of St. Marys. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.
- B. GREENWAY AUTHORIZATION (*):** *John J. Holman (City Manager) Request authorization to prepare documentation for Greenway Path development between Fernandina Beach, FL and St. Marys, GA – Water Taxi*

Councilmember Gant made a motion to approve City personnel collaboration with Fernandina Beach personnel regarding document preparation for grants pertaining to Greenway Path and development of proposals for water taxi service between the two cities. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

C. RESOLUTION GEORGIA MUNICIPAL ASSOCIATION (GMA) ETHICS (*): (City Clerk)
To re-adopt Georgia Municipal Association's City of Ethics principles in the form of a resolution for 2015

Councilmember Gant read the resolution stating the importance of the City participation. Councilmember Reilly made a motion to approve the Georgia Municipal Association Ethics Resolution for 2015. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion.

D. JANUARY 19, 2015 CITY COUNCIL MEETING: (City Clerk)
To discuss whether to cancel or reschedule the meeting due to Martin Luther King, Jr. Day holiday

Councilmember Colville made a motion to reschedule the January 19, 2015 City Council meeting due to the Martin Luther King holiday to Tuesday, January 20, 2015 at 6:00 p.m. in Council Chambers. Councilmember Powierski seconded the motion. Voting was recorded as follows:

<u>FOR</u>	<u>ABSTAINED</u>
Councilmember Colville	Councilmember Nutter
Councilmember Gant	
Councilmember Powierski	
Councilmember Reilly	
Councilmember Williams	

E. FEBRUARY 16, 2015 CITY COUNCIL MEETING: (City Clerk)
To discuss whether to cancel or reschedule meeting due to President's Day holiday
Councilmember Williams made a motion to reschedule the February 16, 2015 City Council meeting to Tuesday, February 17, 2015 at 6:00 p.m. Councilmember Colville seconded the motion. Councilmember Powierski moved for discussion and stated she would be out of town but would conference in if necessary. Councilmember Gant stated the meeting was a month away and could be reviewed at a later City Council meeting at the first meeting in February. Councilmember Williams rescinded her original motion. Councilmember Colville seconded the motion.

F. PAT THAI 1 LLC D/B/A PAT THAI RESTAURANT & SUSHI BAR (*): Deborah Walker-Reed (City Clerk)
Request approval to advertise a public hearing for beer and wine license for on premise consumption

Councilmember Gant a motion to approve advertising a public hearing for Pat Thai 1 LLC D/B/A Pat Thai Restaurant & Sushi Bar for beer and wine license on premise consumption with food. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

G. ORDINANCE REVISION-TOWING (*): Roger Weaver (Planning Director)
Request revision to Towing Ordinance for fee increase and elimination of duplicated insurance

Councilmember Gant a motion to approve the revision to the Towing Ordinance for fee increase and elimination of duplicated insurance. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

H. ORDINANCE REVISION-TOBACCO UTILIZATION (*): Roger Weaver (Planning Director)
Request revision approval to City Tobacco Ordinance prohibiting use of e-cigarettes and other tobacco/nicotine products from City property

Councilmember Gant a motion to approve the revision to City Tobacco Ordinance prohibiting use of e-cigarettes and other tobacco/nicotine products from City property. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

I. BUDGET ORDINANCE-MAIN STREET COORDINATOR'S OFFICE (*): Jennifer Brown (Finance Director)
Request amendment to FY 2015 General Fund Budget in the amount of \$10,000 for office remodel and small equipment

Councilmember Gant a motion to approve amending the FY 2015 General Fund Budget in the amount of \$10,000 for office remodel and small equipment for the Main Street Office. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

J. WATER & SEWER CAPITAL RECOVERY FEE: Jennifer Brown (Finance Director)
Request an extension of the 50% discount on Water & Sewer Capital Recovery Fee

Councilmember Williams made a motion to approve extending the 50% discount on Water and Sewer Capital Recovery fees for one year. Councilmember Reilly seconded the motion. Councilmember Gant moved for discussion and asked if the Finance Director had seen an increase due to the fee discount. The Finance Director stated the discount would allow St. Marys to have comparable rates with Kingsland. The Planning Director mentioned the increase in building permits this past year but did not have the exact figures with him.

Councilmember Reilly stated it was important to stay competitive with the surrounding cities. Councilmember Colville stated the City should implement the discount as the permanent fees. Councilmember Nutter stated City personnel could periodically review the fees so they are competitive. Councilmember Reilly amended the motion to implement a permanent 50% discount on Water and Sewer Capital Recovery fees. Councilmember Williams seconded the motion. Voting was unanimous in favor of the motion.

K. SATILLA PROBATION MANAGEMENT CORPORATION PROGRAM FEE SCHEDULE AMENDMENT (*): John J. Holman (City Manager)
Request approval of the fee schedule amendment to the Satilla Probation Management Corporation Program contract

Councilmember Gant a motion to approve the fee schedule amendment to Satilla Probation Management Corporation Contract. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

REPORT OF AUTHORITIES, BOARDS, COMMISSIONS & COMMITTEES:

A. FINANCE DIRECTOR'S REPORT: Jennifer Brown (Finance Director)

The Finance Director presented the fifth month financial report on revenues and expenditures for the General, Tourism, SPLOST, Water & Sewer, Solid Waste, and Aquatic Center Funds for FY 2015. A copy of the report is attached as part of the official minutes.

B. CITY CALENDAR: City Clerk

The City Clerk announced the upcoming events, activities and meetings up to January 20, 2015.

REPORT OF MAYOR:

Mayor Morrissey invited everyone to attend the State of the City and 1st Quarter Town Hall meeting on Thursday, January 8, 2015 6:00 p.m. in Council Chambers.

GRANTING AUDIENCE TO THE PUBLIC:

Jay Moreno, 501 Victoria Circle: Mr. Moreno mentioned the Main Street Program, downtown area and encouraged Council to establish defined goals for the City.

MAYOR AND COUNCIL COMMENTS:

Councilmember Williams thanked all the volunteers in the City for their dedication and work to improve the City. Councilmember Williams also mentioned the collaboration between Camden County, Kingsland and St. Marys Fire/EMS Services. Councilmember Colville wished everyone a Happy New Year and encouraged citizens to contact Council with feedback on various ways to improve relations. Councilmember Reilly spoke about the Greenway/Bike Paths in the City and mentioned the approximately 88,000 visitors to Crooked River Park each year.

Councilmember Gant stated the importance of volunteers to the City. Mr. Gant mentioned the vision and creativity of citizens that live in St. Marys that want to improve the City. Mr. Gant mentioned various festivals/events that were inspired by volunteers like Mardi Gras, Oak Grove Cemetery, St. Marys Earthkeepers, Camden Roundtable and others. Councilmember Powierski stated she looked forward to serving the citizens of St. Marys and encouraged them to contact her with feedback to improve the City. Ms. Powierski also mentioned City officials, employees and authorities/boards/committees working together as one for a common good. Councilmember Nutter stated volunteers are very important to the City and invited everyone to attend the commemoration event on January 17, 2015.

CITY MANAGER'S COMMENTS:

The City Manager gave a brief update on various projects including: Wright Street, Marsh view Lane, St. Marys Road Right Turn Lane/S.R. Hwy 40, fountain light bids, Road Condition Survey Request for Proposals and Navy Rail Project. The City Manager thanked Council for the opportunity to participate in Leadership Camden.

EXECUTIVE SESSION: Personnel Item

Councilmember Williams made a motion to adjourn to executive session to discuss Personnel. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

The Mayor and City Council adjourned to executive session at 7:19 p.m., returning at 8:17 p.m. with Mayor Morrissey calling the Council meeting back to order. Councilmember Colville made a motion to extend the contract with the City Attorney Gary Moore until April 1, 2015 under the same terms and authorizing the City Manager and staff to discuss a long term extension with Mr. Moore. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

ADJOURNMENT:

Councilmember Nutter made a motion for adjournment. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion. Mayor Morrissey declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Deborah Walker-Reed, City Clerk

Board Announcement

St. Marys Convention & Visitors Bureau Authority
(3 positions)

Old Business

CITY COUNCIL MEETING

January 20, 2015

TITLE: PAT THAI 1 LLC D/B/A PAT THAI RESTAURANT & SUSHI BAR
(NEW ALCOHOL LICENSE)

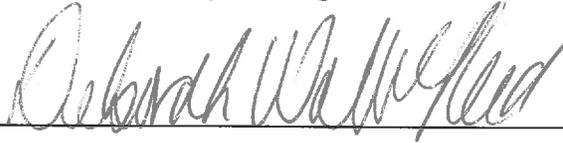
PURPOSE: Council consideration to approve Pat Thai 1 LLC D/B/A Pat Thai Restaurant & Sushi Bar new Alcohol License for the sale of beer and wine, on premise consumption with food.

RECOMMENDATION: Having met all requirements, staff recommends approval of a new 2015 beer and wine license on premise consumption with food.

HISTORY: At the last meeting on January 5, 2015, City Council approved advertising for a public hearing which was duly posted in the Tribune & Georgian, and held prior to this evening's Council meeting. Mr. Noppalit Pinkum restaurant is located at 2603 Osborne Road, Suite G, St. Marys, Georgia 31558.

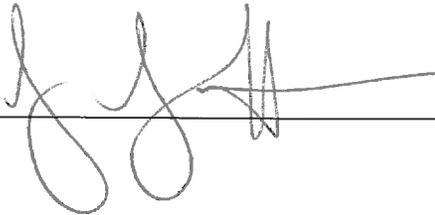
Department

Director: _____



City

Manager: _____





CITY OF ST. MARYS
418 OSBORNE STREET
ST. MARYS, GEORGIA 31558
TELEPHONE: 912-510-4041
FAX: 912-510-4013

**NOTICE OF PUBLIC HEARING
ALCOHOL BEVERAGE LICENSE**

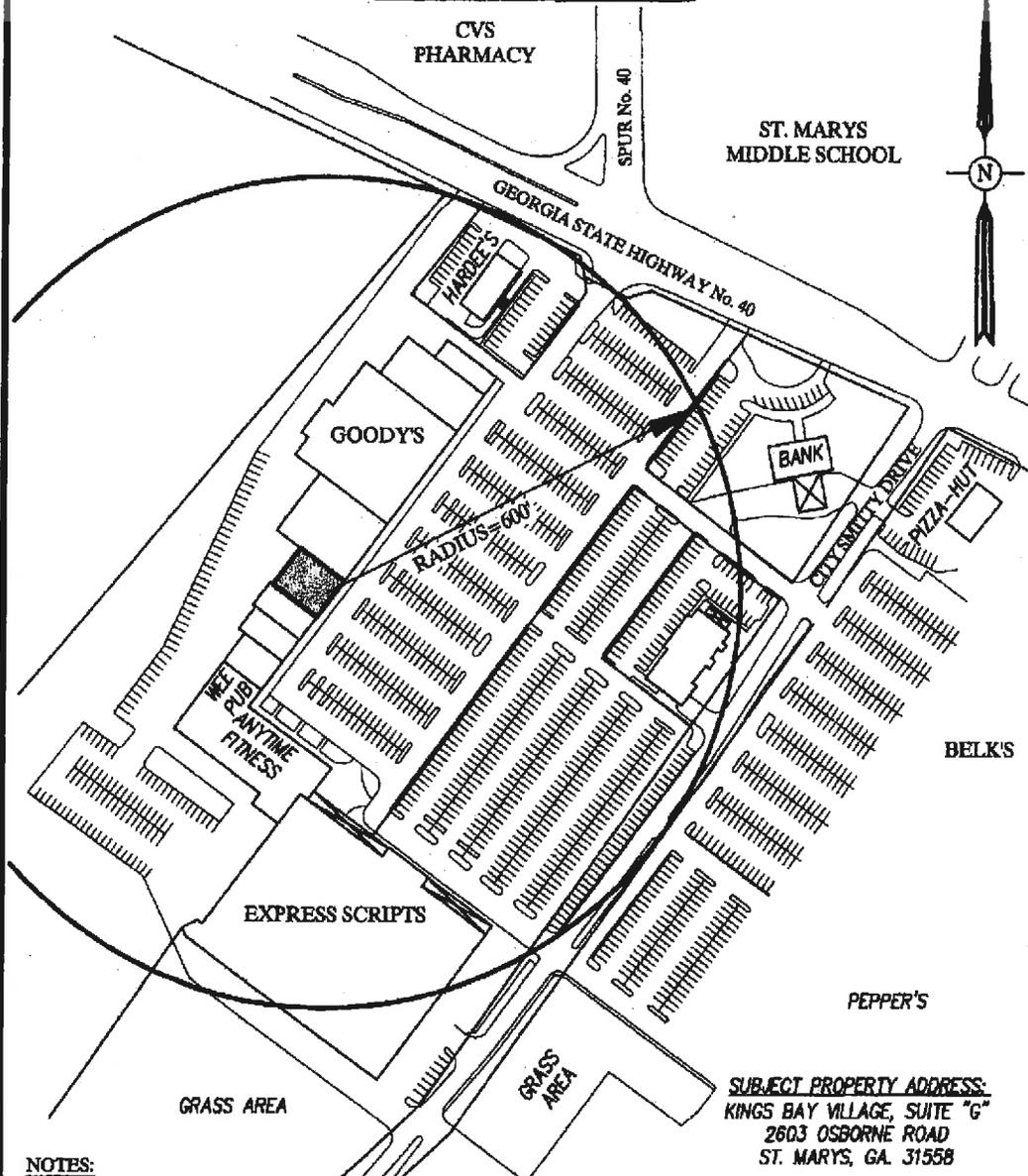
The City of St. Marys, Georgia has received an application for an alcohol license from Pat Thai 1 LLC, D/B/A Pat Thai Restaurant and Sushi Bar at 2603 Osborne Road, Suite G, St. Marys, Georgia, for the sale of beer and wine on premise consumption with food. Notice is hereby given that a Public Hearing on this application is scheduled for Tuesday, January 20, 2015 at 5:45 p.m. in Council Chambers at St. Marys City Hall. Anyone desiring to address Council regarding the issuance of a license to this establishment may do so at the public hearing.

Deborah Walker-Reed
Deborah Walker-Reed, City Clerk

PLEASE RUN: January 8, 2015 & January 15, 2015

MAP TO SHOW ALCOHOL BEVERAGE SURVEY

A PORTION OF THE KINGS BAY VILLAGE SHOPPING CENTER,
CITY OF ST. MARYS, 29th G.M.D., CAMDEN COUNTY, GEORGIA
FOR: PATTHAI 1, LLC



SUBJECT PROPERTY ADDRESS:
KINGS BAY VILLAGE, SUITE "G"
2603 OSBORNE ROAD
ST. MARYS, GA. 31558

NOTES:

- 1.) THIS SURVEY WAS PREPARED PURSUANT TO THE ST. MARYS ALCOHOLIC BEVERAGES ORDINANCE, CHAPTER 10, SECTION 10-5, PARAGRAPH (b)(1) & (2) LAST AMENDED 6-11-07. THERE ARE NO ESTABLISHMENTS OF CONCERN LYING WITHIN THE MINIMUM DISTANCE REQUIREMENTS.
- 2.) THERE ARE NO RESIDENTIAL DWELLINGS, IN-HOME DAY CARES, SCHOOLS, ALCOHOL TREATMENT CENTERS, HOUSING AUTHORITY PROPERTY OR EDUCATIONAL BUILDINGS WITHIN THE CITY OF ST. MARYS DISTANCE REQUIREMENTS AT THIS TIME, AS INDICATED BY VISUAL INSPECTION.



