



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

September 8, 2021

SPECIAL CALLED CITY COUNCIL MEETING
4:00 p.m.

AGENDA

I. CALL TO ORDER

II. INVOCATION: *Councilmember Jim Goodman*

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

QUORUM: YES___ NO___

V. BUSINESS:

A. NOTIFICATION OF PUBLIC HEARINGS FOR PROPOSED MILLAGE RATE: TAB "A"
Robert Horton (City Manager) Announcement of Public Hearings for proposed 2021 Millage Rate.

B. ASSISTANCE TO FIREFIGHTERS GRANTS FEDERAL EMERGENCY MANAGEMENT AGENCY (FIRE DEPARTMENT BRUSH TRUCK): Tom Lackner (Fire Chief)... TAB "B"
Request approval to accept grant in the amount of \$112, 342.00 with a required City match of \$5,617.00 totaling (\$117, 960.00).

C. AMERICAN RESCUE PLAN ACT CORONAVIRUS ASSISTANCE PROGRAM FOR HOUSEHOLDS (CAP-H) COMMUNITY PARTNER AGREEMENT (THE SALVATION ARMY OF ST. MARYS): Kenneth Hughes (Community Development Director)
Request approval of agreement with Salvation Army for one year. TAB "C"

D. HOUSING STUDY CONTRACT U.S. DEPARTMENT OF DEFENSE OFFICE OF LOCAL DEFENSE COMMUNITY COOPERATION (PARTNERS FOR ECONOMIC SOLUTIONS):
Kenneth Hughes (Community development Director) TAB "D"
City awarded \$120,000.00 to complete housing study. Request award of Professional Consultant Agreement to Partners for Economic Solutions not to exceed \$85,200.00

VI. EXECUTIVE SESSION: *Real Estate*

VII. ADJOURNMENT:

Public Meeting Notice

Adopting the 2021 Millage Rate

The City of St Marys has tentatively adopted a millage rate of 6.586 mills which will require an increase in property taxes by 7.37% (.452 mills) over the roll-back rate (6.134).

All concerned citizens are invited to public hearings on this tax increase to be held at City of St. Marys City Hall, 418 Osborne Street, in the Council Chambers on September 15, 2021 at 4:00pm and 6:00pm, September 16, 2021 at 9:00am.

The millage rate will be set at a scheduled council meeting on September 20th at 6:00pm.

This tentative increase will result in a millage rate of 6.586 mills, an increase of 7.37% mills above the roll-back rate. Without this tentative tax increase, the millage rate will be no more than 6.134 mills. The proposed tax increase for a home with a fair market value of \$150,000 is approximately \$27.12 per year (40% Assessed Value \$60,000 * .452 per \$1,000).

Pursuant to the requirements of O.C.G.A. 48-5-32.1, the City of St. Marys does hereby publish the following presentation of the current year's tax digest and levy along with the history of the tax digest and levy for the past five years. The proposed millage rate of 6.586 reflects an increase in the rate of .452 mills for 2021.

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Real and Personal	506,736,859	530,237,860	585,686,467	587,870,913	599,872,675	654,247,245
Motor Vehicles	16,144,250	11,898,750	8,819,800	7,341,110	6,155,100	5,127,590
Mobile Homes	1,174,178	1,127,255	1,241,502	1,292,712	1,640,292	1,473,558
Timber - 100%	211,540	91,622	-	211,727	18,419	1,995
Gross Digest	524,266,827	543,355,487	595,747,769	596,716,462	607,686,486	660,850,388
Less M&O Exemptions	(15,242,710)	(15,342,710)	(20,725,441)	(21,545,377)	(29,574,960)	(31,068,350)
Net M&O Digest	<u>509,024,117</u>	<u>528,012,777</u>	<u>575,022,328</u>	<u>575,171,085</u>	<u>578,111,526</u>	<u>629,782,038</u>
Gross M&O Millage	9.656	9.314	9.543	9.727	10.187	10.418
Less Rollbacks	3.656	3.314	3.043	3.127	3.601	3.832
Net M&O Millage	6.000	6.000	6.500	6.600	6.586	6.586
Net Taxes Levied	3,054,145	3,168,077	3,737,645	3,796,129	3,807,443	4,147,745
Net Taxes (\$) Increase	-	113,932	569,568	58,484	11,313	340,302
Net Taxes (%) Increase	-	3.73%	17.98%	1.56%	0.30%	8.94%

CITY COUNCIL MEETING
September 8th, 2021

TITLE: ASSISTANCE TO FIREFIGHTERS GRANTS

PURPOSE: Seeking approval to except the AFG grant

RECOMMENDATION: to except the grant.

