

AGENDA
Camden County Board of Commissioners
Government Services Building, (Courthouse Square)
200 East 4th Street, 2nd Floor, Room 252,
Commissioners' Meeting Chambers
Woodbine, Georgia
Tuesday, January 19, 2016

Convene Regular Meeting at 6:00 PM

Opening Ceremonies

- Invocation
- Pledge of Allegiance

Roll Call

Agenda Amendments

Addition under Presentations:

- Presentation of Tribune & Georgians "Best of Camden Award" – Firefighter

Adoption of Agenda **as amended**

Approval of Minutes

- [January 5, 2016 Special Called Meeting minutes; January 5, 2016 Regular Meeting minutes](#)

Presentations

- Presentation of Tribune & Georgians "Best of Camden Award" – Firefighter
- [Mid-Year Budget Presentation for Fiscal Year 2016 presented by Finance & Budget Director Mike Fender.](#)
- Discussion concerning Culvert Replacement(s) / Driveway(s) presented by Public Works Director Harvey Amerson

Public Comments

Regular Agenda

Board of County Commissioners

1. [Resolution regarding the submittal of an application for a grant titled, "Disaster Resiliency through Damage Assessment Tools" Risk Assessment, through the Georgia Department of Natural Resources, Coastal Resources Division. Presented by Hunter Key, CRC, GIS Manager](#)
2. [Appointment of members to the Spaceport Camden Steering Committee. Presented by County Administrator Steve Howard](#)
3. [Appointment to the Board of Assessors \(District 2 – Commissioner Clark\)](#)

Finance & Budget Director Mike Fender

4. [Clarification regarding Curbside Collection poverty exemption level.](#)
5. [Consideration of approval of contract for engineering radio communication and equipment.](#)
6. [Consideration of Budget Amendment for Elected Official's COLA.](#)

Human Resources Director Katie Howard

7. [Consideration of amendments to the Separation Policy.](#)

Tax Assessors Office

8. [Consideration of Tax Release Applications.](#)

Public Safety – Chief Mark Crews

9. [Approval the renewal of the lease of two \(2\) advance life support ambulances with the City of Kingsland.](#)

Public Service Authority Director William Brunson

10. [Joint Resolution of the Camden County Public Service Authority, and the Cities of Woodbine, Kingsland and St Marys in regards to the appropriation of at least one million dollars or more in the next state budget to initiate the Greenway's planning and construction under the coordination of the Coastal Regional Commission.](#)

Reports

- [Calendar – January / February 2016](#)
- County Administrator Comments

Additional Public Comments

Adjourn BOC Meeting

**CAMDEN COUNTY, GEORGIA
BOARD OF COUNTY COMMISSIONERS
SPECIAL CALLED MEETING
JANUARY 5, 2016, 5:30 PM**

A Special Called Meeting of the Camden County Board of County Commissioners was held at 5:30 p.m. on Tuesday, January 5, 2016, in the Board of County Commissioners' Meeting Chambers of the Government Services Building, Woodbine, Georgia.

Commissioner Jimmy Starline called the meeting to order at 5:30 p.m.

Present: Commissioner Willis R. Keene, Jr.; Commissioner Chuck Clark; Commissioner Jimmy Starline; Commissioner Gary Blount; Commissioner Tony Sheppard; County Administrator Steve Howard; County Attorney John Myers and County Clerk Kathryn Bishop.

Special Called Agenda

Reorganization of Board of County Commissioners - 2016

1. Pass the Gavel to the County Attorney

The gavel was passed to County Attorney John Myers.

2. Election of Chair

Commissioner Clark made a motion to nominate Commissioner Starline to serve as Chairman. The motion was seconded by Commissioner Sheppard.

The nomination carried unanimously.

3. Pass the Gavel to the Chair

County Attorney John Myers passed the gavel to Chairman Starline.

4. Election of Vice-Chair

Commissioner Sheppard made a motion to nominate Commissioner Chuck Blount to serve as Vice Chairman. The motion was seconded by Commissioner Clark.

The nomination carried unanimously.

5. Re-appoint and re-affirm existing employment contract of the County Administrator and County Attorney.

Commissioner Keene made a motion, seconded by Vice-Chairman Blount to re-appoint and re-affirm the existing employment contract of the County Administrator and the County Attorney.

The motion carried unanimously.

6. Re-affirm all existing long term County contracts

Commissioner Clark made a motion, seconded by Commissioner Sheppard to re-affirm all existing long term County contracts.

The motion carried unanimously.

Existing Contracts 2016:

Vendor	Purpose
Advanced Disposal Inc	Franchise Agreement for Residential Solid Waste Collection Service
Amtrust North America	Third Party Administrator for Workers Compensation
Bar None Vending & Concessions LLC	Bar None Vending & Concessions LLC
Bent Pine Construction	Contract with Bent Pine Construction for the construction of the jail expansion
Cintas Corporation	Contract with Cintas for Uniform/Rug cleaning services
Circuit Public Defender office of the Brunswick Judicial Circuit	Indigent Defense Contract
Cisco WebEx LLC	Contract with Web – EX (virtual meeting provider)
Cities of Kingsland and St Marys	Intergovernmental Agreement for Code Red Weather Warning Services
City of Kingsland	Agreement with the City of Kingsland for the lease of two (2) Advance Life Support Ambulances
City of Kingsland	Intergovernmental Services Agreement with the City of Kingsland for Animal Control Services
City of Kingsland	Intergovernmental Services Agreement with the City of Kingsland for Building Inspector Services
City of Kingsland	Intergovernmental Services Agreement with the City of Kingsland for Fleet Management Services
City of Kingsland	Intergovernmental Services Agreement with the City of Kingsland for IT Services
City of Kingsland	Provide shared clinic services as part of the County's program.
City of Kingsland	Services Agreement with the City of Kingsland for gasoline

City of St Marys	Public works mutual aid
City of St Marys, Kingsland	Fire Protection Mutual Aid Agreement with the City of St. Marys and Kingsland
City of Woodbine	Lease Agreement with the City of Woodbine for Fire Station 11 (Donald Mitchell Public Safety Building)
City of Woodbine	Water Treatment of Leachate from Landfill
Civic Plus	Contract with Civic Plus for website services
Clifton, Lipford, Hardison, & Parker, LLC	Contract for Auditing Services with Clifton, Lipford, Hardison & Parker, LLC
Clyde Urquhart	Employment Contract with Attorney Clyde Urquhart for Camden County Magistrate and Probate Public Defender.
Coastal Workforce Development Consortium Agreement	To administer the provisions of public law 113-128, to strengthen the US's workforce dev system thru innovation, alignment, and improvement of employment, training, and education programs and to promote individual and national economic growth.
Collectron, Inc	Collectron Services for Curbside
Culligan Water Services	Contract with Culligan Water Services (purified water provider)
Cumberland Land Surveyors	Letter of Agreement for Surveying Services with Cumberland Land Surveyors
Emergency Communications Network, LLC	Emergency notifications to citizens and severe weather alerts
Federal Aviation Administration (FAA)	Provides a framework for the FAA to prepare an Environmental Impact Statement to address the potential impacts of constructing and operating a commercial space launch site
FireLine Inc	Contract with Fire Line Inc. to build (1) Fire Engine
Fleetmatics, Inc	Contract with Fleetmatics for CCFR vehicle tracking
GDOT	Georgia Department of Transportation Project Agreement for Kingsland By-pass, Phase I
Georgia Correctional Industries	Janitorial Supplies
Georgia Emergency Management Agency (GEMA)	GEMA Homeland Security Statewide Mutual Aid and Assistance Agreement
Georgia Forestry Commission	Cooperative Agreement with Georgia Forestry Commission
Golden Isles Office Equipment	Contract with Golden Isles Office Equipment for Copier Maintenance
Grant Services & Consulting, Inc	Rewrite & Update Hazard Mitigation Plan
Hopkins-Gowen Oil Company	Contract with Hopkins Gowen (gasoline provider)
Humane Society of Camden County, Inc	Humane Society Contract
IDS Alarm Services Inc	Contract with IDS for monitoring services at the Juvenile Court

Innovative Healthcare Solutions of Georgia, LLC	Inmate medical
John S. Myers	Legal Services Agreement / County Attorney Employment Contract
IBM Corporation	Contract with IBM for the Sheriff's Office
Kronos, Inc	Telestaff for EMS Scheduling and Accountability Software
Liazon	Agreement with Liazon for Bright Choices Exchange
Mary T Smith & Associates	Agreement Amendment for name change to Mary T. Smith and Associates
National Reimbursement Group	Contract for EMS Billing Services with National Reimbursement Group, Inc.
NelsonCFO, Inc	Spaceport development
New World Systems	CAD Modification to New World Systems Contract
New World Systems	Cover page for services and licensing from New World.
New World Systems	EMS Fire Modification to New World Systems Contract
Okefenokee Rural Electric Membership Corporation	EMS Tower Space Leasing Agreement with Okefenokee Rural Electric Membership Corporation
Old School Renovation Committee, Inc	Limited Special Purpose Agreement for Managerial Service of the Old Woodbine School buildings
P&A Engineering	Letter of Agreement for Surveying Services with P & A Engineering
Paladin Data Systems Corporation	Contract with Paladin Data Systems Corp Planning and Development Software
Pitney Bowes Global Financial Services	Contract with Pitney Bowes for postage machine
Public Service Authority (PSA)	ROW mowing Contract with the Public Service Authority
Satilla Probation Management Corporation	Private probation services with Satilla Probation Management Corporation (Magistrate)
Satilla Probation Management Corporation	Private probation services with Satilla Probation Management Corporation (Probate)
Sheriff James K. Proctor	Agreement between the Board of County Commissioners and Sheriff James K. Proctor for the operation of the 911 system and central dispatch center
South East Regional Radio Network (SEGARRN)	Memorandum of Understanding with South East Georgia Regional Radio Network (SEGARRN)
Southeastern Bank	Banking Services Agreement with Southeastern Bank
Southern Charm Janitorial Service	Janitorial Contract with Southern Charm Janitorial Services
Steve L. Howard	County Administrator Employment Contract, Second Addendum
Summer Industries	Amend the 9/1/13 agreement