CADD FILE: C:\CAD\PAT 1 LLC ALCOHOL BEVERAGE.DWG

DWN. BY: J.S.F. CKD. BY: J.S.F.
SKETCH DATE: 07-21-2014



PREPARED BY:

A K M
SURVEYING, INC.
SURVEYORS & LAND PLANNERS

109 MACDONELL STREET (912) 729-1507 PHONE
ST. MARYS, GEORGIA 31558 (912) 729-1509 FAX
GEORGIA LICENSED SURVEY FIRM No. 1067

I HEREBY CERTIFY THAT THE ABOVE MEASUREMENTS WERE
TAKEN UNDER MY DIRECT SUPERVISION AND THAT SAID MEASUREMENTS
ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND
BELIEF.

Jeffrey S. Foster DATE: 7/21/14
JEFFREY S. FOSTER
GA. REGISTERED SURVEYOR No. 3143

CITY COUNCIL MEETING

January 20, 2015

TITLE: FEBRUARY 16, 2015 CITY COUNCIL MEETING

PURPOSE: To discuss whether to cancel or reschedule the meeting due to the President's Day holiday.

RECOMMENDATION: No recommendation.

HISTORY/ANALYSIS: Council consideration is needed to either cancel or reschedule the City Council meeting due to holiday, which might lead to a lack of quorum in attendance at the meeting.

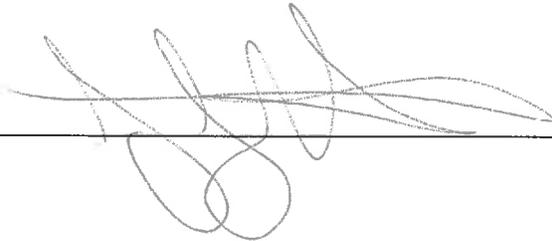
Department

Director:



City

Manager:



New Business

CITY COUNCIL MEETING

January 20, 2015

TITLE: Certified Police Officer Pay Plan

PURPOSE: To request Council's approval of a Certified Police Officer 5-Year Pay Plan for officers from the first through the fifth year of employment.

RECOMMENDATION: Staff recommends approval

HISTORY: Due to the difficulty of recruiting and retaining quality Police Officers, we would like to propose a 5-year pay plan for certified police officers.

The City of St. Marys has had a high turnover of certified police officers over the past five years based on a review of the employment history of the department. The primary reason given, during exit interviews, was pay. This led to a review of various police agencies in the area and their payroll practices. Below is a comparison of starting salaries for certified patrol officers in our area:

	St. Marys	Kingsland	Camden	Glynn Co.	Brunswick
Certified Officer	\$31,457	\$31,299	\$32,189	\$33,142	\$31,754
Hiring Salary	\$31,457	\$31,299	varies	\$39,770	varies

Over the last year and a half, the department has averaged 7-10 vacancies. In 2014, the police department experienced a turnover rate of 32%. The majority of exiting officers cite "pay" as the top reason for seeking employment elsewhere. This has led to a serious shortage of experienced officers with between three to six years' experience in the department. The purpose of the proposed salary pay plan is to address this problem.

The proposed salary scale stays within the salary guidelines adopted by the City of St. Marys for Certified Police Officers. Through adoption of this pay scale the staff looks to achieve:

- Stability of manpower within the police department.
- Minimizing the need for additional hiring's.
- Establish an experienced manpower pool of officers.
- Save staff time on the hiring process.

A significant issue with regard to adoption of any change is how we will be able to measure the effects of the change. Staff believes we will be able to measure the success of this program through the following measures over the next three to four years:

- Rates of retention compared to the last five years for newly hired officers and officers hired in the previous two years.
- Vacancy rate.

Reports will be provided back to Council on an annual basis.

How will we pay for this program? The City currently budgets for a 32 man police department. I have reviewed the current manning with staff and we recommend budgeting for a 30 man force moving forward. This will result in an overall savings to the City in the police budget over the next five years of \$239,723. These funds could be reallocated to other areas within the police department to address other needs.

Will the reduction of two budgeted positions impact the City's ability to provide police protective services: Over the past three years the City has had as many as 11 vacancies. Therefore total manning over this same time period has averaged 27 sworn officers. Additional coverage has been provided by part time officers to help offset these vacancies, including Lieutenants and the Chief. By moving to this program we should have an actual net increase of officers on the street.

The following documents are attached:

- Adopted Payroll Guidelines.
- Employee Five Year Certified Officer Loss Sheet
- Projected Salary Spreadsheet 2015-2019
- Proposed Police Pay Plan

Department Director: _____

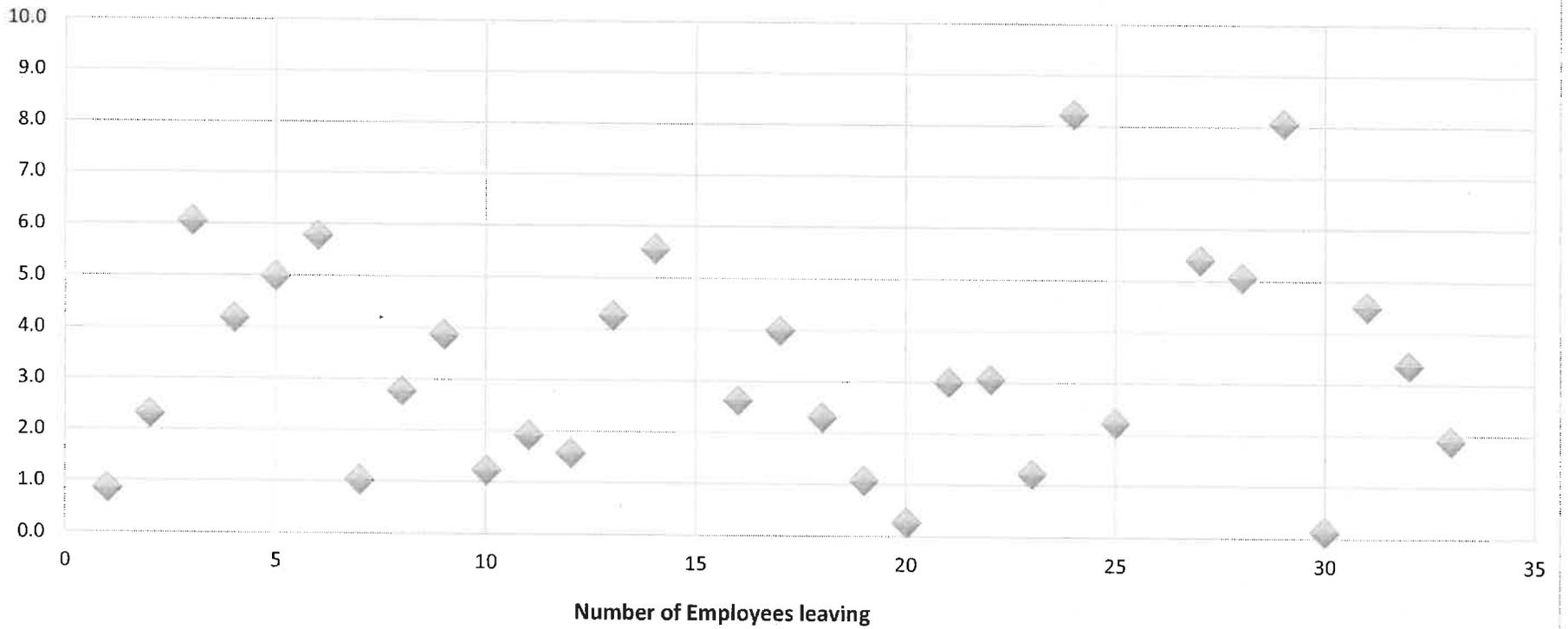
Donna M. Folsom

City Manager: _____

[Signature]

Years of Employment

2010-2014



Position	EMPLOYEE'S NAME	F/P	HIRE	YEARS/SERV	RATE	Current Salary		Jan-15 Adjustment	Proposed Salary	Jan-16 Adjustment	Proposed Salary 2 yr	Jan-17 Adjustment	Proposed Salary 3 yr	Jan-18 Adjustment	Proposed Salary 4 yr	Jan-19 Adjustment	Proposed Salary 5yr
Corporal	GILLILAND, MISTY N	F	07/02/2007	7.50	16.2	\$ 36,013	7 yrs total, 5-Corporal	\$ 5,334	\$ 41,347	\$ -	\$ 41,347	\$ -	\$ 41,347	\$ -	\$ 41,347	\$ -	\$ 41,347
Corporal	MUHAMMAD, BILAAL*	F	07/06/2011	3.49	16.92	\$ 35,813	13 yrs total, 1-Corporal	\$ -	\$ 35,813	\$ -	\$ 35,813	\$ 1,690	\$ 37,503	\$ 1,876	\$ 39,379	\$ 1,968	\$ 41,347
Corporal	OWENS, BENJAMIN S	F	07/08/2009	5.48	16.11	\$ 35,813	5 yrs total, 1-Corporal	\$ -	\$ 35,813	\$ -	\$ 35,813	\$ 1,690	\$ 37,503	\$ 1,876	\$ 39,379	\$ 1,968	\$ 41,347
Corporal	TODD, WILLIAM	F	12/05/2012	2.07	16.11	\$ 35,813	3 yrs total, 1-Corporal	\$ -	\$ 35,813	\$ -	\$ 35,813	\$ 1,690	\$ 37,503	\$ 1,876	\$ 39,379	\$ 1,968	\$ 41,347
Corporal	TURNER, SHAMORGAN D	F	08/04/2008	6.41	16.98	\$ 37,747	6 yrs total, 4-Corporal	\$ 1,632	\$ 39,379	\$ 1,968	\$ 41,347	\$ -	\$ 41,347	\$ -	\$ 41,347	\$ -	\$ 41,347
Lieutenant	BROCK, SHANNON D	F	11/30/2000	14.08	19.88	\$ 41,350	2yr	\$ 591	\$ 41,941	\$ 2,098	\$ 44,039	\$ 2,201	\$ 46,240	\$ 2,312	\$ 48,552	\$ -	\$ 48,552
Lieutenant	BROWN, MARGARET	F	01/18/1990	24.95	22.78	\$ 47,382	6yr	\$ 1,170	\$ 48,552	\$ -	\$ 48,552	\$ -	\$ 48,552	\$ -	\$ 48,552	\$ -	\$ 48,552
Lieutenant	GUY, JOHNNY K	F	11/17/2000	14.12	23.16	\$ 48,173	10yr	\$ 379	\$ 48,552	\$ -	\$ 48,552	\$ -	\$ 48,552	\$ -	\$ 48,552	\$ -	\$ 48,552
Off I non cert	BATTEN, MICHAELA L	F	08/27/2014	0.34	13.59	\$ 31,455	< 1	\$ -	\$ 31,455	\$ 788	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326
Off I non cert	DAVIS, CAMBREIA L	F	08/27/2014	0.34	13.59	\$ 28,263	< 1	\$ -	\$ 28,263	\$ 3,980	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326
Officer II	AZEMAR, JACQUES	F	10/13/2014	0.22	14.15	\$ 31,455	< 1	\$ 788	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192
Officer II	FULLMER, ALLEN	F	10/13/2014	0.22	14.15	\$ 31,455	< 1	\$ 788	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192
Officer II	GRAW, AMANDA R	F	04/11/2012	2.72	14.37	\$ 31,945	2	\$ 1,911	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192	\$ -	\$ 39,192
Officer II	HUFFMON, JOSHUA D	F	04/11/2012	2.72	14.37	\$ 31,945	2	\$ 1,911	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192	\$ -	\$ 39,192
Officer II	MILLS, DAVID B	F	02/12/2014	0.89	14.15	\$ 31,455	< 1 with City, 14.5 total Exp	\$ 2,401	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192	\$ -	\$ 39,192
Officer II	NICHOLS, GARY J	F	02/17/2010	4.87	15.09	\$ 33,545	4	\$ 3,781	\$ 37,326	\$ 1,866	\$ 39,192	\$ -	\$ 39,192	\$ -	\$ 39,192	\$ -	\$ 39,192
Officer II	RICHARDSON, WILLIAM	F	10/13/2014	0.22	14.15	\$ 31,455	< 1	\$ 788	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192
Officer II	THORPE, ANDREW C	F	12/26/2012	2.01	14.37	\$ 31,945	2	\$ 1,911	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192	\$ -	\$ 39,192
Officer II	DENT, IAN	P	08/16/2013	1.38	14.36	\$ 31,922	1	\$ 321	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192
Officer II	Part-time				14.15	\$ 31,455		\$ 788	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,692	\$ 35,548	\$ 1,778	\$ 37,326	\$ 1,866	\$ 39,192
Officer II	Vacant					\$ 29,810		\$ -	\$ 29,810	\$ 2,433	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,612	\$ 35,468	\$ -	\$ 35,468
Officer II	Vacant					\$ 29,810		\$ -	\$ 29,810	\$ 2,433	\$ 32,243	\$ 1,613	\$ 33,856	\$ 1,612	\$ 35,468	\$ -	\$ 35,468
Officer II	Vacant **					\$ 29,810		\$ -	\$ 29,810	\$ 1,647	\$ 31,457	\$ 786	\$ 32,243	\$ 1,613	\$ 33,856	\$ -	\$ 33,856
Officer II	Vacant **					\$ 29,810		\$ -	\$ 29,810	\$ 1,647	\$ 31,457	\$ 786	\$ 32,243	\$ 1,613	\$ 33,856	\$ -	\$ 33,856
Officer II	Vacant **					\$ 29,810		\$ -	\$ 29,810	\$ 1,647	\$ 31,457	\$ 786	\$ 32,243	\$ 1,613	\$ 33,856	\$ -	\$ 33,856
Sergeant	MOORE, JOHN I	F	07/05/2006	8.49	16.92	\$ 37,613	8 yrs total, 3-Sgt	\$ 1,953	\$ 39,566	\$ 1,978	\$ 41,544	\$ 2,077	\$ 43,621	\$ -	\$ 43,621	\$ -	\$ 43,621
Sergeant	ISERNHAGEN, TODD D	F	01/02/2008	7.00	16.92	\$ 37,613	6 yrs total, 2-Sgt	\$ 69	\$ 37,682	\$ 1,884	\$ 39,566	\$ 1,978	\$ 41,544	\$ 2,077	\$ 43,621	\$ -	\$ 43,621
Sergeant	LAUF, VICKY D	F	10/07/1993	21.23	21.22	\$ 47,172	21 years total	\$ -	\$ 47,172	\$ -	\$ 47,172	\$ -	\$ 47,172	\$ -	\$ 47,172	\$ -	\$ 47,172
Sergeant	WINKLE, CHRISTOPHER J	F	09/27/2006	8.26	17.35	\$ 38,569	8 yrs total, 1-Sgt	\$ -	\$ 38,569	\$ -	\$ 38,569	\$ 997	\$ 39,566	\$ 1,978	\$ 41,544	\$ 2,077	\$ 43,621
								\$ 26,515		\$ 39,200		\$ 36,706		\$ 39,796		\$ 20,867	

* Currently working at a higher classification (Sergeant) at annual rate of 37,613.16

**1st 3 months \$25,000. Move to \$32,243 after Academy

Fica 7.65%	\$2,028	\$2,999	\$2,808	\$3,044	\$1,596
Retirement	\$1,856	\$2,744	\$2,569	\$2,786	\$1,461
Workers Comp	\$1,458	\$2,156	\$2,019	\$2,189	\$1,148
	<u>\$ 31,858</u>	<u>\$ 47,099</u>	<u>\$ 44,103</u>	<u>\$ 47,815</u>	<u>\$ 25,072</u>
Annual Savings	\$ 55,276.15	\$ 40,035.17	\$ 43,031.09	\$ 39,318.53	\$ 62,062.09