HISTORY/ANALYSIS: The St. Marys Fire Departments was awarded a \$112,342 dollar grant from the Assistance to Firefighters grant. The AFG grant has a 5% match that must be paid for by the city. The match comes out to be \$5,617 dollars, which brings the total grant to \$117,960.00. This grant is going to be used to purchase a new brush truck which will replace two trucks that are nearing the end of their service life. We are asking for approval to except the grant.

Department

Director: _____

City Manager: _____



City Council Meeting


Title Coronavirus Assistance Program for Households (CAP-H)
Community Partner Agreement

Purpose The enclosed contract with The Salvation Army establishes the community partner relationship between the city and The Salvation Army. The contract is for one (1) year and can be extended by mutual consent of each party. The city will provide \$40,000 in funding to The Salvation Army over the course of the year to serve as the community partner.

Recommendations Staff recommends approval of the agreement as presented.

History/Analysis On August 7 the City Council adopted the ordinance establishing the Coronavirus Assistance Program for Households.

Community
Development Director



City Manager



PROFESSIONAL SERVICES
CASE MANAGEMENT SERVICES

Whereas, the City of St. Marys ("City") desires to engage The Salvation Army of St. Marys, Georgia ("Community Partner") to provide professional caseworker services for an approximate \$200,000 Coronavirus Assistance Program for Households ("CAP-H"); and,

Whereas, Community Partner desires to provide such services and warrants that it possesses the capabilities to satisfactorily render said services as described in "Exhibit A"; and

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereto do agree as follows:

A. Compensation

Compensation provided is intended to support the Pathway of Hope match grant.

Caseworker Services: Community Partner shall perform caseworker services for compensation in the amount of \$40,000. Payment shall be provided in eleven (11) monthly installments of \$3,333.33 and one final installment of \$3,333.37.

B. Time of Performance

1. This agreement shall be in force and effect for one (1) year after the full execution of this agreement. It may be extended for additional one (1) year periods at the mutual consent of each party.
2. This agreement may be terminated by either party at any time after providing thirty (30) days written notice delivered to the other party's point of contact.

C. Contacts

The points of contact for each party shall be as follows:

City	Community Partner
City of St. Marys	The Salvation Army of St. Marys, Georgia
Kenneth Hughes	Allison Ellerbrock
Community Development Director	Service Center Director
418 Osborne St	1909 Osborne Rd
St. Marys, GA 31558	St. Marys, GA 31558
(912) 510-4035	(912) 882-2200

D. Relationship

The relationship of the Community Partner to the City of St. Marys shall be that of an independent contract rendering professional services. The Community Partner shall have no authority to execute contracts or make commitments on behalf of the City of St. Marys, and nothing contained herein shall be deemed to create the relationship of employer and employee or principle and agent between the City of St. Marys and the Community Partner.

E. Georgia Open Records Act

All records related to this agreement shall be considered public information subject to lawful disclosure under the Georgia Open Records Act. Any material deemed by the Community Partner to constitute information not subject to the Georgia Open Records Act shall be so marked by the Community Partner.

F. Insurance

The Community Partner shall have and maintain in full force and effect for the duration of this agreement, insurance protecting against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the contractor, its agents, representatives, employees or subcontractors. All policies shall be subject to approval by the City's Attorney to form and content.

Community Partner shall maintain insurance policies with coverage and limits no less than:

- Commercial General Liability of \$5,000,000 (five million dollars) per occurrence for bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom.
- Commercial Automobile Liability (owned, non-owned, hired) of \$1,000,000 (one million dollars) per occurrence for bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom.
- Workers' Compensation limits as required by the State of Georgia and Employers Liability limits of \$1,000,000 (one million dollars) per accident or disease.
- Self-Insured Retentions: Any self-insured retentions must be declared to and approved by the City so that the City may ensure the financial solvency of the Contractor.

Insurance is to be placed with insurers with an A. M. Best rating of no less than A-VII. Community Partner shall furnish the City with certificates of insurance prior to the start of work.