Sun Coast Paper & Chemical LLC	Janitorial Supplies
TDS Telecom	Contract with TDS (telecommunication provider)
TDS Telecom	Telecommunications Service Agreement with TDS for the Sheriff's Office
The Cities of Kingsland and St Marys	Automatic Aid and Mutual Response Agreement between Camden County, City of Kingsland, and City of St. Marys
U.S. Physical Therapy, Inc	Fit 2 Work program
UGA Extension	Memorandum of Understanding for County Extension Personnel
Verizon Wireless LLC	Contract with Verizon Wireless (cell & data provider tablets)
Virtual Fleet Supervisor	Contract with Virtual Fleet for Assessors Vehicle tracking
W&D Investments aka W&D Utilities	SAPP contract for water system management?
Waynesville Volunteer Fire Department	Mutual Aid Agreement for Fire Services with Brantley County
Bensinger, DuPont and Associates (BDA)	EAP Services Agreement with Bensinger, DuPont and Associates for the Living Well Onsite Clinic
Department of Corrections	Memorandum of Agreement with the Department of Corrections for Office space.
Department of Juvenile Justice	Memorandum of Agreement with the Department of Justice for Office space.
Department of Justice	Federal Equitable Sharing Agreement & Certification
Department of Family & Children Services	Lease Agreement with the Camden County Department of Family and Children Services (DFACS).
City of St. Marys	Memorandum of Understanding for Onsite Medical Services at the Living Well Clinic.
Georgia Emergency Management Agency (GEMA)	Memorandum of Understanding/Agreement with GEMA to provide Emergency Evacuation Shelter equipment And other items
Dr. Earl Martin	Agreement for Professional Services with Dr. Earl Martin as the supervising physician for the Camden County Living Well Onsite Wellness Clinic.
Rescue Training Inc.	Memorandum of Understanding Affiliation Agreement with Rescue Training Inc.
City of Kingsland	Memorandum of Understanding with the City of Kingsland for Onsite Medical Services at the Living Well Clinic.
Principal Financial Group	Contract with Principal Financial Group for 401 (a) Defined Contribution Plan and 457 (b) Deferred Compensation Plan (Retirement)
Georgia Department of Transportation	Georgia Department of Transportation Project Agreement for Kingsland By-pass, Phase II
Aetna	Employee Health Plan Administer Contract (Medical Insurance) with
Public Service Authority	Memorandum of Understanding with the for Onsite Medical Services at the Living Well Clinic.
Georgia Department of Transportation	Contract for Local Maintenance and Improvement Grant (LMIG /
Coastal Regional Commission	Area Agency on Aging Contract

Paychex	Payroll software
Power pay	Credit card processing for landfill sites
Priority Dispatch	Contract with Priority Dispatch for the Sheriff's Office
City of St. Marys	Agreement for Animal Control Services
Public Service Authority (PSA)	Mowing county facilities
Bayer Crop Science, Thomas & Hutton	Access Agreement
Union Carbide Corporation	Option Agreement and Indemnification Agreement
Camden County School Board	Intergovernmental Agreement with the Board of Education to enforce O.C.G.A. § 40-6-163
Xerox State & Local Solutions, Inc	School bus cameras and ticketing system when stopped busses are passed

ADJOURNMENT:

Commissioner Keene made a motion, seconded by Commissioner Sheppard to adjourn the January 5, 2016 Special Called Meeting. The meeting adjourned at 5:37 p.m.



BY: _____
 JAMES H. STARLINE, CHAIRMAN
 CAMDEN COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
 KATHRYN BISHOP, COUNTY CLERK

**CAMDEN COUNTY, GEORGIA
BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
JANUARY 5, 2016, 6:00 PM**

Present: Chairman James H. Starline; Vice-Chairman Gary Blount; Commissioner Willis R. Keene, Jr.; Commissioner Chuck Clark; Commissioner Tony Sheppard; County Attorney John S. Myers; County Administrator Steve Howard and County Clerk Kathryn A. Bishop.

Chairman Starline called the meeting to order at 6:00 p.m.

Commissioner Chuck Clark delivered the invocation.

Chairman Starline led the Pledge of Allegiance.

Agenda Amendments:

No agenda amendments were offered during this time.

Motion to Adopt the Agenda:

Vice-chairman Blount made a motion, seconded by Commissioner Clark to adopt the agenda as amended.

The motion carried unanimously.

Approval of the Minutes

- December 8, 2015 Public Hearing & Regular Meeting Minutes

Commissioner Keene made a motion, seconded by Vice-Chairman Blount to approve the December 8, 2015 Public Hearing & Regular Meeting Minutes.

The motion carried unanimously.

Public Comments

No comments from the public were offered during this time.

Regular Agenda

1. Approval of Resolution to agree to annexation of William's Tract by the City of Kingsland.

Commissioner Keene made a motion, seconded by Vice-Chairman Blount to approve the Resolution to agree to annexation of William's Tract by the City of Kingsland.

The motion carried unanimously.

**A RESOLUTION TO AGREE TO ANNEXATION OF WILLIAMS TRACT BY THE CITY OF
KINGSLAND**

WHEREAS, Camden County seeks to encourage planned growth and development that offers urban type services; and

WHEREAS, the Daniel Williams, Jr is experiencing septic field problems on Martin Luther King Jr Boulevard otherwise described as map and parcel 082C03 002 consisting of approximately 1acre with a single-family residential home; and

WHEREAS, Daniel Williams, Jr has public water and desires to have sewer for his residence; and

WHEREAS, Camden County is not able at this time to provide public sewage treatment and disposal in that area of the county; and

WHEREAS, the City of Kingsland has a sewer line running in front of Daniel Williams, Jr property; and

WHEREAS, the Daniel Williams, Jr Tract is separated from the current city limits of the City of Kingsland by less than 1500 feet; and

WHEREAS, the Official Code of Georgia Annotated provides for the annexation of such islands in Section 36-36-20(b) by agreement between the municipal corporation and the governing body of the county;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSIONERS OF CAMDEN COUNTY that the county is in agreement with the City of Kingsland for the City of Kingsland to annex the property of Danial Williams Jr into the City of Kingsland and provide sewer services so that existing septic difficulties can be resolved.

BE IT FURTHUR RESOLVED, that the Commission Chair and Count Clerk are authorized and directed to enter into an agreement with the City of Kingsland on behalf of the County pursuant to the code section mentioned above, agreeing to such annexation.

BE IT FURTHUR RESOLVED that any and all resolutions in conflict with this resolution are hereby repealed.

2. Consideration of Fiscal Year 2015 Budget Amendments.

Commissioner Keene made a motion, seconded by Vice-Chairman Blount to approve the Fiscal Year 2015 Budget Amendments.

The motion carried unanimously.

**A RESOLUTION TO AMEND THE 2014 - 2015 FISCAL
BUDGET RESOLUTION FOR THE CAMDEN COUNTY
BOARD OF COMMISSIONERS**

BE IT RESOLVED by the Camden County Board of Commissioners, Camden County, Georgia in regular session lawfully assembled for County purposes:

That it is necessary to recognize the additional cost of write-offs for accounts receivable related to EMS ambulance fees;

That the above transactions can be fulfilled by changing the following budget accounts in the General Fund:

Budget Acct	Adopted Bud	Net Change	Proposed Bud	Description of Change
0000 - 39.9999	\$ 2, 476,958	\$ 444,335	\$ 2,921,293	Use of Fund Balance for Ambulance Billing, bad debt
1506 - 57.4000	\$ 3 65,900	\$ 444,335	\$ 810,235	Increase for bad debt adjustment - Ambulance Billing

THEREFORE BE IT RESOLVED, that the Camden County Board of Commissioners does hereby ordain, resolve, and enact the foregoing budget amendments for Camden County, Georgia.

3. Consideration of Fiscal Year 2016 Budget Amendments.

Commissioner Keene made a motion, seconded by Commissioner Clark to approve the Fiscal Year 2016 Budget Amendments.

The motion carried unanimously.

A RESOLUTION TO AMEND THE 2015 - 2016 FISCAL BUDGET RESOLUTION FOR THE CAMDEN COUNTY BOARD OF COMMISSIONERS

BE IT RESOLVED by the Camden County Board of Commissioners, Camden County, Georgia in regular session lawfully assembled for County purposes:

That it is necessary to recognize the additional cost for consulting services for support and consultation for the Spaceport.

That the above transactions can be fulfilled by changing the following budget accounts in the General Fund:

Budget Acct	Adopted Bud	Net Change	Proposed Budget	Description of Change
0000 - 39.9999	\$ 4,245,365	\$ 350,000	\$ 4,595,365	Use of Fund Balance for consulting svcs. for Spaceport
1506-52-1300	\$ 350,000	\$ 350,000	\$ 700,000	Increase Spaceport for consulting services

***THEREFORE BE IT RESOLVED**, that the Camden County Board of Commissioners does hereby ordain, resolve, and enact the foregoing budget amendments for Camden County, Georgia.*

Reports

- Calendar – January & February 2016

County Clerk Kathryn Bishop announced there are no amendments to the calendar at this time.

- County Administrator Comments

County Administrator Steve Howard announced that the FAA Scoping period to receive public comments regarding Spaceport has been extended until January 18, 2016.

Additional Public Comments

No comments from the public were offered during this time.

Adjournment:

Commissioner Keene made a motion, seconded by Vice-Chairman Blount to adjourn the January 5, 2016 regular meeting. The vote was unanimous to adjourn the meeting at 6:10 PM.



Board of County Commissioners

Office of Finance and Budget

P.O. Box 99/200 East 4th Street • Woodbine, GA 31569

Phone: (912) 576-7125 • Fax: (912) 576.1866 • www.co.camden.ga.us

January 19, 2016

The Chairman and Members
Board of County Commissioners
Camden County, Georgia

Re: Financial Condition – December 31, 2015
Fiscal Year 2016

The second quarter (mid-year) financial condition for the County is submitted for your information and review. The following executive summary provides an overview of the County's financial condition through December 31, 2015. Included, are individual analyzed reports that will assist you in reviewing the activity for the second quarter of fiscal year 2016. This report reflects the actual collections and disbursements, prior year comparison, and the averages. The current cash balances are also provided. Average collections and disbursements can show where we may be faced with unequal revenue or cash flow situations during the fiscal year. Unequal or uncollectible revenues, as well as unforeseen expenditures, require that we maintain adequate fund balances/equities to remain fiscally responsible and stable in the financial management of Camden County.

This review will only include five major funds - General, Curbside Collection, Emergency Telephone System, Unincorporated Tax District, and Solid Waste. In addition, there is a special review of the SPLOST #6 and SPLOST #7 programs as they relate to collections and disbursements for program projects. There are many funds that the County maintains for official financial records. Jail Construction and Staffing, Community Development Block Grant, and Capital Improvements, just to name a few. The individual activity of these funds, while important, is limited in scope and very specific as to the type of expenditures allowed and would not have a significant impact on the results or the overall financial condition of the County. The funds of Solid Waste and Curbside are enterprise funds so are prepared as a business type report and are not available for general fund use. The Emergency Telephone and Unincorporated Tax District are special revenue funds and as such are also not available for general fund use. However, their individual activities are each important to note due to their impact with citizens.

“Award-Winning Government”

STEVE L. HOWARD
County Administrator

JOHN S. MYERS
County Attorney

WILLIS R. KEENE JR.
Commissioner, District 1

CHUCK CLARK
Commissioner, District 2

JIMMY STARLINE
Commissioner, District 3

GARY BLOUNT
Commissioner, District 4

TONY SHEPPARD R
Commissioner District 5

General Fund : Total actual revenues collected through December are approximately \$18.1 million or 62.1% of total budget as compared with 50% expected year to date. These figures can be seen on page 1 of this report. The normal average revenue per month is \$3.0 million and is also reflected on page 1. The largest portion of the individual budgeted revenues, property taxes (50.1%), is well over our targeted budget at this point in time, at 89.4%. The overall tax collections are relatively high at this reporting time. The tax bills due date was actually on November 20, 2015, making the majority of the collections come due before the December 31, 2015 reporting date. By the third quarter report, I expect that the majority of property tax collections will reflect as collected for the year. By that time, I will know if there are any discrepancies for non-payment or other issues that may need to be discussed and/or adjusted.