2 Vacant Positions Eliminated	
Salary	\$ 59,620.86
Fica	\$ 4,561.00
Retirement	\$ 4,173.46
Health/Dental/Etc	\$ 15,499.32
Workers Comp	\$ 3,279.15
	<u>\$ 87,133.79</u>

\$ 239,723.02 over 5 years

CITY OF ST MARYS PUBLIC SAFETY PAY PLAN
Police Positions Based on 2223 hours per year

Current

Proposed

**Police Officer
Non-Cert**

Yearly	\$28,263
Hourly	\$ 12.71

**Police Officer
Non- Cert 2080hrs**

Yearly	\$ 25,000	During Academy
Hourly	\$ 12.02	

**Police Officer I
Grade 12**

Yearly	\$28,263
Hourly	\$ 12.71

**Police Officer I - FTO
Grade 13**

Yearly	\$29,817
Hourly	\$ 13.41

**Police Officer II -6 mths
Grade 14**

Yearly	\$31,457
Hourly	\$ 14.15

**Police Officer II - After completion of FTO
Grade 14**

Yearly	\$32,243
Hourly	\$ 14.50

**Police Officer II - Year 2
Grade 14**

Yearly	\$33,856
Hourly	\$ 15.23

**Police Officer II - Year 3
Grade 14**

Yearly	\$35,548
Hourly	\$ 15.99

**Police Officer II - Year 4
Grade 14**

Yearly	\$37,326
Hourly	\$ 16.79

**Police Officer II - Year 5
Grade 14**

Yearly	\$39,192
Hourly	\$ 17.63

**Police Corporal
Grade 15**

Yearly	\$ 33,187
Hourly	\$ 14.93

**Police Corporal - Year 1
Grade 15**

Yearly	\$34,017
Hourly	\$ 15.30

**Police Corporal - Year 2
Grade 15**

Yearly	\$35,718
Hourly	\$ 16.07

**Police Corporal - Year 3
Grade 15**

Yearly	\$37,503
Hourly	\$ 16.87

**Police Corporal- Year 4
Grade 15**

Yearly	\$39,379
Hourly	\$ 17.71

**Police Corporal - Year 5
Grade 15**

Yearly	\$41,347
Hourly	\$ 18.60

**Police Sergeant
Grade 16**

Yearly	\$ 35,012
Hourly	\$ 15.75

**Police Sergeant - Year 1
Grade 16**

Yearly	\$35,887
Hourly	\$ 16.14

**Police Sergeant - Year 2
Grade 16**

Yearly	\$37,682
Hourly	\$ 16.95

**Police Sergeant - Year 3
Grade 16**

Yearly	\$39,566
Hourly	\$ 17.80

**Police Sergeant - Year 4
Grade 16**

Yearly	\$41,544
Hourly	\$ 18.69

**Police Sergeant - Year 5
Grade 16**

Yearly	\$43,621
Hourly	\$ 19.62

**Police Lieutenant
Grade 18**

Yearly	\$38,970
Hourly	\$ 17.53

**Police Lieutenant - Year 1
Grade 18**

Yearly	\$39,944
Hourly	\$ 17.97

**Police Lieutenant - Year 2
Grade 18**

Yearly	\$41,941
Hourly	\$ 18.87

**Police Lieutenant - Year 3
Grade 18**

Yearly	\$44,039
Hourly	\$ 19.81

**Police Lieutenant - Year 4
Grade 18**

Yearly	\$46,240
Hourly	\$ 20.80

**Police Lieutenant - Year 5
Grade 18**

Yearly	\$48,552
Hourly	\$ 21.84

CLASS TITLE	PROP GRADE	MIN	MID	MAX	MIN	MID	MAX
TOURISM HOSTESS	1	\$15,683	\$18,977	\$22,270	\$7.54	\$9.12	\$10.71
ORANGE HALL HOSTESS	1	\$15,683	\$18,977	\$22,270	\$7.54	\$9.12	\$10.71
SENIOR CENTER SERVICES ASSISTA	1	\$15,683	\$18,977	\$22,270	\$7.54	\$9.12	\$10.71
WATER PLANT OP ASSISTANT	8	\$22,814	\$27,605	\$32,396	\$10.97	\$13.27	\$15.57
EQUIPMENT OPERATOR I/LABORER	8	\$22,814	\$27,605	\$32,396	\$10.97	\$13.27	\$15.57
LIFT STATION TECHNICIAN	8	\$22,814	\$27,605	\$32,396	\$10.97	\$13.27	\$15.57
POLICE RECORDS TECHNICIAN	8	\$22,814	\$27,605	\$32,396	\$10.97	\$13.27	\$15.57
STAFF ASSISTANT	8	\$22,814	\$27,605	\$32,396	\$10.97	\$13.27	\$15.57
CUSTOMER SERVICE REPRESENTATIVE	9	\$24,069	\$29,123	\$34,178	\$11.57	\$14.00	\$16.43
LIBRARY TECHNICIAN	9	\$24,069	\$29,123	\$34,178	\$11.57	\$14.00	\$16.43
EQUIPMENT OPERATOR II	10	\$25,393	\$30,725	\$36,057	\$12.21	\$14.77	\$17.34
METER TECHNICIAN	10	\$25,393	\$30,725	\$36,057	\$12.21	\$14.77	\$17.34
EQUIPMENT OPERATOR II-CREW LEA	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
EQUIPMENT OPERATOR III	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
WATER PLANT OPERATOR I	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
BUILDING AND PLANNING ASSISTAN	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
ACCOUNTS PAYABLE CLERK	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
FACILITIES MAINTENANCE TECHNIC	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
INVENTORY CONTROL SPECIALIST	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
WASTEWATER PLANT OPERATOR I	11	\$26,789	\$32,415	\$38,041	\$12.88	\$15.58	\$18.29
LIBRARY SPECIALIST	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
EQUIPMENT OPERATOR III-CREW LE	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
FIRE FIGHTER	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
MECHANIC II	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
POLICE OFFICER I	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
PROPERTY/EVIDENCE TECHNICIAN	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
SR. EQUIPMENT OPERATOR	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
UTILITY BILLING CLERK	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
CONSTRUCTION INSPECTOR	12	\$28,263	\$34,198	\$40,133	\$13.59	\$16.44	\$19.29
WASTEWATER PLANT OPERATOR II	13	\$29,817	\$36,079	\$42,340	\$14.34	\$17.35	\$20.36
WATER PLANT OPERATOR II	13	\$29,817	\$36,079	\$42,340	\$14.34	\$17.35	\$20.36
LEAD METER READER	13	\$29,817	\$36,079	\$42,340	\$14.34	\$17.35	\$20.36
SENIOR CENTER MANAGER	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
SYSTEMS ANALYST	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
EXECUTIVE ASSISTANT - CM	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
POLICE OFFICER II	14	\$31,457	\$38,063	\$44,669	\$14.15	\$17.12	\$20.09
CLASS TITLE	PROP GRADE	MIN	MID	MAX	MIN	MID	MAX
ECONOMIC DEVELOPMENT PROJECT COORDINATOR	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
BUILDING INSPECTOR I	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
SR. ADMIN. ASSISTANT	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
PURCHASING AGENT	14	\$31,457	\$38,063	\$44,669	\$15.12	\$18.30	\$21.48
BOOKKEEPER	15	\$33,187	\$40,156	\$47,126	\$15.96	\$19.31	\$22.66
ASSISTANT PLANNER	15	\$33,187	\$40,156	\$47,126	\$15.96	\$19.31	\$22.66
POLICE CORPORAL	15	\$33,187	\$40,156	\$47,126	\$14.93	\$18.06	\$21.20
LIFT STATION ELECTRICIAN	15	\$33,187	\$40,156	\$47,126	\$15.96	\$19.31	\$22.66
MECHANIC SUPERVISOR	15	\$33,187	\$40,156	\$47,126	\$15.96	\$19.31	\$22.66
COURT ADMINISTRATOR	15	\$33,187	\$40,156	\$47,126	\$15.96	\$19.31	\$22.66
FIRE LIEUTENANT	15	\$33,187	\$40,156	\$47,126	\$12.04	\$14.57	\$17.10
JR. ACCOUNTANT	15	\$33,187	\$40,156	\$47,126	\$15.96	\$19.31	\$22.66
POLICE RECORDS MANAGER/TAC	16	\$35,012	\$42,365	\$49,718	\$16.83	\$20.37	\$23.90
POLICE SERGEANT	16	\$35,012	\$42,365	\$49,718	\$15.75	\$19.06	\$22.37
WASTEWATER MAINTENANCE SUPERVI	16	\$35,012	\$42,365	\$49,718	\$16.83	\$20.37	\$23.90
BUILDING INSPECTOR II	16	\$35,012	\$42,365	\$49,718	\$16.83	\$20.37	\$23.90
STAFF ACCOUNTANT	16	\$35,012	\$42,365	\$49,718	\$16.83	\$20.37	\$23.90
FIRE CAPTAIN	18	\$36,263	\$47,153	\$55,337	\$13.16	\$17.11	\$20.08
POLICE LIEUTENANT	18	\$36,263	\$47,153	\$55,337	\$17.43	\$22.67	\$26.60
PUBLIC WORKS SUPERVISOR	18	\$36,263	\$47,153	\$55,337	\$17.43	\$22.67	\$26.60
PUBLIC WORKS ENGINEER	20	\$43,374	\$52,483	\$61,591	\$20.85	\$25.23	\$29.61
MAIN STREET COORDINATOR	20	\$43,374	\$52,483	\$61,591	\$20.85	\$25.23	\$29.61
UTILITIES SUPERINTENDENT	21	\$45,760	\$55,369	\$64,979	\$22.00	\$26.62	\$31.24
CITY CLERK	22	\$48,277	\$58,415	\$68,553	\$23.21	\$28.08	\$32.96
IT MANAGER	22	\$48,277	\$58,415	\$68,553	\$23.21	\$28.08	\$32.96
LIBRARY DIRECTOR	22	\$48,277	\$58,415	\$68,553	\$23.21	\$28.08	\$32.96
ASSISTANT FINANCE DIRECTOR	24	\$53,733	\$65,017	\$76,301	\$25.83	\$31.26	\$36.68
ASSISTANT FIRE CHIEF	24	\$53,733	\$65,017	\$76,301	\$25.83	\$31.26	\$36.68
POLICE CHIEF	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
ECONOMIC DEVELOPMENT DIRECTOR	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
FIRE CHIEF	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
HUMAN RESOURCE DIRECTOR	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
PUBLIC WORKS DIRECTOR	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
PLANNING DIRECTOR	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
FINANCE DIRECTOR	27	\$63,096	\$76,346	\$89,596	\$30.33	\$36.70	\$43.07
CITY MANAGER (Salary Set By Contract)	*	\$82,463	\$99,781	\$117,098	\$39.65	\$47.97	\$56.30

* Recommended range, salary set by Elected Officials

CITY COUNCIL MEETING

January 20, 2015

TITLE: EMPLOYEE ONE TIME PAYMENT

PURPOSE: Approve a budget ordinance and a one-time Employee payment

RECOMMENDATION: Approval

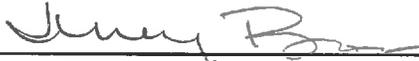
HISTORY/ANALYSIS:

This is a recommendation to give all full time employees of the City of St. Marys a one-time payment of \$500. Employees hired in 2014 will receive a prorated amount.

Employees receiving a pay adjustment under the police pay scale reallocation and employees hired after November 1, 2014 are not eligible for the one-time payment.

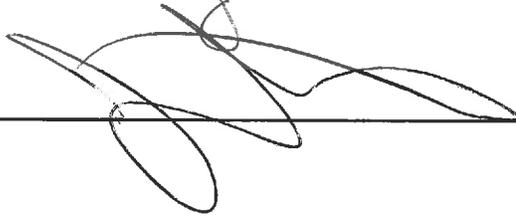
Department

Director: _____



City

Manager: _____



AN ORDINANCE TO AMEND THE FISCAL YEAR 2015
BUDGET ORDINANCE, CITY OF ST. MARYS, GEORGIA

BE IT AND IT IS HEREBY ORDAINED by the Mayor and Council of the City of St. Marys, Georgia in regular session lawfully assembled for City purposes:

That it is necessary to amend the FY15 General Fund Budget to reflect the onetime payment for the fulltime employees.

That the above transaction can be fulfilled by changing the following budget accounts in the General Fund as follows:

<u>Budget Account</u>	<u>Adopted Budget</u>	<u>Net Change</u>	<u>Proposed</u>
See Attached			

ADOPTED in legal assembly this _____ day of _____, 2015.

CITY OF ST. MARYS, GEORGIA

By: _____
John F. Morrissey, Its Mayor

Attest: _____
Deborah Walker-Reed, Its City Clerk

FUND/DEPARTMENT			ADOPTED BUDGET	NET CHANGE	PROPOSED BUDGET
GENERAL FUND					
LEGISLATIVE	SALARIES	51100-51.1100	\$ 49,206	\$ 500	\$ 49,706
	FICA	51100-51.2200	\$ 9,074	\$ 38	\$ 9,112
EXECUTIVE	SALARIES	51300-51.1100	\$ 144,862	\$ 709	\$ 145,571
	FICA	51300-51.2200	\$ 11,136	\$ 55	\$ 11,191
FINANCE	SALARIES	51510-51.1100	\$ 103,923	\$ 1,200	\$ 105,123
	FICA	51510-51.2200	\$ 8,226	\$ 92	\$ 8,318
IT	SALARIES	51535-51.1100	\$ 102,972	\$ 1,000	\$ 103,972
	FICA	51535-51.2200	\$ 7,901	\$ 77	\$ 7,978
HR	SALARIES	51540-51.1100	\$ 88,037	\$ 1,000	\$ 89,037
	FICA	51540-51.2200	\$ 6,735	\$ 77	\$ 6,812
COURT	SALARIES	52650-51.1110	\$ 36,920	\$ 500	\$ 37,420
	FICA	52650-51.2200	\$ 2,863	\$ 38	\$ 2,901
POLICE	SALARIES	53210-51.1100	\$ 1,315,883	\$ (7,964)	\$ 1,307,919
	FICA	53210-51.2200	\$ 107,302	\$ (609)	\$ 106,693
FIRE	SALARIES	53510-51.1100	\$ 907,174	\$ 13,000	\$ 920,174
	FICA	53510-51.2200	\$ 77,591	\$ 995	\$ 78,586
PUBLIC WORKS	SALARIES	54100-51.1100	\$ 610,437	\$ (1,107)	\$ 609,330
	FICA	54100-51.2200	\$ 48,228	\$ (85)	\$ 48,143
CEMETERY	SALARIES	54950-51.1100	\$ 5,377	\$ 50	\$ 5,427
	FICA	54950-51.2200	\$ 412	\$ 4	\$ 416
SENIOR CENTER	SALARIES	55520-51.1100	\$ 59,523	\$ 500	\$ 60,023
	FICA	55520-51.2200	\$ 4,623	\$ 38	\$ 4,661
LIBRARY	SALARIES	56510-51.1100	\$ 186,270	\$ 2,000	\$ 188,270
	FICA	56510-51.2200	\$ 14,250	\$ 154	\$ 14,404
BUILDING	SALARIES	57210-51.1100	\$ 75,414	\$ 825	\$ 76,239
	FICA	57210-51.2200	\$ 5,745	\$ 63	\$ 5,808
PLANNING	SALARIES	57410-51.1100	\$ 110,351	\$ 950	\$ 111,301
	FICA	57410-51.2200	\$ 8,537	\$ 73	\$ 8,610
CODE ENFORCEMENT	SALARIES	57450-51.1100	\$ 38,002	\$ 334	\$ 38,336
	FICA	57450-51.2200	\$ 2,908	\$ 26	\$ 2,934

FUND/DEPARTMENT			ADOPTED BUDGET	NET CHANGE	PROPOSED BUDGET
GENERAL FUND					
ECONOMIC DEVELOPMENT	SALARIES	57520-51.1100	\$ 45,000	\$ (13,500)	\$ 31,500
	FICA	57520-51.2200	\$ 3,443	\$ (1,033)	\$ 2,410
WATER/SEWER FUND					
SEWER	SALARIES	54310-51.1100	\$ 630,687	\$ 7,260	\$ 637,947
	FICA	54310-51.2200	\$ 50,309	\$ 555	\$ 50,864
WATER	SALARIES	54410-51.1100	\$ 532,470	\$ 7,760	\$ 540,230
	FICA	54410-51.2200	\$ 43,565	\$ 594	\$ 44,159
	Contingency	54410-57.9200	\$ 75,000	\$ (16,169)	\$ 58,831
SOLID WASTE FUND					
	SALARIES	54520-51.1100	\$ 58,407	\$ 750	\$ 59,157
	FICA	54520-51.2200	\$ 4,469	\$ 57	\$ 4,526
	Contingency	54520-57.9300	\$ 20,630	\$ (807)	\$ 19,823

CITY COUNCIL MEETING
January 20, 2015

TITLE: RESOLUTION AUTHORIZING RESTRUCTURING OF GLYNN BRUNSWICK MEMORIAL HOSPITAL AUTHORITY

PURPOSE: Authorize Approval of Glynn Brunswick Hospital Authority Request to Restructure Their Operation by Leasing Their Property Comprising the Southeast Georgia Health System to Southeast Georgia Health System, Inc.