G. Non-Discrimination

Community Partner agrees it shall not discriminate against any person in the provision of any services or in any terms or conditions of employment on the basis of political affiliation, race, color, religion, national origin, sex, age, disability, or handicap, and will comply with all applicable federal and state laws, rules, regulations, and guidelines prohibiting discrimination.

H. Indemnification

The City of St. Marys agrees to hereby indemnify and hold the Community Partner harmless from any claims arising from, or related to, any act or omission to act by any City of St. Marys staff, person or entity acting on its behalf. Additionally, Community Partner hereby agrees to indemnify and hold the City harmless from any claims arising from, or related to, any act or omission by Community Partner or any employee, agent, or other person acting on its behalf.

I. Entire Agreement; Modification

- (a) This writing contains the entire Agreement of the parties, and no representations are made or relied upon by either party other than those expressly set forth.
- (b) No modifications, amendment, waiver, termination, or discharge hereof shall be binding upon either party unless executed in writing by said parties.

IN WITNESS WHEREOF, the parties have hereby entered into this agreement on this ___ day of August, 2021.

CITY OF ST. MARYS

By: _____

John Morrissey, Mayor

ATTEST

By: _____

Deborah Walker-Reed, City Clerk

THE SALVATION ARMY

By:  _____

JAMES K. SEILER · TREASURER ·

DESCRIPTION OF SERVICES

Community Partner shall provide case management services for administration of the Coronavirus Assistance Program for Households (CAP-H) as established by ordinance of the City of St. Marys on August 2, 2021. The Community Partner is responsible for Sec. 6.2 of the CAP-H ordinance and shall provide the program administrator with recommendations for funding of the grants made under Sec. 5.3 of the same ordinance. The administrator shall make the grants as recommended by the Community Partner where legally allowed.

Community Partner will also provide clients with information about other assistance programs available that the client may qualify for as appropriate.



City Council Meeting
September 8, 2021

Title Housing Study Contract

Purpose To award a consultant agreement to Partners for Economic Solutions for an amount not to exceed \$85,200.00.

Recommendations Staff recommends approval as submitted.

History/Analysis The Office of Local Defense Community Cooperation awarded the City of St. Marys \$120,000.00 to complete a housing study for the city and Camden County. The city's match is staff time. A request for proposals (RFP) was issued and several responses were received. City staff worked with a group of stakeholders to evaluate the proposals based on the RFP standards.

The following responses were received:

Firm	Price
JQUAD Planning	\$110,675
LeCraw Engineering*	\$60,100
Partners for Economic Solutions	\$85,200
Strategic Planning Group*	\$99,786
Thomas P Miller and Associates	\$114,850
Western Economic Services*	\$46,525

* Rejected as non-responsive/non-qualified

Community
Development Director

City Manager

PROFESSIONAL SERVICES
CONSULTANT

Whereas, the City of St. Marys (“City”) desires to engage Partners for Economic Solutions (“Consultant”) to provide professional consulting services and,

Whereas, Consultant desires to provide such services and warrants that it possesses the capabilities to satisfactorily render said services as described in “Exhibit A”; and

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties hereto do agree as follows:

A. Compensation

Consulting Services: Consultant shall perform consulting services for compensation in the amount of \$78,800 with reimbursable expenses totaling no more than \$6,400.00 for a total payment not to exceed \$85,200.00.

City shall make incremental payments following the completion of each task identified in “Exhibit A”, for the amount indicated therein, not later than thirty (30) days after a legally allowable invoice is received from the Consultant. City shall make payment for reimbursable expenses on the final invoice.

B. Time of Performance

1. This agreement shall be in force and effect for one (1) year after the full execution of this agreement.
2. This agreement may be terminated by either party at any time by providing thirty (30) days written notice delivered to the other party’s point of contact.

C. Contacts

The points of contact for each party shall be as follows:

City	Consultant
City of St. Marys	Partners for Economic Solutions, LLC
Kenneth Hughes	Anita Morrison
Community Development Director	Principal
418 Osborne St	349 Cedar St, NW
St. Marys, GA 31558	Washington, DC 20012
(912) 510-4035	(202) 621-9103

D. Relationship

The relationship of the Consultant to the City of St. Marys shall be that of an independent contract rendering professional services. The Consultant shall have no authority to execute contracts or make commitments on behalf of the City of St. Marys, and nothing contained herein shall be deemed to create the relationship of employer and employee or principle and agent between the City of St. Marys and the Consultant.