Following are a few other major impacts of high and low revenues collections during this first half of the year. On a positive note, we have collected 100% of the estimated timber taxes for the entire year. In addition, business license taxes and alcoholic licenses have both meet their annual estimated budgets for the year. As these numbers increase above estimates for the year, it can help complete other losses in revenues. Taxes, as a category, has a collection of 75.6% to date, approximately \$3.2 million above the estimates for the budget at this time period. This was due mostly to the due date of the tax bills being due well before December 31st. Local option sales tax appears to be under at this time by approximately \$381,100, but that is mostly due to the fact that the taxes are collected and disbursed by the State four weeks after the actual collection periods. Due to current collections, I expect that annual collections may fall short of expected collections by as much as \$200,000. The commissions and fees are over at this report date (not for the year) by approximately \$427,200. This was due mostly to three line items. Collections of taxes account for two of the fee overages to date and the third is due to ambulance fees. Court fines are slightly over at this time, by approximately \$114,800, for the expected collections to date. The majority of these fine collections that are over are due to payments made on probate court cases. I will have a better understanding by the next quarter's report if there are any issues other than LOST to report.

Of the total collected revenues, 89.9% or \$24.5 million is from operating type sources and approximately 16.1% or \$4.7 million is from non-operating sources such as reimbursements, grants, transfers in from other funds, and fund balance. We should be cautious and minimize the use of non-operating revenues to fund normal operating expenses. It is at the Board of Commissioner's discretion to use fund balance and grants, but any significant decline in normal expected operating revenues for the current year will only enhance the dependency on these funding sources. At this reporting period, I expect that most all revenues by source category will at least meet and some will exceed current projections for this fiscal year. The fund balance of just over \$4.5 million will not be used for reporting purposes in this report as it is for budgeting purposes only and will not be known fully until year end. I expect to use approximately \$4.3 million of fund balance by the end of fiscal year 2016. This is the third year in many years that there will actually be a use of fund balance by year end. We added to the balance for several years allowing the usage at this time. However, we did use approximately \$2.0 million last fiscal year. This is still only the second year that we used actual fund balance to provide ongoing services in the last 9 years. I will continue to work closely with both the Tax Assessor and Tax Commissioner to monitor current tax collection activities and any discrepancies during the collection period.

Expenses for the general fund through December are approximately \$16.2 million or 55.5% of the total budget compared with 50% expected year to date. These figures can be seen on page 3 and page 4 of the enclosed statements. The normal average expenditures per month of \$2.7 million are reflected on page 4 of the enclosed reports. Overall, the general fund

expense budget is over the expected budget at this time. While it represents only a small percentage of 5.5% - it represents approximately \$1,610,800. This was due mostly to property, liability, and worker's compensation being paid for the entire year as well as the larger departments - Sheriff's Office and EMS being over budget for this time period. Of the total budgeted expenditures, 90.0% or \$26.3 million is for operating type expenses and 10.0% or approximately \$2.9 million is from non-operating expenses such as special projects, transfers between funds, and lease and bond payments.

If we look closer from an expenditure type standpoint, Administration, which includes health benefits for all employees, property insurance, tax commissioner, and facilities maintenance, create 29.9% of the total current annual expenditures and is slightly over budget for this reporting period at 53.8%. While many of the departments that make up administration are under budget at this time, and some well under budget, there were three departments that significantly exceeded their budgets for December. They are the Wellness Clinic, worker's compensation, and insurance for property and liability. The Wellness Clinic overage is due mostly to ordering equipment and software early in the budget cycle, but also includes some additional costs for the doctor while searching for a new PA. I expect the bottom line budget for the Wellness Clinic to be within budget by year end, but I will continue to monitor the issue for further corrections. Worker's compensation is over at this time due mostly to payments made at the beginning of the fiscal year for annual premiums. Property and liability insurance is over at this time simply due to payments made at the beginning of the fiscal year for property and liability insurance premiums. Neither of these insurances are expected to over for the year and should be more in line by the next quarterly report.

Public safety comprises 37.0% of the total current budget and is over budget for this report period at 55.5%. There are four departments that exceeded their budgets that were significant. Sheriff's Office at 55.7%; Jail at 56.9%; EMS at 54.4%; and EMA at 88.6%. The Sheriff's Office and Jail were over due mostly to salaries and overtime increases, not yet covered from other revenue sources. EMS is over due mostly to salaries and overtime increases and some repairs and maintenance of heavy equipment early in the budget year also not yet covered by increases from other revenue sources. Courts comprise 8.3% of the total current budget and are under the expected actual budget for this time at 48.9%. There is only one department that is actually over at this time in Courts. It is the District attorney, due to reimbursement of salaries (timing issue only). The other significant department by type is public works, which comprises 5.7% of the total current budget and is slightly under budget for this time period at 49.4%. Most departments are operating within their expected budgets and some are well under their budgets for this reporting period. At this time, I anticipate that most all departments will be at or below their approved budgets by fiscal year end with the exception of Sheriff, Jail, and EMS.

What does all of this mean for the general fund? The bottom line is by combining the actual revenues and expenses through December, it reflects that we are positively funded by \$1.9 million. By comparison, at this same time frame last year we had a positive difference of \$1.5 million. The actual cash balance in the general fund checking account at December 31, 2015 was \$10,772,820 as compared to \$12,381,338 last year. The difference in cash flow is due mostly to the reduction in tax collections based on the declining digest and the costs for a few special projects for space port. By using the current balance as a comparison, we can see that we have approximately four months of cash on hand to cover expenses at the end of December, as reflected on page 11.

In addition, you will find a consolidated expense sheet, page 6, of all general fund departments. This page allows you to see where there are increases and decreases from year to year by expense type. There are five significant changes by categories that need clarification

on this report. First the salaries and benefits are approximately \$2.1 million higher than last year as this time. This was due to two factors. One is that we now have a full year of additional costs for the 1% COLA from last year for all employees. Second, the Sheriff's Office has additional hires and increases over last year along with the increases that were approved for public safety that effected only the Sheriff, Jail, and EMS employees. The second significant increase was for contracted services. This was due entirely to space port support projects. The third significant comparison is for transfers. These are items that were simply paid slightly ahead of last year at this same time, but will not be over budget for the year. The fourth category that is very significant is for an increase in capital costs which is due entirely to the lease agreement payment for space port property. The last major change is actually a decrease. It is for debt write-offs for ambulance transports. This year there is much less in write-offs due mostly to not having to deal with old accounts that are legally uncollectible.

Curbside Fund : Total revenues are \$416,614 or 50.0% of total budget, through December, as compared with 50% expected year to date. These figures can be seen on page 7 page of the enclosed statements. The largest portion of the budget is the garbage collection fees (93.9%). The expected collections are just slightly over at this report date which is due mostly to some back A/P collections. Of the total budgeted revenues, 100.0% or \$808,000 is from operating type sources. Non-operating sources such as interest and proceeds carried forward are 3.1% or \$26,051

Expenses through December are \$398,271 or 47.8% of the total budget compared with 50% expected year to date. These figures can also be seen on page 7. The normal average expenditures per month of \$66,378 are reflected here. The checking account balance ending December 31, 2015 was \$593,098. In comparison, the cash for the same time last year was \$518,618. By using the current cash as a basis, we can reason that we have almost nine months of cash on hand to cover expenditures at the end of December, as reflected on page 11.

The bottom line for curbside is that by combining the actual revenues and expenses through December, it reflects that we are positively funded by \$18,343. By comparison, at this same time frame we had a positive funding difference of \$18,145. This was due mostly to having the extra billing cycle in the cash flow. This is a very good report as it shows that revenues and expenses are on track and the difference between them are only slightly positive which means that the fund is running appropriately.

Emergency Telephone : Total revenues collected through December are \$447,500 or 40.5% of the total budget compared with 50% expected year to date. These figures can be seen on page 8 on the enclosed statements. The key revenue sources of this fund are the 911 fees. The telephone fees continue to reduce slightly each year while the cell phone fees are staying steady. The main reason that the revenues appear to be so low is that one of the largest vendors, AT&T, will not have their quarterly payment for this fund until January. That should put the expected collections on target for the budget by year end. Keep in mind that this fund is supplemented from the general fund by \$180,000. \$90,000 of that amount has already been transferred for this fund's usage.

Expenses through December are \$568,167 or 51.4% of the total budget compared with 50% expected year to date. These figures can also be seen on page 8. The normal average expenditures per month are \$94,694. The checking account balance ending December 31, 2015 was \$409,558 as compared to \$439,515 at this same time last year. By using this as a basis, we can reason that we have just over four months of cash on hand to cover expenditures

at the end of December. The bottom line is by combining the actual revenues and expenses through December, it reflects that we have a negative impact by \$120,667. However, by comparison, at this same time frame we had a negative difference of \$57,339. We have been careful over the last few years to slowly build the fund balance up for three main goals. To make the fund self supporting, to acquire dollars for a building, and to readdress the entire County. However, with the increased costs of operations and fewer revenues being collected, there is a small fund balance as compared to actual needs. I expect at this time, that most of the budgeted revenues and expenses will meet the current projections for this fiscal year.

Unincorporated Tax District : Total revenues collected through December are \$1,100,278 or 105.4% of the total budget compared with 50% expected year to date. These figures can be seen on page 9 of the enclosed statements. The largest portion of the budgeted revenues, insurance premiums tax (77.7%), has been receipted at approximately 104% of the total expected annual budget. This is due to simply being conservative in the estimated increase for this fiscal year. The next largest revenue source, property taxes, are approximately 111% collected to date. Again, just budgeting conservatively for annual expected collections. I expect that all revenues, other than interest, will either meet or exceed budgeted projections at this time.

Expenses through December are \$514,629 or 49.3% of the total budget compared with 50% expected year to date. These figures can also be seen on the page 9. The normal average expenditures per month are \$85,771. The checking account balance ending December 31, 2015 was \$940,151 as compared to \$760,740 at this time last year. Most of the difference from last year is due to saving for future truck purchases through the budget. By using the current year balance as a basis, we can reason that we have eleven months of cash on hand to cover expenses at the end of December as seen on page 11. The bottom line is by combining the actual revenues and expenses through December, it reflects that we are positively funded at this reporting period by \$585,649. By comparison, at this same time frame we had a positive difference of \$431,501.