RECOMMENDATION: Staff Recommends Adoption of Resolution.

HISTORY/ANALYSIS: A briefing was held on this matter on July 15, 2014. I have attached a copy of the "Fact Sheet" and "Restructuring Proposal" that was presented at the meeting. The main purpose of the restructuring is to allow the Hospital Authority greater flexibility in meeting the rapid-fire changes in the industry.

Attachments:

- Restructuring Fact Sheet
- Restructuring Proposal Power Point Presentation

**City
Manager:** _____



**ST. MARYS CITY COUNCIL
ST. MARYS, GEORGIA**

Resolution Number:
Reading and Adoption:

At the regular meeting of the St. Marys City Council, held in the St. Marys City Hall, St. Marys, Georgia:

Present:

John F. Morrissey, Mayor
Robert L. Nutter, Councilman, Post 1
Elaine Powierski, Councilwoman, Post 2
Jim Gant, Councilman, Post 3
David Reilly, Councilman, Post 4
Sam L. Colville, Councilman, Post 5
Linda P. Williams, Councilwoman, Post 6

On the motion of _____, which carried _____ the following Resolution was adopted:

Be it hereby resolved by the St. Marys City Council that:

WHEREAS, Glynn Brunswick Memorial Hospital Authority is desirous of restructuring their operation by leasing their property comprising the Southeast Georgia Health System to Southeast Georgia Health System, Inc., and

WHEREAS, pursuant to state law, the consent of the St. Marys City Council is necessary for such restructuring, and

WHEREAS, the St. Marys City Council wishes to allow such restructuring,

NOW, THEREFORE, BE IT RESOLVED by the St. Marys City Council, acting in its capacity as the governing authority of the City of St. Marys, that the restructuring of the Glynn Brunswick Memorial Hospital Authority by leasing their property comprising the Southeast Georgia Health System to Southeast Georgia Health System, Inc. is hereby approved.

This Resolution shall be effective upon adoption.

This the _____ day of _____, 2015.

ST. MARYS CITY COUNCIL

By: _____
John F. Morrissey, MAYOR

ATTEST:

DEBORAH WALKER-REED, CITY CLERK
CITY OF ST. MARYS, GEORGIA

Glynn-Brunswick Memorial Hospital Authority

Restructuring Fact Sheet

What is Restructuring?

Restructuring is a process whereby the Glynn-Brunswick Memorial Hospital Authority (the "Hospital Authority") agrees to form a non-profit Corporation ("Southeast Georgia Health System, Inc.") and lease the assets and property owned by the Hospital Authority to Southeast Georgia Health System. The Hospital Authority serves as Landlord and Lessor, and the new non-profit corporation makes lease payments to the Hospital Authority and assumes all operational and community responsibilities. This includes the day-to-day running of the hospital and a continued commitment to treating indigent patients in our community.

Why Restructure?

As everyone knows, the current climate in the healthcare industry is rapidly shifting. Without restructuring, the Health System is limited in its ability to expand its services and operations. The Hospital Authority would like to move forward with the restructuring process in order to have the flexibility to meet the rapid-fire changes in the industry.

Does this change the nomination process for Hospital Authority members?

No. The Board of Commissioners for Glynn County and for the City of Brunswick would continue to nominate members of the Hospital Authority in the same manner they have always done, and the Hospital Authority does not go away. Additionally, with the creation of the new non-profit corporation, there will be greater opportunities for community and physician involvement in the governance of the Hospital.

Is this a new process?

No. Hospital Authorities in Georgia have been restructuring since the late 1980's. 81 of the 174 hospitals in Georgia are associated with Hospital Authorities. Of those 81 hospitals, 50 are operated by restructured Hospital Authorities. Our Hospital Authority is the largest non-restructured Hospital Authority in the state of Georgia. Some examples of restructured hospital authorities include those in Augusta, Macon, Savannah, Marietta, Gainesville, North Atlanta, Fulton-DeKalb (Grady) and Albany.

Will this restructure result in people losing their jobs?

No. Restructuring will have no impact on the number of employees currently employed by the Health System.

Does this mean the hospital is being sold?

No. The restructuring is not a sale of the assets of the Hospital Authority. The Hospital Authority will maintain control over the assets and real property it currently owns as Landlord and Lessor of this property and assets. Restructuring will permit the Hospital Authority to affiliate with other organizations, if it determines that it is in the best interest of our patients and this community.

Will there be an opportunity for public comment in this process?

Yes, the governing Georgia law will require for there to be a public hearing 60 days prior to the date upon which the lease will become effective. Notice of this hearing must be posted at least 60 days before the date of the hearing. This will give members of the public the opportunity to comment on the proposed restructuring process.

What is the timeline on this process?

The Hospital Authority approved beginning the process of restructuring on June 23, 2014. We would like to conclude this process with the execution of the lease between the new non-profit corporation and the Hospital Authority in November, 2014.

Restructuring Proposal

Presented by Gary R. Colberg, FACHE
Carlton DeVoght, FACHE
July 15, 2014



What is it?

- **Formation of non-profit corporation (NEWCO)**
- **Lease between GBMHA & NEWCO**
- **GBMHA is "landlord" and retains ownership of assets and property**
- **NEWCO assumes all debts and responsibilities of GBMHA**



Why Restructure?

- **Currently confined by geography and business line**
- **Need to be flexible to adapt to health care changes**
- **Address competitors**
- **Maintain Quality of Care in this community**



Key Points

- **Not a new process**
- **Majority of Hospital Authorities have already restructured**
- **Will not result in any jobs lost**
- **Does not change GBMHA nomination process**
- **There will be time for public comment**



This is not a "Sale"

- **The GBMHA is not selling the hospital**
- **The Georgia Hospital Acquisition Act would require heavy scrutiny by Attorney General**
- **The GBMHA still owns the assets and serves in a role similar to a Landlord**



Board Membership for NEWCO

- **Initially, the current 9 GBMHA members and two physicians to be named later**
- **Law requires one Hospital Authority member be on Board of restructured entity**
- **We propose at least three at all times (1 County appointee, 1 City appointee, the Joint appointee)**
- **All members of this Board should live in Glynn County**



Timeline

- **Resolution to County and City in August**
- **Notice of Public Hearing in August**
- **Hearing in October**
- **Lease goes into effect in December**



**SOUTHEAST GEORGIA
HEALTH SYSTEM**

Questions & Answers



**SOUTHEAST GEORGIA
HEALTH SYSTEM**

CITY COUNCIL MEETING
January 20, 2015

TITLE: SANITARY SEWER EXTENSIONS FOR MARSH VIEW LANE AND WRIGHT STREET – CONSTRUCTION CONTRACT AWARD

PURPOSE: To award a contract to Underground Excavation, Inc. for the amount of \$361,383.00 for the construction of the Marsh View Lane and Wright Street Sanitary Sewer Extension.

RECOMMENDATION: Approval.

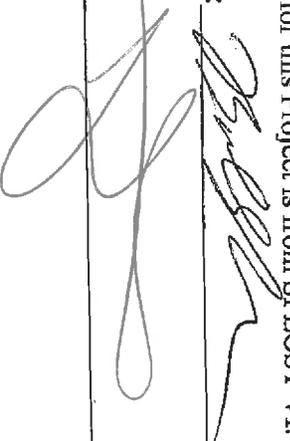
HISTORY/ANALYSIS: City Council directed staff to develop and advertise a Request for Proposals (RFP) for the designs of sanitary sewer extensions for Marsh View Lane and Wright Street. Proposals were received from four firms: EMC Engineering Services, Stevenson and Palmer Engineering, P&A Engineering, and CSEC, Inc.

At the June 2, 2014 City Council meeting, Stevenson and Palmer Engineering was awarded the design contract in the amount of \$19,800.00. Once the design was completed, the City advertised the Project for Construction. The City received three bids from Utility Contractors.

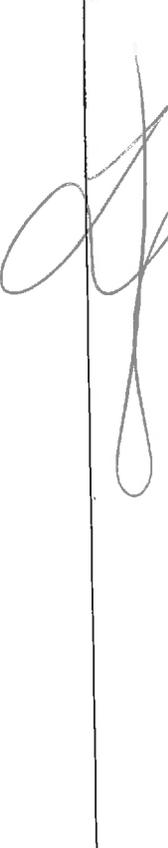
Contractor	Bid Amount
Underground Excavation, Inc	\$361,383.00
RJ's Underground Utilities	\$494,986.11
J.B. Coxwell Contracting, Inc	\$946,447.00

Stevenson and Palmer Engineering reviewed the bids and recommended awarding the project to Underground Excavation, Inc. The Public Works Department concurs with this recommendation. Funding for this Project is from SPL/OST VI.

Department Director:



City Manager:





Albany
Atlanta
Augusta
Savannah

December 17, 2014

Mr. Bobby Marr
Public Works Director
City of St. Marys
418 Osborne Street
St. Marys, GA 31558

**RE: Bids Received
Marsh View Lane & Wright Street Sanitary Sewer Extension**

Dear Mr.Marr:

Stevenson & Palmer Engineering, Inc. (SPE) received the bids for the **Marsh View Lane & Wright Street. Sanitary Sewer Extension** on December 16, 2014 at 2:00 pm. Enclosed is a tabulation of the bids received (see Attachment).

After reviewing the bid proposals, SPE recommends awarding the contract to Underground Excavating, Inc in the amount of Three Hundred Sixty One Thousand, Three Hundred Eighty-Three Dollars and Zero Cents. **(\$361,383.00)**

If the City concurs with SPE's recommendation, we will prepare and transmit the Notice of Award to you for the City's execution. Upon project award, SPE will prepare and transmit the contract documents to the contractor with instructions to obtain the Payment Bond, Performance Bond, and insurance certificates; however, this will not give the contractor the authority to begin construction. After receipt of these documents from the contractor and a satisfactory review by SPE and execution by the City, a pre-construction conference will be scheduled. We will then conduct a Preconstruction Conference and issue a Notice to Proceed to begin construction.

Please contact our office if you have any questions regarding the post-bid procedures.

Sincerely,
STEVENSON & PALMER ENGINEERING, INC.

A handwritten signature in black ink, appearing to read "J. C. Vaughn, Jr.", is written over a light blue horizontal line.

James C. Vaughn, Jr., P.E.
Vice President

Attachment



City of St. Marys
Marsh Lane Wright Street Sanitary Sewer Extension
Bid Date: December 16, 2014
Bid Time: 2:00 pm



Item No.	Description	Estimated Quantity	Unit of Measure	Underground Excavating, Inc.		RJ's Underground Utilities		J.B. Coxwell Contracting, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
GRAVITY SEWER SYSTEM									
1.	8" SDR 26 PVC								
a.	0'-6' Depth	89	L.F.	\$35.00	\$3,115.00	\$70.00	\$6,230.00	\$128.00	\$11,392.00
b.	6'-8' Depth	175	L.F.	\$45.00	\$7,875.00	\$75.00	\$13,125.00	\$129.00	\$22,575.00
c.	8'-10' Depth	182	L.F.	\$60.00	\$10,920.00	\$85.00	\$15,470.00	\$132.70	\$24,151.40
d.	10'-12' Depth	180	L.F.	\$70.00	\$12,600.00	\$95.00	\$17,100.00	\$162.80	\$29,304.00
e.	12'-14' Depth	379	L.F.	\$80.00	\$30,320.00	\$115.00	\$43,585.00	\$257.00	\$97,403.00
f.	14'-16' Depth	210	L.F.	\$90.00	\$18,900.00	\$190.00	\$39,900.00	\$321.00	\$67,410.00
2.	8" C900 DR 18 PVC								
a.	12'-14' Depth	70	L.F.	\$100.00	\$7,000.00	\$115.00	\$8,050.00	\$263.90	\$18,473.00
b.	14'-16' Depth	386	L.F.	\$110.00	\$42,460.00	\$190.00	\$73,340.00	\$325.00	\$125,450.00
c.	16'-18' Depth	230	L.F.	\$120.00	\$27,600.00	\$200.00	\$46,000.00	\$327.00	\$75,210.00
GRAVITY SEWER SYSTEM									
3.	4" SDR 26/DR 18 C900 PVC Sewer Service (Main t	18	EA.	\$3,000.00	\$54,000.00	\$625.00	\$11,250.00	\$1,083.00	\$19,494.00
4.	16" Welded Steel Casing (Jack and Bore)	80	L.F.	\$300.00	\$24,000.00	\$250.00	\$20,000.00	\$1,683.00	\$134,640.00
5.	Standard 4' Diameter Manhole (0-6' w/ Invert)	10	EA.	\$3,500.00	\$35,000.00	\$3,000.00	\$30,000.00	\$7,475.00	\$74,750.00
6.	Extra Depth for Standard 4' Diameter Manhole	56.85	V.F.	\$300.00	\$17,055.00	\$525.00	\$29,846.25	\$585.00	\$33,257.25
7.	Manhole Frame and Cover	10	EA.	\$400.00	\$4,000.00	\$1,000.00	\$10,000.00	\$1,310.00	\$13,100.00
8.	Inside Drop Assembly	3	EA.	\$1,500.00	\$4,500.00	\$1,800.00	\$5,400.00	\$1,695.00	\$5,085.00
9.	Connect to Existing Manhole (Core Method)	1	EA.	\$3,500.00	\$3,500.00	\$18,500.00	\$18,500.00	\$2,100.00	\$2,100.00
MISCELLANEOUS									
10.	Stabilization Stone	100	Tons	\$60.00	\$6,000.00	\$100.00	\$10,000.00	\$96.50	\$9,650.00
11.	Remove and Replace Unsuitable Material	80	C.Y.	\$30.00	\$2,400.00	\$100.00	\$8,000.00	\$36.80	\$2,944.00
12.	Pavement	823	L.F.	\$20.00	\$16,460.00	\$45.82	\$37,709.86	\$163.00	\$134,149.00
13.	1.5", 9.5mm Superpave Pavement Overlay	159.1	Tons	\$130.00	\$20,683.00	\$175.00	\$27,842.50	\$175.00	\$27,842.50
14.	Remove and Replace Concrete Sidewalk/Curb	5	L.F.	\$100.00	\$500.00	\$100.00	\$500.00	\$234.02	\$1,170.10
15.	Remove and Replace RCP Driveway Culvert	24	L.F.	\$80.00	\$1,920.00	\$100.00	\$2,400.00	\$102.00	\$2,448.00
16.	Grassing, Mulching & Sod (Ds1, Ds2, Ds3 & Ds4)	1,200	L.F.	\$3.00	\$3,600.00	\$10.50	\$12,600.00	\$8.65	\$10,380.00
17.	Silt Fence Type "A" (Sd1)	2,325	L.F.	\$3.00	\$6,975.00	\$3.50	\$8,137.50	\$1.75	\$4,068.75
TOTAL AMOUNT OF BASE BID					\$361,383.00	\$494,986.11	\$946,447.00		

Note: A mathematical error was made on part of the apparent low bidder. This does not change the bid results.