E. Georgia Open Records Act

All records related to this agreement shall be considered public information subject to lawful disclosure under the Georgia Open Records Act. Any material deemed by the Consultant to constitute information not subject to the Georgia Open Records Act shall be so marked by the Consultant.

F. Insurance

The Consultant shall have and maintain in full force and effect for the duration of this agreement, insurance protecting against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work by the Consultant, its agents, representatives, employees or subcontractors. All policies shall be subject to approval by the City's Attorney to form and content.

Consultant shall maintain insurance policies with coverage and limits no less than:

- Commercial General Liability of \$1,000,000 (one million dollars) per occurrence for bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom.
- Commercial Automobile Liability (owned, non-owned, hired) of \$1,000,000 (one million dollars) per occurrence for bodily and personal injury, sickness, disease or death, injury to or destruction of property, including loss of use resulting therefrom.
- Workers' Compensation limits as required by the State of Georgia and Employers Liability limits of \$1,000,000 (one million dollars) per accident or disease.
- Self-Insured Retentions: Any self-insured retentions must be declared to and approved by the City so that the City may ensure the financial solvency of the Consultant.

Insurance is to be placed with insurers with an A. M. Best rating of no less than A-VII. Consultant shall furnish the City with certificates of insurance prior to the start of work.

G. Non-Discrimination

Consultant agrees it shall not discriminate against any person in the provision of any services or in any terms or conditions of employment on the basis of political affiliation, race, color, religion, national origin, sex, age, disability, or handicap, and will comply with all applicable federal and state laws, rules, regulations, and guidelines prohibiting discrimination.

H. Entire Agreement; Modification

(a) This writing contains the entire Agreement of the parties, and no representations are made or relied upon by either party other than those expressly set forth.

(b) No modifications, amendment, waiver, termination, or discharge hereof shall be binding upon either party unless executed in writing by said parties.

IN WITNESS WHEREOF, the parties have hereby entered into this agreement on this 8th day of September, 2021.

CITY OF ST. MARYS

By: _____

John Morrissey, Mayor

ATTEST

By: _____

Deborah Walker-Reed, City Clerk

PARTNERS FOR ECONOMIC SOLUTIONS, LLC

By: _____

ANITA MORRISON, PRINCIPAL

EXHIBIT A

DESCRIPTION OF SERVICES

Consultant shall provide consulting services to complete the following work:

Task 1 – Demographic Analysis (\$32,500)

Proposed completion: December 31, 2021

- Overall economic conditions of Camden County
- Labor market conditions of Camden County including details on commuting patterns for people employed in Camden County and the surrounding area
- Housing market conditions including details of the current composition of the housing market and information on the affordability of homes within the community

Task 2 – Housing Market Potential Interim Report (\$20,400)

Proposed completion: May 31, 2022

- Estimate increase in demand for housing and assess likely distribution of new housing construction in the region.
- Estimate additional burdens to region's roadway as a result of additional travel.
- Document existing housing stock conditions by characteristics and quantity.
- Develop recommendations for the type, quality, and location of new housing that would help to meet the needs identified together with the ability of the private market to provide the identified needs.
- Housing demand analysis should develop the following for years 2021 and every five years to 2041.
- NSB personnel: detail personnel by military/civilian, incomes and housing subsidies/allowances, family/unaccompanied status, expected turnover rates.
- Regional employment: expected incomes, expected age of head of household.
- Regional population: demographic characteristics which may include family/non-family, households with children.
- Regional households: housing budgets, expected tenure.

Task 3 – Recommendations Interim Report (\$17,600)

Proposed completion: July 31, 2022

After working with the advisory committee provide the following for housing in St. Marys and the surrounding community

- Housing vision and smart goals
- Specific actions that can help accomplish the goals defined
- Recommend housing typologies, mixes, and needed numbers of units to meet housing demand
- Provide a perspective on regulatory barriers in the city and options that would address the issues with some discussion on processes to achieve corrections to regulatory barriers as appropriate

Task 4 – Final Report (\$8,300)

Proposed completion: July 31, 2022

- Finalize housing market potential report
- Finalize recommendations report
- Present findings to Planning Commission
- Present findings to City Council