Solid Waste Fund : The total revenues collected through December 31, 2015 are \$1,771,692 or 41.3% of the total budgeted revenues as compared with 50% expected to date. These figures can be seen on page 10 of the enclosed statements. The majority of revenues for the landfill are from fees. There is an increase of just over \$220,000 as compared to last year at this same report period due mostly to more billable waste on the MSW site, which was exactly opposite from last fiscal year at this same time. Of the total budgeted revenues, 99.7% or \$4.3 million is from operating type sources and .3% or \$13,500 is from non-operating sources such as interest and retained earnings (fund balance).

Expenditures through December are \$2,125,165 or 49.5 % of the total budget compared with 50% expected year to date. These figures can also be seen on page 10. The five most major expenses during the first six months were for salaries & health benefits, reserves for closure and post-closure, capital equipment, and depreciation. The normal average expenditures per month are \$354,194. The difference in last year's actual and this year's actual of \$530,652 was due almost entirely to the purchase of two additional bulldozers. The checking account balance ending December 31, 2015 was \$1,502,173 as compared to \$1,105,388 at this same time last year. The difference in cash is due mostly to not providing for any construction of cells. By using this current amount as a basis, we can reason that we have just over four months of cash on hand to cover expenditures at the end of December. This includes the cash balance set aside for closure and post-closure to date. This fund has always been self-sustaining, including building cells with no borrowing of funds. It appears as if the revenue crisis

is finally nearing its end for the landfill sites. The bottom line is by combining the actual revenues and expenses through December, it reflects that we are in a negative position by \$353,472 (purchase of 2 bulldozers). By comparison, at this same time frame we had a positive difference of \$43,934.

SPLOST #6 Fund : The overall collections for SPLOST #6 are obviously down from the original referendum passed by the voters. The final collections were \$42.9 million, which was \$27 million less than the referendum. The SPLOST page reflects the estimated budget as well as the current projects, their budgets, and expenditures to date. Project budgets have been adjusted to reflect the last updated estimates adopted on May 15, 2012 as we strived to collect as much of the expected referendum as possible. The cities are still spending their shares of the SPLOST, approximately \$2.6 million still remaining. The PSA is complete on their current allotment. With the exception of the renovations for the Jail (\$500,000) and very minor reimbursements received, all County SPLOST activities have been mostly completed. Once all of the projects have been completed, we can review how to use the remaining balance (approx. \$7,000) for any remaining projects that could utilize the balance. The separate, SPLOST #6 bank account had \$3,103,554 at the end of December 31, 2015.

SPLOST #7 Fund : The overall collections for SPLOST #7 (approximately 2.5 years) is \$17.1 million to date. The expenses to date are for the County-Wide Data Sharing System project of approximately \$1.8 million; the County wide radio system project of approximately \$207,500; the Colerain Bypass project of approximately \$750,000; ambulances and equipment of approximately \$413,900; and vehicles and equipment of approximately \$2.1 million. All top tier projects, deemed county wide projects, dollars have been collected and distributions to all participating entities began in May 2014. All monthly collections are now disbursed each month to all the entities by the appropriate formula as in the intergovernmental agreement. This will continue until the fund has collection the first \$42 million. At that point, if reached, funds will be available for economic development and then all monies received after that will be divided to by the intergovernmental agreement again. The separate, SPLOST #7 bank account had \$5,300,538 at the end of December 31, 2015.

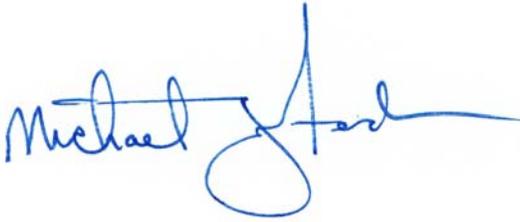
Additional Analysis : You will find the individual projections for fund balances and cash balances through the end of the current fiscal year on page 12. The final projected balances are based on the expected revenues and expenses for the remainder of the fiscal year. These balances begin with the known balances for July 1, 2015 (fund balances) and December 31, 2015 (cash balances). As currently estimated, the general fund should decrease over last year as revenues stay mostly flat, some use of fund balance, and there should be some savings from the total budgeted expenses. The curbside collection fund continues to operate in a much improved status over the last few years and will stay mostly stable. Emergency telephone reflects a very slight decrease in projected fund balance, but mostly stable. The unincorporated tax district reflects a slight increase in fund balance due mostly to exceeding budgeted revenues which includes reserves for future capital for expenses. The solid waste fund reflects a significant increase in fund balance over last fiscal year. Solid waste has a true fund balance, currently, of almost \$17.7 million. However, the difference in these funds (\$13.0 million) are tied to fixed assets and are not easily converted to cash for paying invoices.

All funds should be reviewed for any possible savings that may lead to additional cash accumulation for fiscal year end. If expenditures are not better controlled, this could cause the cash available for carry forward to be inadequate. We need to be better prepared for tougher times until a real recovery can be recognized in Camden County, not just discussed in Washington. The additional charts on page 13 reflect a comparison to the past years of audited

fund balance for the general fund and solid waste fund. I have also provided you with cash comparisons for the general fund, based on actual cash at the end of December 31, 2015. The actual fund balance at the close of FY 2014 has a fund balance of over \$11 million (actual) or over \$6 million (unrestricted). The balance reflected in the charts only has the unassigned or usable fund balance.

Please review the individual performance by fund in this report. This report is important and should be read in its entirety for an accurate and complete review of how the budgets are fairing as compared to actuals through the first half of the fiscal year. If you have any questions, please do not hesitate to call me or stop by my office for clarifications.

Respectfully,

A handwritten signature in blue ink that reads "Michael J. Fender". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Michael J. Fender
Director Finance and Budget

General Fund

Revenue Analysis
December 31, 2015

Actual collections should be 50%

County Revenues	2015 Revenues Actual	2016				
		Revenues Actual	Average Monthly Collections	Actual to Total Budget	Total Annual Budget	Revenue Source to Annual Budget
<i>Operating Revenues :</i>						
Property Taxes (current year)	\$ 10,317,168	\$ 13,085,429	\$ 2,180,904.91	89.4%	\$ 14,635,600	50.1%
Property Taxes (prior years)	\$ 440,805	\$ 291,800	\$ 48,633.27	40.3%	\$ 724,700	2.5%
Sales Taxes	\$ 1,440,041	\$ 1,320,100	\$ 220,016.73	38.8%	\$ 3,402,300	11.6%
Excise and Special Use Taxes	\$ 794,650	\$ 861,913	\$ 143,652.15	47.2%	\$ 1,828,000	6.3%
Licenses and Permits	\$ 77,358	\$ 76,706	\$ 12,784.38	61.8%	\$ 124,200	0.4%
Court and Official Offices	\$ 696,094	\$ 861,342	\$ 143,557.00	57.7%	\$ 1,493,150	5.1%
Office Rents	\$ 40,661	\$ 45,186	\$ 7,531	50.9%	\$ 88,700	0.3%
Service Charge Revenues	\$ 1,351,710	\$ 1,530,100	\$ 255,016.59	69.4%	\$ 2,205,800	7.5%
Total Operating Revenues	\$ 15,158,487	\$ 18,072,576	\$ 3,012,096	73.8%	\$ 24,502,450	83.9%
Average Collections	\$ 2,526,414	\$ 3,012,096			\$ 2,041,871	
<i>Non-operating Revenues :</i>						
Intergovernmental Revenues	\$ 48,089	\$ 56,441	\$ 9,407	57.5%	\$ 98,100	0.3%
Other Revenues	\$ 7,607	\$ 18,654	\$ 3,109	79.7%	\$ 23,400	0.1%
Other Financing Sources	\$ 562	\$ (52)	\$ (9)	0.0%	\$ 4,595,365	15.7%
Total Non-op Revenues	\$ 56,259	\$ 75,043	\$ 12,507	1.6%	\$ 4,716,865	16.1%
Average Collections	\$ 9,376	\$ 12,507			\$ 393,072	
Total Revenues	\$ 15,214,746	\$ 18,147,619		62.1%	\$ 29,219,315	100.0%
Total Average	\$ 2,535,791	\$ 3,024,603			\$ 2,434,943	

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 1

SUBJECT: Resolution regarding the submittal of an application for a grant titled, "*Disaster Resiliency through Damage Assessment Tools*" Risk Assessment, through the Georgia Department of Natural Resources, Coastal Resources Division. ***Presented by Hunter Key, CRC, GIS Manager***

- () Recommendation
- () Policy Discussion
- () Status Report
- (X) Action Item
- () Other

DATE: January 12, 2016

BUDGET INFORMATION: Project estimate is \$80,000 and the CIG is a 1:1 match. The CIG request will be for \$40,000

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. To consider the approval of the Resolution regarding the submittal of an application for a grant titled, "*Disaster Resiliency through Damage Assessment Tools*" Risk Assessment, through the Georgia Department of Natural Resources, Coastal Resources Division.

HISTORY:

- 1. The Resolution explains that the Board of Commissioners of Camden County, Georgia ("County") are desirous of submitting an application for a grant through the Georgia Department of Natural Resources, Coastal Resources Division.
- 2. The grant is titled, "*Disaster Resiliency through Damage Assessment Tools*" Risk Assessment.

FACTS & ISSUES:

- 1. The County is an eligible applicant under the rules of the Coastal Incentive Grant Cycle 19 Request for Proposals.
- 2. The CIG Program is a competitive pass-through subgrant program made possible by a grant to GDNR from the National Oceanic and Atmospheric Administration (NOAA) through Congressional funding pursuant to the Coastal Zone Management Act.
- 3. Each year, the GCMP allocates a portion of its federal funding to the Coastal Incentive Grants.
- 4. These subgrants may be awarded to qualified county and municipal governments, regional commissions, state-affiliated research or educational institutions, or state agencies (except GDNR), provided the project takes place entirely within the eleven-county service area of the program.

5. The CIG Program service area includes Brantley, Bryan, Camden, Chatham, Charlton, Effingham, Glynn, Liberty, Long, McIntosh and Wayne counties.

OPTIONS:

1. Motion to approve the Resolution as presented.
2. Motion to deny this item.
3. Motion to table this item.
4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. To be determined by the Board.

DEPARTMENT:

Prepared by:

Katie Bishop, County Clerk
Hunter Key, CRC, GIS

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

Mike Fender, Director

STATE OF GEORGIA

COUNTY OF CAMDEN

RESOLUTION OF THE BOARD OF COMMISSIONERS OF CAMDEN COUNTY
GEORGIA

This Resolution made on the __ day of _____, 2016, by the Board of Commissioners of Camden County, Georgia.

WHEREAS, the Board of Commissioners of Camden County, Georgia (“County”) is desirous of making application for a grant titled, “Disaster Resiliency Through Damage Assessment Tools” Risk Assessment, through the Georgia Department of Natural Resources, Coastal Resources Division; and

WHEREAS, the County is an eligible applicant under the rules of the Coastal Incentive Grant Cycle 19 Request for Proposals.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CAMDEN COUNTY, GEORGIA

1. That the above recitations are true and correct.
2. That the Chairman and the Vice Chairman are directed to submit the foregoing application to the Georgia Department of Natural Resources for consideration at the following location:

GA Coastal Management Program Office
Department of Natural Resources
Coastal Resources Division
One Conservation Way, Suite 300
Brunswick, Georgia 31520-8687

by, January 22, 2016, 4:30 PM submission deadline.