The undersigned certifies that this is a true and accurate tabulation of Bids received for the above project on the date indicated.

James C. Vaughn, Jr., P.E.
 Stevenson & Palmer Engineering, Inc.

CITY COUNCIL MEETING
January 20, 2015

**TITLE: GDOT LOCAL MAINTENANCE AND IMPROVEMENT GRANT (LMIG) FY 13
ST. MARYS ROAD RIGHT TURN LANE AT S.R. HWY 40.**

PURPOSE: Authorization for the Mayor to sign a contract with Charlie Hester Construction for the Modified FY 2013 LMIG Project – St. Marys Road Right Turn Lane at S.R. Hwy 40.

RECOMMENDATION: Approval.

HISTORY/ANALYSIS: At the December 3, 2012 Council Meeting, the following project list was approved for submittal to GDOT:

- St. Marys Road East Bound Exit Ramp Right Turn Lane.
- I. Street Pavement, Sanitary Sewer and Storm Drainage improvements
- Grace Street Pavement, Sanitary Sewer and Storm Drainage improvements.

The amount of the LMIG funding to the City from GDOT is \$137,548.53. The City of St. Marys has to provide a 30% match in the amount of \$41,264.55 for a total amount of \$178,813.08.

The City of St. Marys contracted with Moreland Altbelle Associates, Inc to provide the Engineering Services of the design and contract administration of the project in the amount of \$18,700. Once the City acquired the GDOT permit for the intersection of St. Marys Road and State Route 40 improvements, the Public Works Department advertised the project for bids. The City received two bids with the both bids over budget.

After analyzing the bids and the available funds, the Public Works Department recommended, with Council approval (November 3, 2014 Council Meeting), that the bids be rejected and that the project list be modified. The City received GDOT's approval for the following revised FY 2013 LMIG Project List:

St. Marys Rd (R-Turn Lane)
Pavement Condition Evaluation

Once the City received approval of the modified list from GDOT, the Public Works Department prepared and advertised the projects as required by law.

The City received two bids for the St. Marys Road Right Turn Lane at S.R. Hwy 40 Project.

Contractor	Bid Amount
Charlie Hester Construction	\$155,899.68
Seaboard Construction	\$180,154.95

Public Works recommends awarding the project to Charlie Hester Construction for the amount of \$155,899.68. This project will be funded from the LMIG grant and SPLOST VI.

Department
Director:  _____

City
Manager:  _____



FY2013 LMIG Project
01/06/2015 2:00 PM
Bid Tabulation Form

Company	Bid Bond - 5%	Total Lump Sum Bid
Charlie Hester Construction Inc.	✓	155,899.68
Seaboard Construction	✓	180,154.95

FY 2013 LMIG PROJECT

Bid Form

CITY OF ST MARYS
418 OSBORNE STREET
ST MARYS, GA 31558

FY 2013 LMIG PROJECT

DATE SUBMITTED: January 6, 2015

Gentlemen:

Having carefully examined the Plans, Specifications, and other Contract Documents relating to the **FY 2013 LMIG PROJECT**, and Addendum No.(s) _____, and also having carefully inspected the premises and the conditions affecting the work, the undersigned hereby proposes and agrees to furnish all materials, labor, skill, equipment, tools, and other things of every kind and description specified, needed or used for the complete execution of all work covered by and in conformity with the afore said Plans, Specifications, and other Contract Documents , and all Amendments and Addenda thereto, for the sums hereinafter stated.

The undersigned agrees to provide all labor, materials, and equipment necessary to perform the work described in the plans, specifications, addenda, etc., all of which comprise the project manual, in accordance with the following bid schedule on the following pages:

Total Construction Lump Sum Bid: \$155,899.68 \$ _____

The undersigned agrees that this Bid may not be revoked or withdrawn after the time is set for the opening of bids but shall remain open for acceptance for a period of sixty (60) calendar days following such time.

FY 2013 LMIG SCHEDULE OF ITEMS

Item #	GDOT #	Description	Units	Est. Bid Quantity	Unit Price Bid	Total Price Bid
005	150-1000A	TRAFFIC CONTROL - ST MARYS ROAD	LS	1	17,500.00	17,500.00
010	163-0232	TEMPORARY GRASSING	AC	1	2,450.00	2,450.00
015	163-0240	MULCH	TN	3	275.00	825.00
020	163-0300	CONSTRUCTION EXIT	EA	1	1,750.00	1,750.00
025	163-0550	CONSTRUCT AND REMOVE INLET SEDIMENT TRAP	EA	1	100.00	100.00
030	165-0030	MAINTENANCE OF TEMPORARY SILT FENCE, TYPE C	LF	180	3.85	693.00
035	165-0101	MAINTENANCE OF CONSTRUCTION EXIT	EA	1	200.00	200.00
040	165-0105	MAINTENANCE OF INLET SEDIMENT TRAP	EA	1	25.00	25.00
045	171-0030	TEMPORARY SILT FENCE, TYPE C	LF	360	3.85	1,386.00
050	210-0100A	GRADING COMPLETE - ST MARYS ROAD	LS	1	31,423.79	31,423.79
055	310-1101	GR AGGR BASE CRS, INCL MATL	TN	280	50.00	14,000.00
060	402-3121	RECYCLED ASPH CONC 25 MM SUPERPAVE, GP 1 OR 2, INCL BITUM MATL & H LIME	TN	145	124.00	17,980.00
065	402-3130	RECYCLED ASPH CONC 12.5 MM SUPERPAVE, GP 2 ONLY, INCL BITUM MATL & H LIME	TN	50	114.12	5,706.00
070	402-3190	RECYCLED ASPH CONC 19 MM SUPERPAVE, GP 1 OR 2, INCL BITUM MATL & H LIME	TN	125	121.54	15,192.50
075	413-1000	BITUM TACK COAT	GL	80	7.50	600.00

COMPANY NAME: Charlie Hester Construction, Inc

Item #	GDOT #	Description	Units	Est. Bid Quantity	Unit Price Bid	Total Price Bid
080	429-1000	RUMBLE STRIPS	EA	256	18.00	4,608.00
085	441-0104	CONC SIDEWALK, 4 IN	SY	60	26.66	1,599.60
090	441-6222	CONC CURB & GUTTER, 8 IN X 30 IN, TP 2	LF	115	16.00	1,840.00
095	446-1100	PVMT REINF FABRIC STRIPS, TP 2, 18 IN	LF	315	12.57	3,959.55
100	550-1240	STORM DRAIN PIPE, 24 IN, H 1-10	LF	15	46.00	690.00
105	550-4224	FLARED END SECTION 24 IN, STORM DRAIN	EA	1	600.00	600.00
110	603-2180	STN DUMPED RIP RAP, TP 3, 12 IN	SY	10	20.00	200.00
115	603-7000	PLASTIC FILTER FABRIC	SY	10	7.50	75.00
120	636-1033	HIGHWAY SIGNS, TP 1 MATL, REFL SHEETING, TP 9	SF	33	33.37	1,101.21
125	636-2070	GALV STEEL POSTS, TP 7	LF	98	4.52	442.96
130	647-1000	TRAFFIC SIGNAL INSTALLATION NO. 1	LS	1	23,500.00	23,500.00
135	653-0120	THERMOPLASTIC PVMT MARKING, ARROW, TP 2	EA	2	150.00	300.00
140	653-1501	THERMOPLASTIC SOLID TRAF STRIPE, 5 IN, WHITE	LF	560	1.50	840.00
145	653-1704	THERMOPLASTIC SOLID TRAF STRIPE, 24 IN, WHITE	LF	40	7.00	280.00
150	653-1804	THERMOPLASTIC SOLID TRAF STRIPE, 8 IN, WHITE	LF	581	2.75	1,597.75
155	653-3501	THERMOPLASTIC SKIP TRAF STRIPE, 5 IN, WHITE	GLF	100	1.50	150.00

COMPANY NAME: Charlie Hester Construction, Inc.

Item #	GDOT #	Description	Units	Est. Bid Quantity	Unit Price Bid	Total Price Bid
160	653-1003	RAISED PVMT MARKERS, TP 3	EA	10	10.00	100.00
165	668-2100	DROP INLET, GP 1	EA	1	125.00	125.00
170	700-6910	PERMANENT GRASSING	AC	1	3,675.00	3,675.00
175	700-7000	AGRICULTURAL LIME	TN	1	200.00	200.00
180	700-8000	FERTILIZER MIXED GRADE	TN	1	150.00	150.00
185	700-8100	FERTILIZER NITROGEN CONTENT	LB	12	2.86	34.32
TOTAL						155,899.68

COMPANY NAME: Charlie Hester Construction, Inc.

FY 2013 LMIG PROJECT

In case the bidder is given in writing by mail, telegraph, email or delivery the Notice of Acceptance of the Bid Proposal within sixty (60) days after the time for the opening of bids, the undersigned agrees to execute within ten (10) calendar days a Contract, (Form of Agreement between Contractor and Owner) for the work for the above-stated compensation and at the same time furnish and deliver to the Owner Certificate of Insurance, and Contractor Certification forms in accordance with the instruction bound in the Project Contract and Technical Specifications.

The undersigned agrees to commence actual physical work on the site with an adequate force and equipment within ten (10) calendar days from the date to be specified in the Notice to Proceed from the Owner and to complete the construction within 75 consecutive calendar days after Notice to Proceed. It is also agreed that 0 days are included in the specified contract time for adverse weather days as per Article of the Agreement.

The undersigned agrees that this Bid may not be revoked or withdrawn after the time is set for the opening of bids but shall remain open for acceptance for a period of sixty (60) calendar days following such time.

I certify that this offer is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. I understand collusive bidding is a violation of State and Federal Law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of the proposal and certify that I am authorized to sign this proposal for the proposer. I further certify that the provisions of the Official Code of Georgia Annotated, Sections 45-10-20 et. seq., have not been violated and will not be violated in any respect.

This Bid Proposal is respectfully submitted by:

Charlie Hester Construction, Inc. (GA)

Bidder (Print Name)

Charlie Hester

Signature (Owner, Partner or Corp. Officer)

P.O. Box 606

Kingsland, GA 31548

Address

President

Title

(912) 673-6396

Telephone Number

If Corporation, affix seal here (AL)



FY 2013 LMIG PROJECT

IMMIGRATION AND SECURITY FORM (GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT)

Contractor's Name:	Charlie Hester Construction, Inc
State Entity's Name:	City of St. Marys
State Solicitation/ Contract No.:	FY 2013 LMIG Project

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the Contractor identified above has registered with and is participating in a federal work authorization program*, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the State Entity, Contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the attached Subcontractor Affidavit. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the State Entity at the time the subcontractor(s) is retained to perform such service.

528648
EEV / E-Verify™ Company Identification Number

Charlie Hester
BY: Authorized Officer or Agent
(Contractor Name)

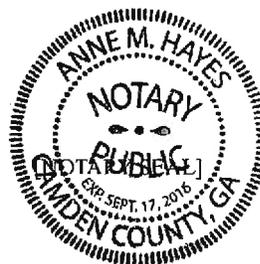
January 6, 2015
Date

President
Title of Authorized Officer or Agent of Contractor

Charlie Hester
Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

6th DAY OF January, 2015
Anne M. Hayes
Notary Public



My Commission Expires: 09/17/2016

*any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603

FY 2013 LMIG PROJECT



City of St. Marys
Affidavit Verifying Status
For City Public Benefit Application

By executing this affidavit under oath, as an application for a City of St. Marys, Georgia Business License or Occupation Tax Certificate, Alcohol License, Taxi Permit or other public benefit as referenced in O.C.G.A. Section 50-36-1, I am stating the following with respect to my application for:

- Business License
- Georgia Occupational Tax Certificate
- Alcohol License
- Taxi Permit or
- Other public benefit

Please check one

Name: Charlie Hester
Name of natural person applying on behalf of individual, business, corporation, partnership, or other private entity

- 1. I am a United States citizen
- OR
- 2. I am a legal permanent resident 18 years of age or older or I am an otherwise qualified alien or non-immigrant under the Federal Immigration and Nationality Act 18 years of age or older and lawfully present in the United States. *

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 the Code Section 16-10-20 of the Official Code of Georgia.

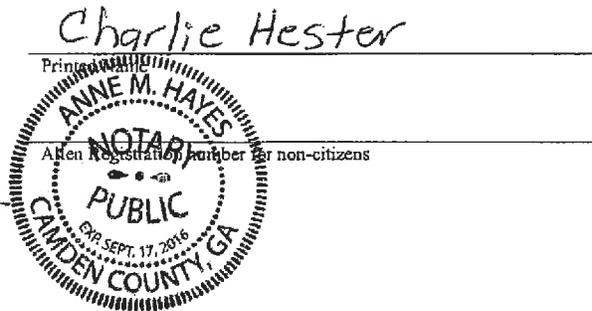
Charlie Hester 1/6/15
Signature of Applicant Date

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

6th DAY OF January, 20 15

Notary Public: Anne M. Hayes

My Commission Expires: 09/17/2016



*Note: O.C.G.A. § 50-36-1 (e)(2) requires that aliens under the Federal Immigration and Nationality Act, Title 8 U.S.C., as amended, provided their alien registration number. Because legal permanent residents are included in the federal definition of "alien," legal permanent residents must also provide their alien registration number. Qualified aliens that do not have an alien registration number may supply another identifying number below:

[Empty rectangular box for identifying number]

BID BOND
(Percentage)

Bond No. 62257456

KNOW ALL PERSONS BY THESE PRESENTS, That we Charlie Hester Construction, Inc.
of P. O. Box 606, Kingsland, GA 31548

WESTERN SURETY COMPANY, hereinafter referred to as the Principal, and

as Surety, are held and firmly bound unto City of City of St. Marys

~~of~~ Five Percent of the Amount Bid, hereinafter referred to as the Obligee, in the amount of
(5%), for the payment of which we bind ourselves, our legal representatives,
successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Principal has submitted or is about to submit a proposal to Obligee on a contract for FY 2013 LMIG Project

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time as may be specified, enter into the contract in writing and give such bond or bonds as may be specified in the bidding or contract documents with surety acceptable to Obligee; or if Principal shall fail to do so, pay to Obligee the damages which Obligee may suffer by reason of such failure not exceeding the penalty of this bond, then this obligation shall be void; otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this 6th day of January, 2015.

Principal

Charlie Hester Construction, Inc.

BY: Charlie Hester

Surety

WESTERN SURETY COMPANY

BY: Tracy M Goodwin
Tracy M Goodwin, Attorney-in-F



Western Surety Company

POWER OF ATTORNEY - CERTIFIED COPY

Bond No. 62257456

Know All Men By These Presents, that WESTERN SURETY COMPANY, a corporation duly organized and existing under the laws of the State of South Dakota, and having its principal office in Sioux Falls, South Dakota (the "Company"), does by these presents make, constitute and appoint Tracy M Goodwin

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred, to execute, acknowledge and deliver for and on its behalf as Surety, bonds for:

Principal: Charlie Hester Construction, Inc.