SO RESOLVED by the Board of Commissioners of Camden County, Georgia on this the __ day of _____, 2016.

James H. Starline, Chairman

Gary A. Blount, Vice-Chairman

ATTEST: _____
Kathryn A. Bishop, Clerk

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 2

SUBJECT: Appointments to the Spaceport Camden Steering Committee

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 12, 2016

BUDGET INFORMATION: N/A

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. To consider the appointments of members to the Spaceport Camden Steering Committee.

HISTORY:

- 1. Previously during the special called meeting held on September 17th, the Board approved the initial steps for the formation of the Spaceport Steering Committee.
- 2. At that time, Coastal Regional Commission Executive Director Allen Burns was unanimously appointed by the Board to serve as Chair of said Committee, as well as to assist staff with the structuring and parameters of forming the committee.

FACTS & ISSUES:

- 1. The Board authorized the County Administrator to facilitate the structuring of the Spaceport Camden Steering Committee.
- 2. After further review, staff recommends the appointment of the following three (3) members to the Spaceport Camden Steering Committee:
 - Dr. Robert D. Braun
 - Dr. Ann Proctor
 - Mercedes A. Thompson

OPTIONS:

- 1. Motion to appoint the following three (3) members to the Spaceport Camden Steering Committee: *Dr. Robert D. Braun; Dr. Ann Proctor; Mercedes A. Thompson*
- 2. Motion to deny this item.
- 3. Motion to table this item.
- 4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

- 1. Staff recommends approval of this item.

DEPARTMENT:

Prepared by:

Steve Howard,
County Administrator

IF APPLICABLE:

County Attorney Review:

N/A

IF APPLICABLE:

Finance Review:

N/A

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 3

SUBJECT: Appointment to the Board of Assessors (*District 2 – Commissioner Clark*)

- () Recommendation
- () Policy Discussion
- () Status Report
- () Action Item
- () Other

DATE: January 13, 2016

BUDGET INFORMATION: N/A

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. To consider the appointment of one (1) eligible applicant to serve on the Board of Assessors.

HISTORY:

1. Previously, applicant Freddie Noble served in this capacity. Mr. Noble's term has expired on December 31, 2015.
2. At the time of the term expiring, the application process was open for eligible applicants to apply to serve in this capacity.
3. The term of this appointment is 4 years and will expire on December 31, 2019.

FACTS & ISSUES:

1. 5 applicants were received by the Office of the County Clerk.
2. 1 applicant was removed because the applicant resides in the State of Florida. Georgia Law requires applicants to reside in the State and County in which they are being appointed.
3. The 4 eligible applicants are as follows: *Freddie Noble, Liz Johnsen, John Peterson, and William "Zach" Taylor*
4. Previously, the Board passed a Resolution to coincide Board of Assessor appointments with the respective Commissioner District; with the option of appointing at-large (outside) the respective District if needed.
- 5, 2 applicants reside within District 2: *Liz Johnsen and John Peterson*

OPTIONS:

1. Motion to appoint one (1) eligible applicant to serve on the Board of Assessors.
2. Motion to deny this item.
3. Motion to table this item.
4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. To be determined by the Board.

DEPARTMENT:

Prepared by:

Katie Bishop, County Clerk

IF APPLICABLE:

County Attorney Review:

N/A

IF APPLICABLE:

Finance Review:

N/A

<http://www.co.camden.ga.us/Admin/FormHistory.aspx?SID=9684>

The following form was submitted via your website: Citizen Board Application Form

Name:: Freddie Noble

Home Address:: 480 New Post Road

Home Phone:: 9123229133

Additional Phone::

Email Address:: freddienoble61@gmail.com

Please check a box below to indicate which Board you are submitting this application for:: Board of Assessors

Are you currently serving on a County Board(s)?: Yes

If yes, which board(s) do you serve?: Board of Assessor

Are you a resident of the County?: Yes

Do you hold a public office?: No

Are you employed by Camden County?: No

Have you been convicted of a misdemeanor or felony, excluding civil traffic infractions? (Note: A DUI and/or revoked license are NOT "civil traffic infractions" and must be reported.): No

Do you have any potential conflicts of interest that may arise from time to time if you serve on one of these boards? (A conflict of interest would be anything that inures to your benefit, your employer's benefit or a member of your family's benefit. Note: Having a potential conflict of interest does not necessarily exclude you from serving on a board.): No

If yes please explain::

Please list any community involvement, special skills, talents, experience, expertise or other qualifications that you would bring to theboard(s) for which you are applying:: I am an experienced, qualified assessor, and have completed all mandatory training by Department of Revenue and presently current with all DOR-required continuing education requirements. I respectfully request to be reappointed an active member. I attend regular, scheduled and called meetings as requested and enjoy working with current Assessors and representing District 2 and finally I take great pride in serving my community. I am proud of what we have accomplished as in recent years and would love to continue serving.

I hereby declare that the information provided by me in this application is true, correct, and complete to the best of my knowledge. I understand that, if chosen, any misstatement or omission of fact on this application shall be considered cause for ineligibility for appointment. Applicants are considered for all appointments without regard to race, color, religion, sex, national origin, age, marital or verteran status, medical condition or disability.

Electronic Signature below: : Freddie Noble

The following form was submitted via your website: Citizen Board Application Form

Name:: Liz Johnsen

Home Address:: 361 Sadler Cove Dr Woodbine

Home Phone:: 9123221559

Additional Phone::

Email Address:: Liz@lizjohnsen.com

Please check a box below to indicate which Board you are submitting this application for:: Board of Assessors

Are you currently serving on a County Board(s)?: No

If yes, which board(s) do you serve?:

Are you a resident of the County?: Yes

Do you hold a public office?: No

Are you employed by Camden County?: No

Have you been convicted of a misdemeanor or felony, excluding civil traffic infractions? (Note: A DUI and/or revoked license are NOT "civil traffic infractions" and must be reported.): No

Do you have any potential conflicts of interest that may arise from time to time if you serve on one of these boards? (A conflict of interest would be anything that inures to your benefit, your employer's benefit or a member of your family's benefit. Note: Having a potential conflict of interest does not necessarily exclude you from serving on a board.): No

If yes please explain::

Please list any community involvement, special skills, talents, experience, expertise or other qualifications that you would bring to theboard(s) for which you are applying:: Resident of Camden Co for 37 years, property owner, a licensed Realtor in GA and a willingness to serve and be involved.

I hereby declare that the information provided by me in this application is true, correct, and complete to the best of my knowledge. I understand that, if chosen, any misstatement or omission of fact on this application shall be considered cause for ineligibility for appointment. Applicants are considered for all appointments without regard to race, color, religion, sex, national origin, age, marital or verteran status, medical condition or disability.

Electronic Signature below: : Liz Johnsen

Additional Information:

Form submitted on: 12/31/2015 10:40:29 AM

Submitted from IP Address: 69.131.7.195

* indicates required fields.

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://www.co.camden.ga.us/Admin/FormHistory.aspx?SID=9678>

The following form was submitted via your website: Citizen Board Application Form

Name:: John Peterson

Home Address:: 494 Marys Drive, Woodbine GA 31569

Home Phone:: 7293131

Additional Phone:: 2235610

Email Address:: wetmarsh2@gmail.com

Please check a box below to indicate which Board you are submitting this application for:: Board of Assessors

Are you currently serving on a County Board(s)?: No

If yes, which board(s) do you serve?:

Are you a resident of the County?: Yes

Do you hold a public office?: No

Are you employed by Camden County?: Yes

Have you been convicted of a misdemeanor or felony, excluding civil traffic infractions? (Note: A DUI and/or revoked license are NOT "civil traffic infractions" and must be reported.): No

Do you have any potential conflicts of interest that may arise from time to time if you serve on one of these boards? (A conflict of interest would be anything that inures to your benefit, your employer's benefit or a member of your family's benefit. Note: Having a potential conflict of interest does not necessarily exclude you from serving on a board.): No

If yes please explain::

Please list any community involvement, special skills, talents, experience, expertise or other qualifications that you would bring to theboard(s) for which you are applying:: My undergraduate degree with a specialty in Land Planning and Community Development from GA State University. My Planning and Development field of study had a strong real estate emphasis. During that as a student, I also served both the City of Atlanta and also DeKalb County Planning Departments in two voluntary Planner Technician positions, where I learned the importance of location, transportation, public and private involvement and commitment toward maintaining neighborhoods, and property values as well. Since then I have been involved in professional planning and development activities and various aspects of local government administration in three different local county governments. During this time many planning and development coordination activities have allowed me to work with the Tax Assessors Offices staff and leadership on many occasions in providing better customer service in each situation. I would like to serve as a Camden County Board of Assessors member and believe that

all of my positive career experiences well qualify me for a starting point in that service.

I hereby declare that the information provided by me in this application is true, correct, and complete to the best of my knowledge. I understand that, if chosen, any misstatement or omission of fact on this application shall be considered cause for ineligibility for appointment. Applicants are considered for all appointments without regard to race, color, religion, sex, national origin, age, marital or verteran status, medical condition or disability.

Electronic Signature below: : John Peterson

Additional Information:

Form submitted on: 12/28/2015 11:54:22 AM

Submitted from IP Address: 69.11.199.238

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.co.camden.ga.us/Forms.aspx?FID=125>

View any uploaded files by [signing in](#) and then proceeding to the link below:
<http://www.co.camden.ga.us/Admin/FormHistory.aspx?SID=9685>

The following form was submitted via your website: Citizen Board Application Form

Name:: William "Zach" Taylor

Home Address:: 300 George St. St.Marys, Georgia

Home Phone:: 9128820806

Additional Phone:: 9124097983

Email Address:: zachjen1978@gmail.com

Please check a box below to indicate which Board you are submitting this application for:: Board of Assessors

Are you currently serving on a County Board(s)?: No

If yes, which board(s) do you serve?:

Are you a resident of the County?: Yes

Do you hold a public office?: No

Are you employed by Camden County?: No

Have you been convicted of a misdemeanor or felony, excluding civil traffic infractions? (Note: A DUI and/or revoked license are NOT "civil traffic infractions" and must be reported.): No

Do you have any potential conflicts of interest that may arise from time to time if you serve on one of these boards? (A conflict of interest would be anything that inures to your benefit, your employer's benefit or a member of your family's benefit. Note: Having a potential conflict of interest does not necessarily exclude you from serving on a board.): No

If yes please explain::

Please list any community involvement, special skills, talents, experience, expertise or other qualifications that you would bring to the board(s) for which you are applying:: I have spent nine years in the Tax Assessors Office, I hold an appraiser III certification from the Georgia Department of Revenue. I have taken many D.O.R. 40 hour courses, with only a few classes that I have not taken. Before resigning effectively the first of the year to pursue other endeavors, I was the senior field appraiser, appraising all commercial properties and assigned residential areas. Even though I no longer serve in this capacity, I would like to have the opportunity to serve on the Board of Assessors, utilizing my extensive training and knowledge in this field. I own property in District II and know the area well and the community as this was my assigned field appraiser area for the first four years of my employment with the office. In closing, I feel that my knowledge of the county, tax assessors office and many awards given to me over my nine year tenure would serve not only Camden County, but the Tax Assessors Office as well. Thank you for your consideration.