Obligee: City of City of St. Marys

Amount: \$500,000.00

and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the Senior Vice President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said attorney(s)-in-fact may do within the above stated limitations. Said appointment is made under and by authority of the following bylaw of Western Surety Company which remains in full force and effect.

"Section 7. All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

All authority hereby conferred shall expire and terminate, without notice, unless used before midnight of April 6th 2015, but until such time shall be irrevocable and in full force and effect.

In Witness Whereof, Western Surety Company has caused these presents to be signed by its Vice President, Paul T. Bruflat, and its corporate seal to be affixed this 6th day of January, 2015.



WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 6th day of January, in the year 2015, before me, a notary public, personally appeared Paul T. Bruflat, who being to me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of WESTERN SURETY COMPANY and acknowledged said instrument to be the voluntary act and deed of said corporation.



S. Petrik
Notary Public - South Dakota

I the undersigned officer of Western Surety Company, a stock corporation of the State of South Dakota, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable, and furthermore, that Section 7 of the bylaws of the Company as set forth in the Power of Attorney is now in force.

In testimony whereof, I have hereunto set my hand and seal of Western Surety Company this 6th day of January, 2015.

WESTERN SURETY COMPANY

Paul T. Bruflat
Paul T. Bruflat, Vice President

ACKNOWLEDGMENT OF SURETY

STATE OF Georgia
COUNTY OF _____

} ss

(Attorney-in-Fact)

Bond No. 62257456

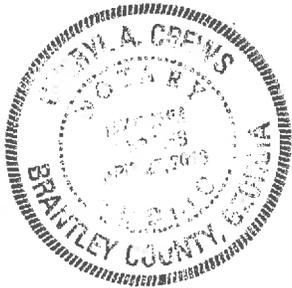
On this _____ day of _____, _____, before me, a notary public in and for said County, personally appeared Tracy M Goodwin to me personally known and being by me duly sworn, did say, that he/she is the Attorney-in-Fact of WESTERN SURETY COMPANY, a corporation of Sioux Falls, South Dakota, created, organized and existing under and by virtue of the laws of the State of South Dakota, that the said instrument was executed on behalf of the said corporation by authority of its Board of Directors and that the said Tracy M Goodwin acknowledges said instrument to be the free act and deed of said corporation and that he/she has authority to sign said instrument without affixing the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal at _____, _____, the day and year last above written.

My commission expires
April 27, 2016

Cheryl A Grems

Notary Public



CITY COUNCIL MEETING
January 20, 2015

TITLE: SAN JOSE MEXICAN GRILL & CANTINA, LLC D/B/A SAN JOSE MEXICAN GILL & CANTINA (NEW ALCOHOL LICENSE): *Public Hearing Advertising*

PURPOSE: The City Clerk requests approval to advertise a public hearing for beer, wine and liquor license on premise consumption with food for San Jose Mexican Grill & Cantina.

RECOMMENDATION: The City Clerk recommends approval to advertise for a public hearing at 5:45 p.m. on Monday, February 2, 2015 in the Council Chamber at City Hall.

HISTORY: Mr. Gilberto Macias made an application for an alcohol license for the sale of beer, wine and liquor on premise consumption with food. The business will be located at 887 F Kings Bay Road, St. Marys, Georgia 31558. Mr. Macias previously had a 2014 alcohol license for San Jose Bar & Grill at 916 C Kings Bay Road but closed on November 30, 2014 and did not renew for a 2015 alcohol license. Mr. Macias has since relocated to a new building with a new name for his restaurant.

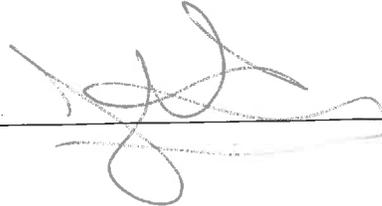
Department

Director: _____

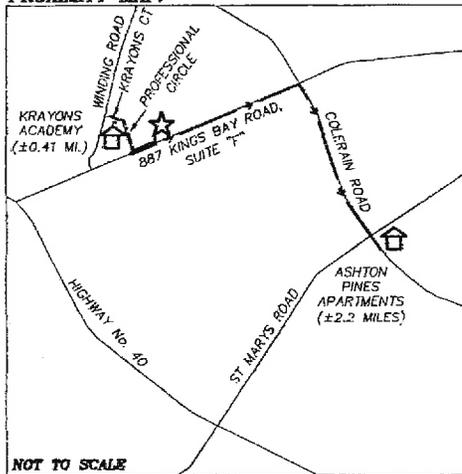


City

Manager: _____



PROXIMITY MAP:



NOT TO SCALE

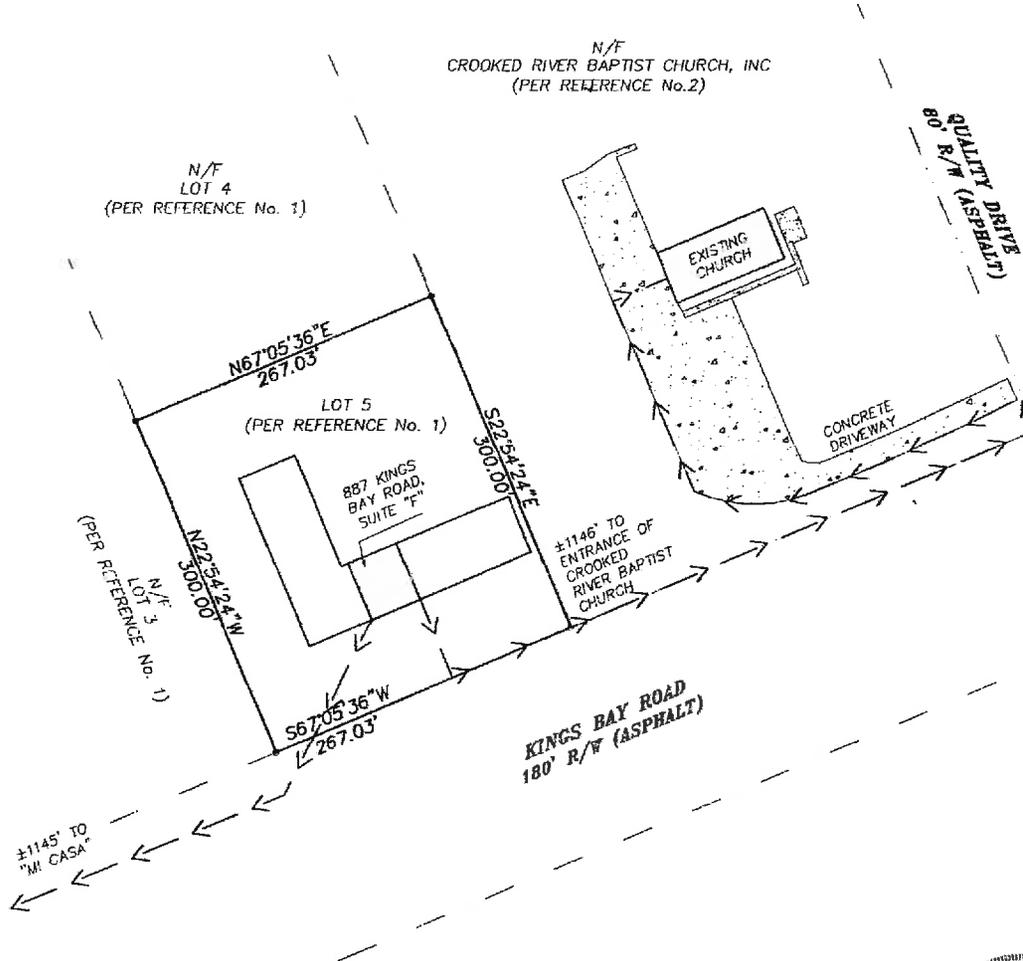
PROXIMITY NOTES:

- A) CROOKED RIVER BAPTIST CHURCH IS THE NEAREST CHURCH: ±1140' WALKING DISTANCE ±3100' DRIVING DISTANCE
- B) KRAYONS ACADEMY IS THE NEAREST EDUCATION BUILDING: ±0.41 MILES DRIVING DISTANCE
- C) ASHTON PINES APARTMENTS IS THE NEAREST HOUSING AUTHORITY: ±2.2 MILES DRIVING DISTANCE
- D) NO DWELLING OR RESIDENCE EXISTS WITHIN 100' OF THE LOCATION SOUGHT TO BE LICENSED
- E) NO EATING ESTABLISHMENT ZONED C-1 EXISTS WITHIN 100' OF ANY CHURCH, EDUCATION FACILITY, OR PUBLIC HOUSING
- F) NO EATING ESTABLISHMENT SERVING A PART OF THE MEAL OR RESTAURANT WHERE MEALS ARE SERVED REGULARLY EXISTS WITHIN 150 FEET OF ANY CHURCH BUILDING, EDUCATIONAL BUILDING, SCHOOL GROUND, OR COLLEGE CAMPUS

LEGEND:

- IPF IRON PIN FOUND
- (1/2" REBAR UNLESS NOTED)
- IPS IRON PIN SET (1/2" REBAR)
- R/W RIGHT OF WAY
- CMF CONCRETE MONUMENT FOUND
- NMFS NO MONUMENT FOUND OR SET
- DNR DEPARTMENT OF NATURAL RESOURCES
- CLF CHAIN LINK FENCE
- CONC. CONCRETE
- POB POINT OF BEGINNING
- N/F NOW OR FORMERLY
- DB DEAD BOOK
- PG PAGE
- BL SETBACK LINE

N/F
CROOKED RIVER BAPTIST CHURCH, INC
(PER REFERENCE No.2)



**SPECIFIC PURPOSE SURVEY FOR
SAN JOSE MEXICAN
RESTAURANT**

887 KINGS BAY ROAD, SUITE "F",
CITY OF ST MARYS, 31558,
CAMDEN COUNTY, GEORGIA, 29th G.M.D.



GENERAL NOTES:

- 1) THIS SPECIFIC PURPOSE SURVEY IS NOT INTENDED TO CONSTITUTE A BOUNDARY SURVEY. FOR MORE INFORMATION SEE THE PLAT REFERENCES BELOW.
- 2) NO ATTEMPT WAS MADE TO DETERMINE WETLANDS OR OTHER ENVIRONMENTAL ISSUES, IF ANY, THAT MAY AFFECT THE SUBJECT PROPERTY.
- 3) THERE MAY EXIST ADDITIONAL EASEMENTS NOT SHOWN HEREON.
- 4) ALL IMPROVEMENTS NOT SHOWN.

REFERENCES:

- 1) MAP TO SHOW ALTA/ACSM LAND TITLE SURVEY OF LOT 4 & LOT 5, FOR SOUTH GEORGIA PROFESSIONAL PARK PHASE IV, BY PRIVETT-BENNETT & ASSOCIATES, INC., DATED NOVEMBER 7, 2007, PLAT PROVIDED BY CLIENT.
- 2) PLAT BY THIS FIRM FOR CROOKED RIVER BAPTIST CHURCH, JOB No. 070105.

GRAPHIC SCALE



(IN FEET)
1 inch = 100 ft.



300 CAMDEN AVENUE
WOODBINE, GA 31569
(912) 576-8854 L.S.F. 882

DWG. BY: ET	PM: ET
DWG: 01/12/15	SURVEYED: 01/09/15
JOB: 15003	1" = 100'



CITY OF ST. MARYS
418 OSBORNE STREET
ST. MARYS, GEORGIA 31558
TELEPHONE: 912-510-4041
FAX: 912-510-4013

**NOTICE OF PUBLIC HEARING
ALCOHOL BEVERAGE LICENSE**

The City of St. Marys, Georgia has received an application for an alcohol license from San Jose Mexican Grill & Cantina LLC, D/B/A San Jose Mexican Grill & Cantina at 887 Kings Bay Road, Suite F, St. Marys, Georgia, for the sale of beer, wine and liquor on premise consumption with food. Notice is hereby given that a Public Hearing on this application is scheduled for Monday, February 2, 2015 at 5:45 p.m. in Council Chambers at St. Marys City Hall. Anyone desiring to address Council regarding the issuance of a license to this establishment may do so at the public hearing.

Deborah Walker-Reed
Deborah Walker-Reed, City Clerk

PLEASE RUN: January 22, 2015 & January 29, 2015

CITY COUNCIL MEETING

January 20, 2015

NEW BUSINESS: Resolution in support of an application for a Historic Preservation Fund Grant for a Certified Local Government for Orange Hall

PURPOSE: To consider and approve a resolution in support of an application for a Historic Preservation Fund Grant for a Certified Local Government to provide permanent structural repairs to the interior stairs.

RECOMMENDATION: The City Manager and Planning Department recommend approval.

HISTORY/ANALYSIS: The interior stairs were temporarily shored up a number of years ago. During the process of the shoring, the beam below the first floor level that supports the interior stair this was lifted about 1.5 inches with a screw jack before any load resistance was encountered. Since that initial loading, the screw jack has been adjusted about ¼ turn per month. It was also determined that at some time in the past (most likely well before anyone alive would remember), a support wall was eliminated that would have prohibited this from happening. This project would:

- Replace the eliminated support wall, provide a new steel column and a new poured in place foundation for the column, then
- After the new wall is installed, the stair between the first and second floor should be stabilized.
- As a part of this grant application, and after stabilization, the wobbly bannisters/railings will be stabilized, and
- The now closed hallway at the ground floor will be cleared of storage, and restored to its historic use as a hallway.

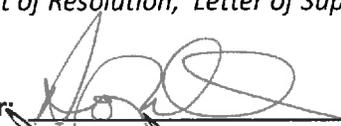
The total amount of the grant request is \$5,000 with a required \$5,000 match for a total of \$10,000. The availability of grant funds is limited, so the small amount of funds requested.

The grant application is due on or before 2 February, 2015, and the text of the grant will be available when completed.

The Historic Preservation Commission has written a letter of support for the grant.

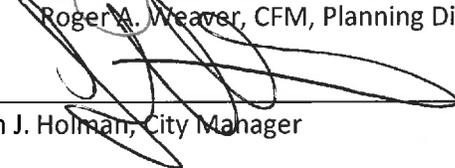
ATTACHMENTS: *Text of Resolution; Letter of Support*

Department Director:



Roger A. Weaver, CFM, Planning Director

City Manager:



John J. Holman, City Manager

RESOLUTION of the COUNCIL of the CITY OF ST. MARYS, GA

This resolution made this 20th day of January, 2015, by the City Council of the City of St. Marys, Georgia, 31558.

WHEREAS, Orange Hall, listed on the National Register, was constructed in 1826, and is a highly visible part of the City's History, and

WHEREAS, The City recently spent over \$400,000 in a two year project to restore and stabilize the exterior of the building, eliminating lead based paint, replacing non-historic features, replacing the wood flashing that accelerated the decay and replacing rotted wood with historically accurate materials; and

WHEREAS, since the exterior has now been stabilized, interior historical restoration work can proceed in accordance with a modified Historic Structures Report; and

WHEREAS, City of St. Marys is an eligible applicant to apply for a Historic Preservation Fund Grant for a Certified Local Government for Interior Structural Repairs to Orange Hall.

WHEREAS, grant funds will be used to design and construct a repair to a historic flaw in the structure that supports the first floor decorative stair via installation of a new column and wall; and stabilize the main floor stairs and railings; and restore a ground floor storage area to its historic use as a hallway; and

WHEREAS, by elimination of this structural defect, the safety and longevity of the interpretation of the stair and the upper floor will be greatly enhanced;

WHEREAS, The City of St. Marys agrees to comply with the terms of the grant application as well as provide the necessary and required match.

NOW, THEREFORE, BE IT RESOLVED, that the City of St. Marys, Georgia supports the application for a Certified Local Government Historic Preservation Fund Grant for a Certified Local Government Program for a grant related to the above items.