I hereby declare that the information provided by me in this application is true, correct, and complete to the best of my knowledge. I understand that, if chosen, any misstatement or omission of fact on this application shall be considered cause for ineligibility for appointment. Applicants are considered for all appointments without regard to race, color, religion, sex, national origin, age, marital or veteran status, medical condition or disability.

Electronic Signature below: : William "Zach" Taylor

Additional Information:

Form submitted on: 12/30/2015 4:25:28 PM

Submitted from IP Address: 69.131.12.78

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.co.camden.ga.us/Forms.aspx?FID=125>

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 4

SUBJECT: Clarification Regarding Curbside Collection Poverty Exemption Level

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 12, 2016

BUDGET INFORMATION:

REVENUES: pending outcome – could provide additional revenue back to curbside billing

EXPENSES: pending outcome – approximately \$11,300 per year currently

FUNDING SOURCE: Curbside Collection Fund

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

1. Clarify and approve the level of poverty exemption, as currently outlined in the Solid Waste Code of Ordinances, section 50-8, Exemptions, based on the current ordinance.

HISTORY:

1. Poverty exemptions have been given for curbside residents as approved based on the schedule from DFACS.
2. There are several sections reflected on the DFACS provided tables.
3. A portion of the Ordinance under the section 50-8 is stated as follows: Indigent home owners will receive an exemption from the full billing amount on a yearly basis. This exemption is intended for persons that own the service property, are living at the residence, and can be verified as an indigent (or extremely low income) person by the county DFACS office.

FACTS & ISSUES:

1. There are currently 125 applications for exemption this year.
2. If all 125 were granted exemptions, it could cost as much as \$11,300.
3. Attached is the Ordinance section 50-8 and the current DFACS tables for determining poverty exemptions.

OPTIONS:

1. Approve the amount of exemption as presented
2. Decline the amount of exemption as presented
3. Table this issue
4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. Staff recommends approval of the Food Stamp Limits, Gross Income 130% FPL, section of the attached Eligibility/Payment Tables as received from DFACS.

DEPARTMENT:

Prepared by:

Mike Fender, Director

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

N/A

resident's yard should be taken to the county wide yard waste site located on Old Still Road. There is no charge for individual residences for this service. Under no circumstances should any yard trash be placed into the household collection containers. Commercial businesses shall pay a tipping fee for depositing yard waste in county facilities to be determined by the Camden County Solid Waste Authority.

(4) *Miscellaneous items.* Discarded appliances and furniture may be placed at the designated place for normal household pickup free of charge to the resident. Residents must call county's service provider for pickup.

(b) [*Containers.*] Every resident shall have the county approved containers at the designated sight and time for proper pickup. In such cases as the resident may live on a private dirt road, the county and the service provider shall attempt to collect the containers. In the county's discretion it shall determine if the road is in "useable" condition. If the road is found not to be in "useable" condition, the resident may have to take the containers to the closest county maintained road.

(c) [*Placement of containers.*] Placement of containers will be done under one of the following conditions:

(1) *New residence.* A new resident must show certificate of occupancy as proof for new homes before a container will be delivered.

(2) *Stolen container.* Replaced free of charge if reported stolen to sheriff or police departments. A copy of the report must be sent to the curbside collection office for proper credit. If no report is given, a \$60.00 fee will be assessed to pay the county's portion to replace the container.

(3) *Existing home.* When a new resident moves into an existing home, the resident must call the curbside collection office for a new container and provide the required information before a container is issued.

(4) *Existing dumpsters.* There are a few dumpsters that have been grand fathered at the time the original curbside collection was established. No new dumpster service will be provided to a residential area.

(d) *Holidays.* Unless otherwise specified by the county's service provider, collections shall not be made on Christmas Day, Thanksgiving Day, and New Year's Day. (Ord. of 2-17-2005)

Sec. 50-8. Exemptions.

Exemptions from the curbside collection service may be developed from time to time within the authority of this article and adjusted by the Camden County Board of Commissioners. Any customer seeking an exemption shall submit an application, form to be determined (*by the county*), seeking an exemption; if the exemption is granted, it shall be effective as of the date of application.

(1) Indigent homeowners will receive an exemption for the full billing amount on a

yearly basis. This exemption is intended for persons that own the service property, are living at the residence, and can be verified as an indigent (or extremely low income) person by the county DFACS office.

(2) Residents of Cumberland Island and Little Cumberland Island are exempted from the curbside collection service requirements of this ordinance.

(3) Vacant Dwellings: Once a property owner has properly notified the county that the dwelling is vacant; and the County has determined that the service for that certain vacant dwelling is not required due to the vacancy; the curbside collection service and the fee so associated with said service may be discontinued. It shall be the responsibility of the property owner to notify the County that service is no longer required due to vacancy as envisioned by county policy in regard to notification. Once the notification of vacancy has been verified by the County the discontinuance of service date shall be the date of proper notification received by the County and fees after the date of notification shall not be assessed.

(Ord. of 2-17-2005)

Sec. 50-9. Nuisances designated.

It shall be unlawful for any person having an ownership or leasehold interest in property, having a contractual obligation to manage property, or occupying property, to create, commit, conduct, promote, facilitate, permit, fail to prevent, let happen, or to allow to remain any nuisance in or on such property. For the purpose of this article, the term nuisance is defined to mean any condition which tends to the immediate annoyance of the public in general, or is manifestly injurious to the public health, safety and welfare of the citizens of Camden County. A nuisance includes, but is not limited to, the keeping, depositing, or scattering on or over the property dead animals, stagnant water, decayed vegetables or fruits, filthy privies, unkempt stables, junk, trash, litter, or debris, or any dilapidated furniture, appliance, machinery, equipment, building material, junked motor vehicle, boat, or other item which is wrecked, junked, dismantled or inoperative condition, and which is not completely enclosed within a building or a dwelling, or anything having an offensive odor. (Ord. of 2-17-2005)

Sec. 50-10. Prohibitions; violations and penalties.

(a) It shall be the duty of the board of commissioners to enforce this article. The nonpayment of fees provided for in this article shall constitute a lien against the real and personal property of the person responsible for the payment of the fees. Should any person liable for the payment of the fees fail to pay the fees within 90 days of having been billed, the county is authorized and may issue an execution against such person and deliver the execution against such person and deliver the execution to the sheriff for levy and sale as provided by law. The execution shall also be recorded in the general execution docket in the clerk of superior court's office and a list of nonpays may be periodically advertised in the legal organ of the county. Further, the execution and/or fi.fa. may also be delivered to

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 5

SUBJECT: Consideration of Approval of Contract for Engineering Radio Communication and Equipment

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 12, 2016

BUDGET INFORMATION:

REVENUES: 0

EXPENSES:

ANNUAL: 0
CAPITAL: 0
OTHER: SPLOST VII - \$30,430

FUNDING SOURCE: SPLOST #7, 327.5.0000.54.1313

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. Consider and approve to continue contracting with Federal Engineering Inc for Phase 2 and Phase 3 of RFP#2015-107 which is the communications consultant for the SPLOST project – Public Safety Radio Communication System.
- b. This contract is being awarded in phases based on the outcome from reserving the option to return to request award of optional phases 2-5 depending on the design(s) proposed in Phase 1.

HISTORY:

1. Camden Sheriff's Office, Camden Fire Rescue, Kingsland Police Dept, Kingsland Fire Dept, St. Mary's Police Dept, and St. Mary's Fire Dept all use one consolidated 9-1-1 center.
2. Currently the County operates four separate VHF public radio systems which uses a single transmitter site with multiple receive only sites.
3. Phase 1 consisted of a current assessment of the overall health of the current radio communication system infrastructure including risks and future viability.
4. Phase 2 consists of developing a request for proposal based on the information presented to the 911 Committee from phase 1.
5. Phase 3 consists of evaluating the proposals and vendors from the results of the request for proposal in phase 2.

6. SPLOST VII funds are available for the Radio Communications System can be used for these phases.

FACTS & ISSUES:

1. The County utilized a Qualifications Based Request for Proposal procurement method for this solicitation that considers the Technical Approach, Firms Experience, Quality of Personnel and References prior to Cost.
2. Federal Engineering Inc was chosen as the most responsive bid and was awarded the first phase of the bid proposal at the May 15, 2015 BOC meeting.
3. Attached is the original proposal sheet and phases as discussed.

OPTIONS:

1. Approve the request to award the contract for Phase 2 & phase 3
2. Decline the request to award the contract for Phase 2 & phase 3
3. Table this issue
4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. Staff recommends awarding the next two phases at this time - phase 2 and phase 3

DEPARTMENT:

Prepared by:

Mike Fender, Director

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

N/A

RFP#2015-107 Communications Consultant

	AECOM	Concepts to Operations	Federal Engineering	RCC Consultants	TUSA Consulting
PHASE 1 - Design *	\$48,905.56	\$72,900.00	\$48,228.00	\$34,900.00	\$22,940.00
PHASE 2 - RFP Development	\$22,471.03	\$57,700.00	\$14,440.00	\$14,900.00	\$13,500.00
PHASE 3 - RFP Evaluation Support	\$37,060.55	\$54,100.00	\$15,990.00	\$19,800.00	\$9,900.00
PHASE 4 - Negotiation Support	\$10,819.43	\$8,000.00	\$5,724.00	\$14,800.00	\$3,600.00
PHASE 5 - Implementation	\$115,090.85	\$350,000.00	\$127,300.00	\$128,000.00	TBD
	\$234,347.42	\$542,700.00	\$211,682.00	\$212,400.00	TBD **

* May 19, 2015 - request approval of Phase 1: Design....with option to return for Board consideration for each remaining phase.

Concepts to Operations (Phase 5) cost was provided as a range of \$180,000-\$350,000. The higher amount was if a full-time project manager is to be on-site for 8 months, which the committee recommends.

**Since a shortlist was created based on qualification scoring and presentations were requested from the top two ranked vendors, once the pricing was open since, TUSA ranked the lowest, it was decided not to ask TUSA to provide a cost estimate for Phase 5.

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 6

SUBJECT: Consideration of FY 2016 Budget Amendment for Elected Officials COLA

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 12, 2016

BUDGET INFORMATION:

REVENUES: \$5,250

EXPENSES: \$5,250

FUNDING SOURCE: General Fund, revenues (FIFAs) - 31.9500

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. Consider and approve the necessary funding to provide a cost of living adjustment (COLA) to Constitutional Officers and Elected Officials as mandated by the State of Georgia.