ADOPTED, by the Mayor and Council of the City of St. Marys, on this ____ day of _____, 2015.

City of St. Marys, Georgia

By: _____
John F. Morrissey, Mayor

Attest: _____
Deborah Walker-Reed



CITY OF ST. MARYS

418 OSBORNE STREET
ST. MARYS, GEORGIA 31558

HISTORIC PRESERVATION COMMISSION

TELEPHONE: 912-510-4025

Kay Westberry, Chairperson *** c/o michele.wood@stmarysga.gov

TO WHOM IT MAY CONCERN

December 16, 2014

RE: City of St. Marys Application for a **Historic Preservation Fund grant for a Certified Local Government**

At a regularly scheduled meeting of the Historic Preservation Commission of the City of St. Marys held this date, the Commission unanimously voted to endorse and support an application to the DNR Historic Preservation Commission for a **Historic Preservation Fund grant for a Certified Local Government** under the "Development (bricks and mortar)" eligibility criteria.

The City of St. Marys is a Certified Local Government, and is need of assistance in the restoration of interior defects, such as outlined on the application form to include, but not be limited to:

- Repair of an interior structural defect that is causing the main historic stair to slowly sag. Temporary supports have been placed, but a permanent solution would be more desirable.
- Repairs to the main historic stair and railing that has been caused by the defect;
- Other repairs to the interior that may be outlined in the application.

The exterior of Orange Hall has recently been restored, and the City is now endeavoring to work on interior restoration in a phased and logical manner following the City's modified Historic Structures Report¹.

THANKS!!

Kay Westberry, Chairperson
Historic Preservation Commission of the City of St. Marys

¹ Modifications necessitated as a result of new data obtained during the exterior restoration work.

CITY COUNCIL MEETING

January 20, 2015

NEW BUSINESS: Resolution in support of an application for a Historic Preservation Fund Grant for a Certified Local Government to implement a portion of the History Trail

PURPOSE: To consider and approve a resolution in support of an application for a Historic Preservation Fund Grant for a Certified Local Government to implement a portion of the History Trail.

RECOMMENDATION: The City Manager and Planning Department recommend approval.

HISTORY/ANALYSIS: The initiative as supported by City Council is to create a History Trail at the City owned site on the Northwestern corner of Bartlett and St. Marys Street, adjacent to the Oak Grove Cemetery. The project has various stages, and the intent of this resolution is to provide the support required by the terms of the grant and the application for the grant.

Since the grant criteria is for 'educational activities and publications' the grant is intended for:

- Creation of a history storyboard to focus on the events to be featured;
- Adaptation and design of the storyboard into 'plaques' that will be placed along the trail route;
- Design and printing of a 'brochure' relating to the History Trail for use at local and state visitor centers;
- Other educational activities as funds permit, such as school visitations to present the History Trail to our youth, etc.

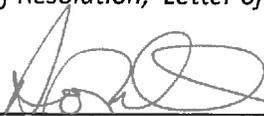
The total amount of the grant request is \$5,000 with a required \$5,000 match for a total of \$10,000. The availability of grant funds is limited, so there are limitations to the amount of funds requested.

The grant application is due on or before 2 February, 2015, and the text of the grant will be available when completed.

The Historic Preservation Commission has written a letter of support for the grant.

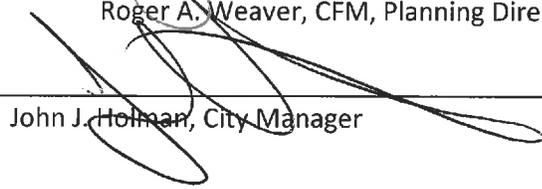
ATTACHMENTS: *Text of Resolution; Letter of Support*

Department Director:



Roger A. Weaver, CFM, Planning Director

City Manager:



John J. Holman, City Manager

RESOLUTION of the COUNCIL of the CITY OF ST. MARYS, GA

This resolution made this 20th day of January, 2015, by the City Council of the City of St. Marys, Georgia, 31558.

WHEREAS, The City of St. Marys has a long and colorful history starting with the Timuqua Tribe, through French colonization, to Spanish Occupation, then English Occupation, then as the State of Georgia in the USA, and

WHEREAS, The City Council has unanimously supported the creation of a History Trail at the City owned site on the Northwestern corner of Bartlett and St. Marys Street, adjacent to the Oak Grove Cemetery; and

WHEREAS, The scope of work for the project is beyond the ability of the City to expend; and

WHEREAS, City of St. Marys is an eligible applicant to apply for a Historic Preservation Fund Grant for a Certified Local Government for this History Trail, under the category of educational activities and publications'; and

WHEREAS, grant funds will be used to design the proposed History Trail, and its various features; and

WHEREAS, by creation of this Trail, the interpretation of the City's history by visitors to the City will be greatly enhanced; and

WHEREAS, The City of St. Marys agrees to comply with the terms of the grant application as well as provide the necessary and required match.

NOW, THEREFORE, BE IT RESOLVED, that the City of St. Marys, Georgia supports the application for a Certified Local Government Historic Preservation Fund Grant for a Certified Local Government Program for a grant related to the above items.

ADOPTED, by the Mayor and Council of the City of St. Marys, on this ____ day of _____, 2015.

City of St. Marys, Georgia

By: _____
John F. Morrissey, Mayor

Attest: _____
Deborah Walker-Reed, City Clerk



CITY OF ST. MARYS

418 OSBORNE STREET
ST. MARYS, GEORGIA 31558

HISTORIC PRESERVATION COMMISSION

TELEPHONE: 912-510-4025

Kay Westberry, Chairperson *** c/o michele.wood@stmarysga.gov

TO WHOM IT MAY CONCERN

December 16, 2014

RE: City of St. Marys Application for a **Historic Preservation Fund grant for a Certified Local Government**

At a regularly scheduled meeting of the Historic Preservation Commission of the City of St. Marys held this date, the Commission unanimously voted to endorse and support an application to the DNR Historic Preservation Commission for a **Historic Preservation Fund grant for a Certified Local Government** under the "Educational activities & publications" eligibility criteria.

The City of St. Marys is a Certified Local Government, and is need of assistance in the creation of a History Trail at City owned property such as outlined on the application form to include, but not be limited to:

- Creation of a history storyboard to focus on the events to be featured;
- Adaptation and design of the storyboard into 'plaques' and to be placed along a trail route;
- Design of the a 'brochure' relating to the History Trail for use at visitor centers.

THANKS!!

Kay Westberry, Chairperson

Historic Preservation Commission of the City of St. Marys

CITY COUNCIL MEETING

January 20, 2015

NEW BUSINESS: Approve Agreement between the City and Government Tax Services, LLC.

PURPOSE: To approve tax collections agreement.

RECOMMENDATION: Approval

HISTORY/ANALYSIS:

The City currently has approximately \$690,658.41 (includes 2014, see below) of outstanding taxes, penalties, interest and cost due. This is a request to approve an agreement between the City of St. Marys and Government Tax Services, LLC (GTS) for collection of outstanding delinquent taxes and fees. All fees associated with the collection of back taxes are born by the taxpayer; therefore, all funds due to the City will be retained.

TOTAL TAXES, INTEREST & COST	
2005 & Prior	\$ 94,306.02
2006-2012	\$ 326,963.58
2013	\$ 95,115.95
2014	\$ 174,272.86
Total Due	<u>\$ 690,658.41</u>

GTS is the tax collection service used by Camden County and City of Kingsland. The City of Kingsland had approximately \$840,000 in outstanding taxes and GTS was able to assist in collection of approximately \$495,000 of their back taxes within 6 months.

Department Director: _____

Jenny Brown

City Manager: _____

[Signature]

**CONTRACT FOR THE COLLECTION OF DELINQUENT PROPERTY TAXES
FOR**

The City of St. Marys

**State of Georgia
City of St. Marys**

THIS AGREEMENT, stated by and between:

The City of St. Marys

Hereinafter referred to as “Office of the Tax Collector”, and

GOVERNMENT TAX SERVICES, LLC.
124 Newnan Street
Carrollton, GA 30117

Hereinafter referred to as “GTS”. This agreement shall be known as the “TAX COLLECTIONS AGREEMENT”.

WHEREAS, the Office of Tax Collector is engaged in the billing and collection of City real property and personal property ad valorem taxes and is desirous of obtaining the services of GTS in an effort to quickly and efficiently collect its backlog of delinquents without any additional cost to those citizens of The City of St. Marys who have timely submitted and paid their respective City tax liabilities, and;

WHEREAS, GTS has provided a proposal to assist the Office of the Tax Collector with the collection of its valid and outstanding tax delinquencies with a program of payment of its fees from the additional statutory charges which can be levied against the delinquent tax payer and his respective property without the City incurring costs for the services performed by GTS. This proposal was submitted in response to a Request for Proposal from The City of St. Marys, and;

WHEREAS, the City Council reviewed the proposal submitted by Government Tax Services, LLC., and it has been determined that the use of the services provided by GTS will result in a concentrated effort to collect the delinquent taxes without the necessity of adding additional staff to the City payroll or additional equipment cost and should improve the City’s tax collection ratio.

NOW, THEREFORE, in consideration of mutual benefits flowing between the parties to this agreement, it is hereby agreed between the parties as follows:

1. Term

This Tax Collections Agreement shall begin on the ____ day of _____, 2015, and shall be in effect for 365 Days. This contract will automatically renew annually thereafter, unless otherwise terminated, as hereinafter provided.

2. Obligations of the Office of the Tax Collector

The Office of the Tax Collector agrees to assist GTS in its task of fairly, quickly and efficiently collecting and returning the outstanding tax obligations owed to the City. To accomplish this goal, the Office of the Tax Collector agrees to the stipulations set out in this section. The Office of the Tax Collector will supply GTS with a list of all those parcels that it wishes to be collected upon. It is understood that GTS will act in reliance on the accuracy of the information provided by the Office of the Tax Collector and the County Assessor's Office and GTS is instructed to accept said list as a true and correct representation of the status of the respective account as shown on the tax records of the City. GTS will accept the list as presented and immediately begin Stage 1 of the collection process as outlined in its proposal to the Office of the Tax Collector and agrees to provide:

- a. Correct name and address (when possible) of the property owner.
- b. The correct Map and Parcel number of the land tract.
- c. A copy of the respective tax execution (fifas) for each year intended for collection.
- d. At the time that a parcel is turned over to GTS for collection, the Office of the Tax Collector must flag that respective parcel in its computer system to insure that the applicable penalties, interest charges and applicable fees are collected.
- e. With the exception of any legally privileged information submitted by taxpayers of the City, the Office of the Tax Collector will provide GTS with complete access to its tax and real estate records, to include mapping and prior appeals records.
- f. In the event GTS receives a request from the taxpayer to send him copies of relevant tax records, such as executions or assessment records, the Office of the Tax Collector agrees to provide such documentation to the taxpayer without charge to GTS.
- g. The Office of the Tax Collector will promptly notify GTS when it receives any notice of filing of a debtor's petition in bankruptcy, which affects the collection of a particular account or accounts. Upon receipt of this information, GTS will immediately cease any further collection effort on this account until notified by the City's attorney or the City Tax Collector's office of the dismissal of the bankruptcy or a relief from the stay. As part of the proof of claim filed by the City in the bankruptcy case, the Office of the Tax Collector will include the applicable administrative or title examination fee as allowed by the court and upon recovery of the same, GTS will be entitled to receive its normal fee from the collection. GTS will fully cooperate with the Office of the Tax Collector in its attempt to prosecute its rights in Bankruptcy Court.

3. Legal Representation

The City Attorney will represent the Office of the Tax Collector in all legal challenges of actions involving the collection of the accounts. In the event, a lawsuit is filed seeking to prevent the collection of any account or to otherwise halt or restrain the collection of said account, GTS will immediately turn over to the City Attorney's office, a copy of its full file, detailing its collection efforts to date and GTS agrees to assist the City Attorney in the defense of the suit.

4. Release and Indemnity

The City agrees to hold harmless GTS from any claim, action, suit or complaint which results directly or indirectly from GTS's attempt to collect an account referred to GTS by the Office of the Tax Collector, which is claimed to be and shown to be not collectable due to mistakes or errors in the records of the City or County. GTS agrees to hold harmless the city from any claim, action, suit or complaint which results directly or indirectly from GTS's attempt to collect an account referred to GTS by the Office of the Tax Collector, which is shown to be not collectable due to mistakes or errors committed by GTS.

5. Obligations of GTS

GTS will accept the list given to it by the Office of the Tax Collector and will immediately commence to use its best effort in the Stage 1 collection process, in accordance with approved collection procedures of the Fair Debt Collection Practices Act and all other applicable state and federal laws.

In Stage 1, GTS shall perform the following tasks as required to give notice of the tax delinquency to the taxpayer and attempt to collect on the account without the necessity of levy and sale of property. GTS will begin the process of verification and skip tracing as needed. If required, a minimum of two (2) specific collection letters will be sent to the taxpayer.

In the event, the tax account is not paid to the Office of the Tax Collector during the Stage 1 process, GTS agrees, upon receipt of instruction from the Office of the Tax Collector to commence its Stage 2 collection process which may result in a levy on the property and possible sale of the same to satisfy the tax liability.

In Stage 2, GTS shall, when necessary:

- a. Run a computerized search of the bankruptcy records under the name of the taxpayer.
- b. Run an examination of the real estate records of the County to determine the present ownership of the property in question and all parties entitled to receive notice of tax sale on the property.

- c. Prepare a levy notice to the defendant in fifa and the current record holder and the current mortgage or interest holders.
- d. Conduct a diligent search of all general execution docket and federal and state tax records.
- e. Prepare a description of the property to submit to the newspaper for legal advertisement.

In the event the Office of the Tax Collector elects to proceed with the levy and sale of a parcel, GTS will supply the necessary levy information to the Sheriff's Office or any other person authorized to conduct the tax sale to begin the levy and sale process.

GTS will provide regular reports to the City of St. Mary's Tax Collector and the City Attorney. In addition, GTS will provide to the Office of the Tax Collector copies of all research pertaining to each parcel of land turned over to GTS for collection.

6. Payment of Services Rendered.

It is the intent of GTS that its collection services not be an expense chargeable to the City's taxpayers who pay their taxes in a timely manner and that services as rendered by GTS be paid by its collection efforts. It is expected that GTS will be paid from those fees added to the tax bill, as permitted by State Law. Such fees cover, but are not limited to, the review of IRS and Bankruptcy liens, Skip Trace fees, Title Examination, certified mail to all defendants in Fi-Fa, Advertising Preparation for the legal organ of the county, and other services as needed.

The following is an outline of the payment schedule allowed to GTS:

1. For all accounts turned over to GTS and collected during the Stage 1 process, GTS will be paid \$35.00 for any and all parcels owing between \$10.00-\$99.99; GTS will be paid \$65.00 for parcels owing \$100.00 or more; For any accounts that are under \$10.00, there will be no charge and only a stage 1 notice shall be mailed on those parcels.
2. For all accounts turned over to GTS and collected during the Stage 2 process, GTS will be paid \$175.00.
3. Parcels sold at a tax sale will be charged an additional \$25.00 Post Sale Administration Fee to cover the expense of post-sale title updates and administrative duties related to the sale.
4. At the request of the City of St. Mary's, all parcels that are scheduled for tax sale, GTS will assist the city posting the properties with a levy notice for a fee of \$25.00 each parcel.

7. Payments Made By Taxpayers

It is intended that all payments made by the taxpayers or other interested parties on these accounts shall be made directly to the City of St. Mary's and not to GTS. **Under no circumstance will GTS accept or receipt for any tax payment.**

8. Cost Incurred by the Office of the Tax Collector:

The Office of the Tax Collector is responsible for recovering costs incurred for legal advertisement, Sheriff Services, Recording Fees and Deed Preparation. These fees are allowed to be recovered by the City under Georgia law during the collection process.

9. Entire Agreement.

This contract constitutes the sole and only agreement between the parties hereto; this contract correctly sets forth the obligations of all parties involved as of its date. Any supplementation or modification of this agreement must be in writing and signed by both parties.

10. Termination.

This agreement may be terminated by either party upon receipt of 14 days written notice. **During the phase one collection period**, and in the event of such a termination notice, it is understood that any files turned over to GTS, and having been mailed within this time period, GTS will be entitled to the actual fees collected during a 60 day period related to the mailing date of these files.

11. Miscellaneous.

Time is of the essence of this agreement.

The section headings of this agreement are for convenience sake only and shall not limit or otherwise affect any of the terms hereof.

The laws of the State of Georgia shall govern this agreement.

As used herein, the singular number shall include the plural, the plural the singular, and the use of the masculine, feminine, or neuter gender shall include all genders, as the context may require, and the term "person" shall include an individual, a corporation, an association, a partnership, a trust, an organization and a governing body.

Invalidation of any one or more of the provision hereof shall not affect the validity of the remainder of this agreement, which shall remain in full force and effect.

So agreed and Executed in Duplicate Original on the ___ day of _____, 2015.

City of St. Mary's:

Government Tax Services, LLC

BY: _____
John F. Morrissey, Mayor

BY: _____
Pierce T. Waldrep, CEO

Approved By: _____

Attest: _____
Wendell Bullard, Account Manager

(Corporate Seal)



Government Tax Solutions

Proposal for Delinquent Tax Collection Services

Experience in government collection

1994

Land Title Services, Inc. was founded as a means to assist the Carroll County Attorney with the collection of delinquent property taxes. Acting as tax collection administrator and title examiner for the County Attorney, LTS performed all abstracts and provided a summary of his findings for the levy procedure.

1995

Land Title Services, Inc. began to take on a much larger role in the collection of delinquent taxes in Carroll County; LTS's services included the preparation of certified levy notices and legal advertisement preparation.

1996

Land Title Services, Inc., now doing business as **Government Tax Solutions** takes over sole responsibility for the assistance of delinquent property tax collection for **Carroll County** and **Heard County**. These services include, but are not limited to:

- ★ List preparation
- ★ File preparation
- ★ Title examinations
- ★ Levy notification
- ★ Legal advertisement preparation and submittal

1998

Government Tax Solutions, L.P. incorporates. Within four months, expands its clients to include six (6) counties.

Present

- ★ Government Tax Solutions is currently under contract with over 75 (75) Counties and Municipalities throughout the state of Georgia. We are enjoying great success due to our committed staff and our excellent contracted research teams.

Collection Ratio

Collection ratios vary from Client to Client. Typically you may expect between a 35% and 40% return on a two-letter stage 1 process.

Stage 2 typically averages a return of 95%.

The ultimate goal of GTS is to collect any and all "collectable" delinquent parcels. Any parcels deemed non-collectable will be submitted to the appropriate party for evaluation. If necessary, GTS will provide an insolvent package disclosing our findings on "non-collectable" parcels for submittal to the City Council.



Methodology

In the event of contracting with City/ County for the collection of delinquent taxes GTS will perform the following services in accordance with Georgia Law and in accordance with the methods and practices set forth by the Georgia Department of Revenue and the Fair Debt Collection Practices Act:

Set Up

★ The GTS account manager will schedule an initial meeting with the person in charge of property taxation. During the course of this meeting both parties will discuss (if necessary):

- The amount of work to be performed
- Set a tentative schedule for collection projects
- Discuss City/ County's current systems and methods.
- Determine if any unusual circumstances may be corrected or altered to insure proper service.
- Software issues and data conversion methods
- A review of our services
- An action plan to begin collection in a timely fashion.

Stage 1

★ Upon receiving the list of delinquent parcels:

- GTS will mail out our standard collection letter or the Client version of our letter. The amount of time each letter will allow for payment will have been determined at the initial meeting.

- Upon receiving returned mail GTS will “Skip Trace” these returns to find further or alternate address information then resend letters*

**GTS will resubmit letters however, by law we cannot change addresses as they are shown on the tax system.*

Stage 2

★ Upon expiration of initial Stage 1 Mailings:

- GTS will verify all paid parcels with the City/ County’s staff.
- GTS will break down the total amount of parcels left for levy collection into multiple projects for levy procedures in accordance with terms agreed upon in initial meeting.
- GTS will perform a thorough search of bankruptcies through the records on file in the local bankruptcy court.
- GTS will perform a **limited title abstract** in the Clerk of Superior Courts office to determine the following:
 - Current owner of record.
 - Defendant in Fi-Fa for all tax years due.
 - Any and all interested parties.
 - General execution dockets and Lis Pendens.
 - Verification that land matches what is assessed and can be properly levied upon.
- GTS will review all Title examination to insure proper notification.
- GTS will enter data into GTSBase™ for distribution of notices.
- GTS will send proper certified notice to all of the following parties:
 - Current owner of record.
 - Defendant in Fi-Fa for all tax years due.
 - Any and all interested parties.
 - Tenant in possession
- GTS will again verify all paid parcels with City/ County’s staff.
- GTS will prepare Legal Advertisements and submit them to the legal organ.
- GTS, if necessary, will assist in issuing and recording Fi-Fa’s in the Clerk of Superior Court’s Office.

- GTS will send a final 10-day notification to Current owner of record and Tenant in possession.
- GTS will perform a Title Examination update to check for “last minute” conveyances prior to sale.
- GTS will deliver to the client, copies of all completed files.
- GTS will perform a phone campaign 2 weeks prior to the sale.
- If necessary, GTS will assist in conducting the sale.
- GTS will have our Attorney prepare your tax deeds within (4) four weeks of the tax sale.
- GTS will contact all interested parties for the distribution of any excess funds.

Firm Capability and Capacity

- ★ GTS has the capacity to facilitate as many parcels as needed by City/ County.
- ★ GTS is the first company of our kind and a pioneer in delinquent tax collection.
- ★ GTS has never made a claim on our errors and admissions or liability insurance.

Insurance

GTS carries over 2 Million dollars in liability insurance, 1 million in errors and omissions and \$500,000.00 in workers on site and travel coverage

Special Considerations

GTS has conducted this type of work in Cities and Counties all over Georgia since 1994. Due to our experience with Counties surrounding City/ County, GTS already has a team of highly skilled title examiners experienced with its deed records and Assessors office.

As records in City/ County can at times be somewhat unusual due to all of the banking transfers, assignments and conveyances, we feel very confident in our abstractors' abilities to provide the same accurate, timely results that they have produced in the past for our current clients.

Fee Schedule

GTS proposes a flat fee for successful collection efforts with all tax payments paid directly to the County. **IF WE DO NOT COLLECT ON A PARCEL WE DO NOT GET PAID.**

The following is an outline of the payment schedule allowed to GTS:

1. For all accounts turned over to GTS and collected during the Stage 1 process, GTS will be paid the following for any and all collected parcels:

<input type="checkbox"/> Under \$10.00	FREE
<input type="checkbox"/> \$10.00-\$99.99	\$35.00
<input type="checkbox"/> \$100-	\$65.00
2. For all accounts turned over to GTS and collected during the Stage 2 process, GTS will be paid **\$175.00** for any and all collected parcels. Parcels **sold at tax sale** will include an additional **\$25.00** Post Sale Administration cost to cover the expense of post-sale title updates and other administrative duties related to the sale.
3. It is intended that all payments by the taxpayers or other interested parties on these collected accounts be made directly to City/ County and not to GTS. **Under no circumstances will GTS accept or receipt for any tax payment.**
4. The City is responsible for incurring costs for legal advertisement, sheriff services, Recording fees and Deed preparation. **These fees are allowed to be recovered by the City under Georgia law during the collection process*.**

Additional Services

Additional Tax Sale Services

★ **Tax Sale Assistance:**

If you so wish, GTS will attend your Tax Sale to assist or even conduct the tax sale proceedings at no additional cost.

★ **On Staff Attorney:**

GTS has an attorney on staff with over 30 years of real estate law experience and over 7 years of service as a County Attorney.

★ **Tax Deed Preparation:**

GTS will have our attorney prepare all tax deeds at no additional cost.

★ **Notice of Funds:**

GTS will mail the notices of excess funds as required by law at no additional cost.

★ **File Issuance:**

GTS will provide you with the original parcel files for those properties sold at the tax sale at no additional cost. These files include all phone contacts, mail correspondence, title examinations and title summaries.

Government Tax Solutions is your “one stop shop” service provider. We stand to provide you with the most professional service in assisting you with collecting those hard to collect delinquent taxes. Our fee structure is designed as a “no cost fee” to you so that the good taxpayers who pay on time do not have to pay GTS’s collection costs created by the delinquent taxpayer.

We look forward to helping you with your delinquent tax collections. Call us soon.

CITY COUNCIL MEETING

January 20, 2015

TITLE: Budget Ordinance for St. Marys Road Gateway Enhancement Project

PURPOSE: To provide funds in the FY15 budget for the St. Marys Road Gateway Enhancement Project

HISTORY/ANALYSIS:

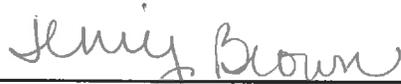
At the February 2, 2014 council meeting the Gateway Enhancement Project Proposal & Budget Ordinance for St. Marys Road was passed by City Council. The final payment to Thomas & Hutton for this project was made on October 7, 2014 in the amount of \$4,907.19, which is an expense in the FY15 budget.

It is necessary to amend the FY15 budget to reflect the final payment for this project.

RECOMMENDATION: Approval

Department

Director:



City

Manager:



AN ORDINANCE TO AMEND THE FISCAL YEAR 2015
BUDGET ORDINANCE, CITY OF ST. MARYS, GEORGIA

BE IT AND IT IS HEREBY ORDAINED by the Mayor and Council of the City of St. Marys, Georgia in regular session lawfully assembled for City purposes:

That it is necessary to amend the FY15 General Fund Budget to reflect the final payment for the St. Marys Road Gateway Enhancement Project which was passed in the FY14 Budget.

That the above transaction can be fulfilled by changing the following budget accounts in the General Fund as follows:

<u>Budget Account</u>	<u>Adopted Budget</u>	<u>Net Change</u>	<u>Proposed</u>
100-54210-52.1310 Highways & Streets - Engineers/Consultants	\$ 3,750	+ \$ 4,908	\$ 8,658
100-38.0001 General Fund – Fund Equity	\$ 610,913	+ \$ 4,908	\$ 615,821

ADOPTED in legal assembly this _____ day of _____, 2015.

CITY OF ST. MARYS, GEORGIA

By: _____
John F. Morrissey, Its Mayor

Attest: _____
Deborah Walker-Reed, Its City Clerk

Kingsland, and unincorporated (County) – will work together and back each other up. Chief Horton also explained the possible liabilities. Councilmember Gant discussed the departments backing each other up even if an incident only requires one truck. Chief Horton explained that it is a way of checks and balances. Councilmember Colville asked about the liabilities, and Chief Horton added that the department holds a certain liability to the City's taxpayers for fire services. Mr. Crowell added that this MOU is simply amending an already existing aid agreement.

Councilmember Gant moved to approve the Automatic Aid and Mutual Aid Response Agreement Amendment. Councilmember Stasinis seconded the motion.

Mayor Morrissey commended the work that all departments have done with the study, and that this is a great outcome from that. Voting was unanimous in favor of the motion.

H. GATEWAY ENHANCEMENT PROJECT PROPOSAL & BUDGET ORDINANCE: *Bobby Marr*



Mr. Bobby Marr stated that Council directed staff to get RFPs for conceptual designs to enhance the area east of Haddock Road along St. Marys Road to the Intersection of Highway 40. He discussed the review team and the process that was used to review the proposals. Based on the review process, Thomas & Hutton was the recommendation from that committee.

Councilmember Gant moved to approve the awarding of a contract to Thomas & Hutton in regards to the Gateway Enhancement Project, as well as the Budget Ordinance. Councilmember Reilly seconded the motion.

Councilmember Gant discussed the need for enhancing this area in hopes to draw people to the heart of St. Marys. Councilmember Nutter also noted that he liked the idea of citizens being a part of the review committee. Voting was unanimous in favor of the motion.

I. EMERGENCY SANITARY SEWER MANHOLE REPAIR REQUEST & BUDGET ORDINANCE (*): *Bobby Marr*

Councilmember Nutter made a motion to approve the Emergency Sanitary Sewer Manhole Repair and Budget Ordinance. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

**J. PUBLIC WORKS VACANCY (*): *Bobby Marr*
*Request permission to fill full-time vacant position***

Councilmember Nutter made a motion to approve the request for permission to fill full-time vacant position. Councilmember Reilly seconded the motion. Voting was unanimous in favor of the motion.

**K. POLICE DEPARTMENT VACANCIES (*): *Timothy Hatch*
*Request permission to fill vacant positions***

Invoice

TH THOMAS & HUTTON

Savannah, Mt. Pleasant, Myrtle Beach
 Brunswick, Wilmington, & Columbia
 Remit to: P. O. Box 936164
 Atlanta, GA 31193-6164
 Phone 912-234-5300

City of Saint Marys
 Attn: Bobby Mar
 418 Osborne Street
 Saint Marys, GA 31558

August 31, 2014
 Project No: 24894.0000
 Invoice No: 0133244

Project 24894.0000 St Marys Road Gateway Enhancement Project

Professional Services from July 27, 2014 to August 30, 2014

Phase	0120	Base Information Development		
Fee				
Total Fee		980.00		
Percent Complete	100.00	Total Earned	980.00	
		Previous Fee Billing	980.00	
		Current Fee Billing	0.00	
		Total Fee		0.00
			Total Phase	0.00

Phase	0510	Engineering Design		
Task	A510	Prelim Concept Design (30%) & Estimate		
Fee				
Total Fee		5,780.00		
Percent Complete	100.00	Total Earned	5,780.00	
		Previous Fee Billing	5,780.00	
		Current Fee Billing	0.00	
		Total Fee		0.00
			Total Task	0.00

Task	B510	Final Concept Design & Budget Estimate		
Fee				
Total Fee		7,050.00		
Percent Complete	100.00	Total Earned	7,050.00	
		Previous Fee Billing	3,525.00	
		Current Fee Billing	3,525.00	
		Total Fee		3,525.00
			Total Task	\$3,525.00

Task	C510	Final Concept Presentation		
Professional Personnel				
		Hours	Rate	Amount
Landscape Architect III		3.50	140.00	490.00
Landscape Designer III		5.00	105.00	525.00

Payment of this invoice constitutes acceptance of contract. A Service Charge of 1.5% (18% per annum) is charged on all accounts after 45 days.

Project	24894.0000			Invoice	0133244
	Totals	8.50		1,015.00	
	Total Labor				1,015.00
Billing Budgets		Current	Prior	To-Date	
Total Billings		1,015.00	0.00	1,015.00	
Budget Adjustment				1,000.00	
					-15.00
				Total Task	\$1,000.00
				Total Phase	\$4,525.00

Phase	9999	Reimbursable Expenses			
Reimbursable Expenses					
Mileage\Parking\Tolls				330.62	
Materials				51.57	
	Total Reimbursables			382.19	382.19
Billing Budgets		Current	Prior	To-Date	
Total Billings		382.19	216.32	598.51	
Budget Remaining				1,200.00	
				601.49	
				Total Phase	\$382.19
				Total Invoice	\$4,907.19

Please include Invoice Number with remittance.

Coordinator: Charles Ezelle

CE
10/2/14

[Signature]

Approved
[Signature]
10/3/14