HISTORY:

1. The State of Georgia, from year to year, approves cost of living adjustments (COLAs).
2. This year, the State has approved a 1% increase as a COLA to all Constitutional Officers and Elected Officials.
3. This is the second year in a row that the State has implemented a 1% COLA.

FACTS & ISSUES:

1. This year, the State has approved a 1% increase as a COLA to all Constitutional Officers and Elected Officials.
2. This is the second year in a row that the State has implemented a 1% COLA.
3. Attached is the budget amendment needed to correct the FY 2016 budget for these increases.

OPTIONS:

1. Approve the COLA as presented
2. Decline the COLA as presented
3. Table this issue
4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. Staff recommends approved of the COLA based on State mandate.

DEPARTMENT:

Prepared by:

Mike Fender, Director

IF APPLICABLE:

County Attorney Review:

N/A

IF APPLICABLE:

Finance Review:

N/A

A RESOLUTION TO AMEND THE 2015 - 2016 FISCAL
BUDGET RESOLUTION FOR THE CAMDEN COUNTY
BOARD OF COMMISSIONERS

BE IT RESOLVED by the Camden County Board of Commissioners, Camden County, Georgia in regular session lawfully assembled for County purposes :

That it is necessary to recognize the additional cost of COLAs for Elected Officials as required by the State of Georgia;

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

Budget Acct	Adopted Bud	Net Change	Proposed Bud	Description of Change
0000 - 31.9500	\$ 59,200	\$ 5,250	\$ 64,450	Estimated increase in FIFA's on property taxes
1110 - 52.1100	\$ 66,235	\$ 690	\$ 66,925	Increase for State required COLA, Commissioners
1545 - 51.1100	\$ 459,795	\$ 880	\$ 460,675	Increase for State required COLA, Tax Commissioner
2200 - 51.1100	\$ 382,056	\$ 840	\$ 382,896	Increase for State required COLA, Clerk of Court
2400 - 51.1100	\$ 219,047	\$ 950	\$ 219,997	Increase for State required COLA, Magistrate Judges
2500 - 51.1100	\$ 220,443	\$ 900	\$ 221,343	Increase for State required COLA, Probate Judge
3300 - 51.1100	\$ 2,113,543	\$ 990	\$ 2,114,533	Increase for State required COLA, Sheriff

THEREFORE BE IT RESOLVED, that the Camden County Board of Commissioners does hereby ordain, resolve, and enact the foregoing budget amendments for Camden County, Georgia.

Adopted this _____ day of _____, 2016

CAMDEN COUNTY BOARD OF COMMISSIONERS

James H. Starline, Chairman

Attest :

Katie Bishop, County Clerk

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 7

SUBJECT: Consideration of the Separation Policy.
 Recommendation
 Policy Discussion
 Status Report
 Action Item
 Other

DATE: January 12, 2016

BUDGET INFORMATION: N/A

COMMISSION ACTION REQUESTED ON: January 19, 2016

PURPOSE:

To request that the Board of Commissioners:

- a. To consider the approval of the Separation Policy.

HISTORY:

1. County has current policy, but is currently out of date and needed updated to reflect other policy changes.

FACTS & ISSUES:

1. Policy needed updating to reflect other policy updates and changes.

OPTIONS:

1. Motion to approve separation policy as presented to be effective immediately.
2. Motion to deny this item.
3. Motion to table this item.
2. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. Staff recommends approval of this item to be effective immediately.

DEPARTMENT:

Prepared by:

Katie Howard, HR Director

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

Mike Fender, Director

Section 9. Separations

A. Types of Separation From the Classified Service.

Separations and/or terminations from positions in the classified service shall be designated as one of the following:

1. Resignation
 2. Abandonment of job
 3. Lay-off or reduction in force
 4. Dismissal or discharge
 5. Retirement
 6. Death

B. Resignation.

1. An employee shall submit to the Department Head written notice of resignation at least 14 days in advance of the date of resignation. Immediately upon receipt of such notice of resignation, the Department Head shall forward the same to the Human Resources Director.
2. The employee's last day worked will be the date of resignation. An employee may not use Annual Leave and/or Sick Leave to extend their length of service to maintain benefits and/or to be paid for a holiday occurring after the last day worked. Payment for accrued Annual Leave will be included in the employee's paycheck up to 240 hours.
3. In appropriate instances, the employer may accelerate the resignation making it effective immediately or any other date. This may be paid or unpaid depending on the employee's performance prior to the notice.
4. Prior to separation, employees must return all equipment, keys, uniforms, and/or any other county issued property.
5. The employee's manager will notify IT Help Desk of the resignation so that all IT accounts will be discontinued.
6. Failure to comply with this rule shall be entered on the service record of the employee and could lead to rehire ineligibility

C. Abandonment of Job.

1. An employee absent without leave who fails to report for work may be terminated immediately.
2. An employee can also be subject to disciplinary action up to and including termination, if he/she leaves the workplace/site without proper approval from their supervisor

D. Lay-off or Reduction in Force.

Any involuntary separation not related to an employee's conduct should constitute a lay-off or reduction in force.

1. Reasons. Any employee may be laid off because of shortage of funds or work, abolishment of the position, material changes in duties or organization, or related reasons beyond the employer's or the employee's control that do not reflect dissatisfaction with the service of the employee. The duties previously performed by any laid-off employee may be reassigned to other employees holding positions in appropriate classes.
2. Notice to Department Head. Whenever the lay-off of any employee becomes necessary, the County Commission, through the County Manager, shall notify the Department Head as far in advance of the intended action as practicable of the necessity and the reasons of such lay-off. The Department Head shall thereupon furnish to the Human Resources Director the names and job titles of the employees to be laid off and the order in which such lay-off shall be affected.

3. Order of Lay-off. Should it become necessary to reduce the number of employees within a given class in any department, such employees shall be laid off in the order determined by the responsible Department Head, with approval by the County Manager. The County Manager shall have final authority to determine the order of lay-offs.
4. Notice to Employees. Regular employees to be laid off shall be notified in writing by the Human Resources Director fourteen calendar days prior to the effective date of the lay-off, if practicable.
5. Demotions. Any regular employee scheduled to be laid off shall have the right to be demoted to a lower classification, provided that a vacancy exists and such employee is qualified to fill the position in the lower classification and if the lay-off is not due to dissatisfaction with employee's performance.
6. All layoffs and reductions in force shall be first approved by the County Commission.

E. Dismissals.

When a regular employee is charged with misconduct that serves as just cause for dismissal, wherein the County deems the employment relationship between the employee and the County no longer workable, the following procedures shall apply:

1. The employee will receive a final meeting in person/and or on the phone to explain final discharge reasoning and/or answer any questions. Those present for the meeting will include, the employee's manager, a human resources representative, and/or another appropriate supervisory witness. In instances where the employee is unreachable or may pose a possible threat to Camden County, a certified letter will serve as communication rather than a meeting/or phone conference. In instances where the employee is unreachable or may pose a possible threat to Camden County, a certified letter will serve as communication rather than a meeting or phone conference.
2. The employee will receive subsequent documentation and policies either in person or via certified mail.
3. If the employee is out of their probationary period, they will be provided the Chain of Command Grievance Policy/Procedure. (Ref. Chain of Command Grievance Policy)

F. Retirement.

The retirement of an employee shall consist of the voluntary separation of an employee who has met the requirements of age and length of service under the laws governing any applicable pension fund of which such employee may be a member.

G. Death.

Separation shall be effective as of the date of the death of the employee. All compensation, including annual leave pay, due to such employee, as of the effective date of separation, shall be paid to the beneficiary of the employee, the surviving spouse of such employee, or to the estate of such employee, as may be determined by law or by the applicable executed documents in the personnel folder of such employee.

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 8

SUBJECT: Consideration of approval of Tax Release Applications

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 12, 2016

BUDGET INFORMATION:

Tax Release Applications total (\$10,831.18)

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. Approve the Tax Release Applications and authorize the Chairman to execute the applications.

HISTORY:

- 1. Tax Release Applications (*Error & Release Forms*) are a process used within the office of the Tax Assessor and Tax Commissioner to correct errors within the digest.

FACTS & ISSUES:

- 1. Tax Release Applications consist of corrections per said offices.
- 2. See attached spreadsheet for detail regarding the Tax Release Applications.

OPTIONS:

- 1. Approve the Tax Release Applications and authorize the Chairman to execute said applications.
- 2. Deny this item.
- 3. Table this item.
- 4. Other action by the board.

DEPARTMENT RECOMMENDED ACTION:

- 1. Tax Commissioner and/or Tax Assessor recommend approval of this item.

DEPARTMENT:

Prepared by:

Katie Bishop, County Clerk

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

Mike Fender, Director

NAME	DIGEST YEAR	AMOUNT	REASON	County	JDA	SERVICE DISTRICT	SCHOOL BOARD	STATE	ADMIN FEE	CITY
Rebecca Sullivan	2015	121.31	Doubled under account	45.00		2.53	59.63	\$ 0.38	10.00	
Rebecca Sullivan	2014	\$116.83	Doubled under account	44.61		2.55	59.10	\$ 0.57	10.00	
Rebecca Sullivan	2013	\$125.61	Doubled under account	48.19		2.76	63.84	\$ 0.82	10.00	
Rebecca Sullivan	2012	\$123.77	Doubled under account	48.19		2.76	61.79	\$ 1.03	10.00	
Rebecca Sullivan	2011	\$121.01	Doubled under account	48.19			61.79	\$ 1.03	10.00	
Rebecca Sullivan	2010	\$121.15	Doubled under account	48.71			61.40	\$ 1.04	10.00	
Rebecca Sullivan	2009	\$158.72	Doubled under account	65.17			82.16	\$ 1.39	10.00	
Wade Dixon	2015	\$103.32	per bill of sale did not purchase boat until 1/17/2015	45.08			55.74	\$ 0.17		
Yvanna & Kristopher Ellis	2015	\$143.10	traded in on camper per Tax Assessors Office	63.87			78.98	\$ 0.25		
Ronald Sawyer	2015	\$103.21	sold boat 2 years ago	46.07			56.96	\$ 0.18		
CNL Bank First Coast	2014	\$1,478.49	Buildings owned by County per Tax Assessors Office	632.48	120.52		837.90	\$ 8.11		
CNL Bank First Coast	2013	\$1,478.49	Buildings owned by County per Tax Assessors Office	632.48			837.90	\$ 8.11		
CNL Bank First Coast	2012	\$1,481.19	Buildings owned by County per Tax Assessors Office	632.48			837.90	\$ 10.81		
Hillcrest Properties	2015	\$1,013.53	Buildings owned by County per Tax Assessors Office	452.40			559.38	\$ 1.75		
Bruce Brock	2015	\$92.44	corrected year of mobile home from 2000 to 1995	29.94	2.50		39.68	\$ 0.26	10.00	20.06
Chris Clark	2015	\$149.94	Boat sold in 2013, doubled under account	66.93			82.75	\$ 0.26		
Charlie Hutto	2015	\$116.03	Deceased, boat given to daughter in North Carolina	50.62		2.62	62.59	\$ 0.20		
Gene Stevens	2015	\$89.29	Boat doubled under account	39.86			49.28	\$ 0.15		
Gerald Strickland	2015	\$74.03	Boat doubled under account	32.30		1.67	39.94	\$ 0.12		
Steve A. Woolsey	2015	\$117.12	Boat moved to Florida	52.28			64.64	\$ 0.20		
Bruce E. Nowlin	2015	\$182.29	Boat sold out of County June 2014	81.37			100.61			
Golden Isles Wells Drilling	2015	\$88.98	Acreage Correction	38.82		2.01	48.00	\$ 0.15		
Golden Isles Wells Drilling	2014	\$56.41	Acreage Correction	22.81	1.91	1.28	30.22	\$ 1.28		
Golden Isles Wells Drilling	2013	\$53.53	Acreage Correction	22.35		1.28	29.61	\$ 0.29		
BLB Construction	2015	\$1,399.63	Business closed & moved to Brunswick 12/31/2014	624.83			772.59	\$ 2.21		
Steven Burch	2015	\$193.18	Boat located at Amelia Island Yacht Basin May 2013	86.23			106.62	\$ 0.33		
Jeffery Rogers	2015	\$268.21	Boat located in Alabama per registration	119.72			148.03	\$ 0.46		
Show Turf	2015	\$148.78	5 pieces of equipment doubled under Deere Credit	66.41			82.11	\$ 0.26		
Michael Kobryn	2011	\$79.34	mobile home located in Glynn Co. since 2011	30.10			38.60	\$ 0.64	10.00	
Michael Kobryn	2012	81.06	mobile home located in Glynn Co. since 2011	30.10		1.72	38.60	\$ 0.64	10.00	
Michael Kobryn	2013	\$82.21	mobile home located in Glynn Co. since 2011	30.10		1.72	39.88	\$ 0.51	10.00	
Michael Kobryn	2014	\$69.44	mobile home located in Glynn Co. since 2011	24.82		1.42	32.88	\$ 0.32	10.00	
Michael Kobryn	2015	\$71.83	mobile home located in Glynn Co. since 2011	25.00		1.40	33.13	\$ 0.21	10.00	
Citizens State Bank	2015	\$727.71	square footage incorrect	324.82			401.63	\$ 1.26		
TOTAL For all Entities =		\$10,831.18		\$ 4,652.33	\$ 124.93	\$ 25.72	\$ 5,955.86	\$ 45.39	\$ 130.00	\$ 20.06

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 9

SUBJECT: Approval the renewal of the lease of two (2) advance life support ambulances with the City of Kingsland.

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 11, 2016

BUDGET INFORMATION: No funding needed.

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. To consider the approval the renewal of the lease of two (2) advance life support ambulances with the City of Kingsland.
- b. The term of the lease will be for an additional 6 months.

HISTORY:

- 1. Camden County BOCC entered into a lease agreement with the City of Kingsland November 18, 2014.
- 2. Camden County BOCC approved a purchase order for 2 new ambulance chassis on 6/19/2015.
- 3. Those chassis' were delivered late November, later than expected.

FACTS & ISSUES:

- 1. The late delivery and the holidays has extended the refurbishment time frame.
- 2. Completion of first refurbishment is expected to be first of March 2016

OPTIONS:

- 1. Motion to approve the renewal of the lease of two (2) advance life support ambulances with the City of Kingsland.
- 2. Motion to deny this item.
- 3. Motion to table this item.
- 4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

- 1. To be determined by the Board.

DEPARTMENT:

Prepared by:

Chief Mark Crews

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

Mike Fender. Director

**AGREEMENT BETWEEN THE CAMDEN COUNTY BOARD OF COMMISSIONERS
AND THE CITY OF KINGSLAND, GEORGIA FOR THE LEASE OF TWO (2) ADVANCE
LIFE SUPPORT AMBULANCES**

This AGREEMENT is made and entered into this ____ day of _____, 2016, by and between the Camden County Board of Commissioners, a political subdivision of the State of Georgia, as party of the first part, and the City of Kingsland, Georgia, as party of the second part.

INTRODUCTION:

The Camden County, Georgia emergency Medical Services Agreement is an agreement between the City of Kingsland, Georgia; City of Kingsland Fire Rescue and Camden County, Georgia Board of Commissioners. Camden County Fire Rescue for the lease of two (2) advance life support ambulances. If agreed upon the lease agreement will renew on ____ day of _____, 2016 unless changed, modified or cancelled as per the agreement.

PURPOSE:

The purpose of this lease agreement is to enable Camden County Fire Rescue to provide an additional 911 zone for Emergency Medical Services. Camden County will purchase a new ambulance for the continuation of the zone. This lease agreement will remain in place until the delivery of the new vehicle or six (6) months. This agreement is a continuation of the agreement that was signed by Board of County Commissioners on: November 18, 2014 and signed by Mayor of Kingsland on October 27, 2014.

BOARD OF COUNTY COMMISSIONERS:

This ____ day of _____, 2016

Chairman, Camden County Board of Commissioners

Kathryn A. Bishop, County Clerk

CITY OF KINGSLAND, GEORGIA:

This _____ day of _____, 2016

Kenneth E. Smith, Sr., Mayor

ATTEST:

Linda M. O'Shaughnessy, City Clerk

CAMDEN COUNTY BOARD OF COMMISSIONERS
AGENDA ITEM: 10

SUBJECT: Joint Resolution of the Camden County Public Service Authority, and the Cities of Woodbine, Kingsland and St Marys in regards to the appropriation of at least one million dollars or more in the next state budget to initiate the Greenway's planning and construction under the coordination of the Coastal Regional Commission.

- Recommendation
- Policy Discussion
- Status Report
- Action Item
- Other

DATE: January 12, 2016

BUDGET INFORMATION: N/A

COMMISSION ACTION REQUESTED ON: January 19th

PURPOSE:

To request that the Board of Commissioners:

- a. To consider the approval of the Joint Resolution of the Camden County Public Service Authority, and the Cities of Woodbine, Kingsland and St Marys in regards to the appropriation of at least one million dollars or more in the next state budget to initiate the Greenway's planning and construction under the coordination of the Coastal Regional Commission.

HISTORY:

- 1. The Joint Resolution endorses the recommendations of the House and Senate Joint Coastal Georgia Greenway Study Committee.
- 2. The joint Resolution urges Governor Nathan Deal, Lt. Governor Casey Cagle, and Speaker David Ralston to support an appropriation of at least one million dollars or more in the next state budget to initiate the Greenway's planning and construction under the coordination of the Coastal Regional Commission.

FACTS & ISSUES:

- 1. Upon execution by all entities, a copy of the Joint Resolution is to be forwarded to the Governor, Lt. Governor, Speaker of the House, Allen Burns, Executive Director, Coastal Regional Commission, and Jo Hickson, Coastal Georgia Greenway Inc.

OPTIONS:

- 1. Motion to approve the Joint Resolution as presented.
- 2. Motion to deny this item.
- 3. Motion to table this item.
- 4. Other action by the Board.

DEPARTMENT RECOMMENDED ACTION:

1. To be determined by the Board.

DEPARTMENT:

Prepared by:

Katie Bishop, County Clerk

IF APPLICABLE:

County Attorney Review:

Attorney John S. Myers

IF APPLICABLE:

Finance Review:

Mike Fender, Director

JOINT RESOLUTION OF SUPPORT BETWEEN THE CAMDEN COUNTY PUBLIC SERVICE AUTHORITY (PSA), CAMDEN COUNTY BOARD OF COMMISSIONERS, CITY OF ST. MARYS, CITY OF KINGSLAND AND THE CITY OF WOODBINE IN REGARDS TO THE APPROPRIATION OF AT LEAST ONE MILLION DOLLARS OR MORE IN THE NEXT STATE BUDGET TO INITIATE THE GREENWAY'S PLANNING AND CONSTRUCTION UNDER THE COORDINATION OF THE COASTAL REGIONAL COMMISSION.

WHEREAS, the Camden County Public Service Authority, representing Camden County and the Cities of Woodbine, Kingsland and St Marys, does hereby endorse the recommendations of the House and Senate Joint Coastal Georgia Greenway Study Committee; and

WHEREAS, we urge Governor Nathan Deal, Lt. Governor Casey Cagle, and Speaker David Ralston to support an appropriation of at least one million dollars or more in the next state budget to initiate the Greenway's planning and construction under the coordination of the Coastal Regional Commission; and

NOW, THEREFORE, BE IT RESOLVED, that the entities, of the Camden County Public Service Authority, the Camden County Board of Commissioners, the City of St. Marys, the City of Kingsland, and the City of Woodbine does hereby endorse the recommendations of the House and Senate Joint Coastal Georgia Greenway Study Committee, and the an appropriation of at least one million dollars or more in the next state budget to initiate the Greenway's planning and construction under the coordination of the Coastal Regional Commission.

Adopted in Lawful Assembly this _____ day of _____, _____ and spread upon the official minutes of the Camden County Public Service Authority, the Camden County Board of County Commissioners, the City of St. Marys, the City of Kingsland and the City of Woodbine.

James H. Starline, Chairman
Camden County Board of Commissioners

John F. Morrissey, Mayor
City of St. Marys

Kenneth E. Smith Sr., Mayor
City of Kingsland

Steven L. Parrott, Mayor
City of Woodbine

(Copies to be sent to the Governor, Lt. Governor, Speaker of the House, Allen Burns, Executive Director, Coastal Regional Commission, and Jo Hickson, Coastal Georgia Greenway Inc.)

Board of County Commissioners January 2016 Calendar

Monday	Tuesday	Wednesday	Thursday	Friday
January 11	January 12	January 13	January 14 PSA Board Meeting Community Room, 1050 Wildcat Dr. 5:30 PM	January 15
January 18 Deadline to submit comments to the FAA County Offices will be closed in observance of Martin Luther King Day	January 19 Board of County Commissioners Regular Meeting 6:00 PM, Woodbine	January 20	January 21 Board of Assessor Meeting Government Services Complex, 6:00 PM	January 22
January 25	January 26	January 27	January 28	January 29

Board of County Commissioners February 2016 Calendar

Monday	Tuesday	Wednesday	Thursday	Friday
Feb 1	Feb 2	Feb 3	Feb 4 Board of Assessor Meeting Government Services Complex, 6:00 PM	Feb 5
Feb 8	Feb 9 Board of County Commissioners Regular Meeting 6:00 PM, Woodbine	Feb 10	Feb 11	Feb 12
Feb 15 County Offices will be closed in observance of President's Day	Feb 16	Feb 17	Feb 18 Board of Assessor Meeting Government Services Complex, 6:00 PM	Feb 19 JDA Meeting 9:00 AM Center for Industry & Commerce Located at North Center, Kingsland
Feb 22	Feb 23 Board of County Commissioners Regular Meeting 6:00 PM, Woodbine	Feb 24	Feb 25	Feb 26
Feb 29				