


Memo

To: Mayor and City Council

From: Steve Sykes, City Manager 

cc: Lisa Ferguson, Chief Financial Officer

Date: March 9, 2022

Re: FY2021 Budget Amendment

The purpose of this memo is to request that the budget resolution discussed in the work session on March 7th be added back to the March 14th Council agenda and be passed.

As you should be aware, the City of Camilla is required to submit an audit report to the Georgia Department of Audits by March 31st of each year. And as the CFO stated in the work session, the budget needs to be amended in order to be in compliance with state budget regulations. The City needs to maintain this compliance in order to be eligible for CDBG grants, and GEFA funding as well as other state and federal funding. Not passing this amendment means we will not be adopting a budget for the ARPA funds for the September 30, 2021 fiscal year end and could result in us having to give back the ARPA funds, including the funds that have already been spent.

If the budget amendment is not approved at the March 14, 2022 meeting, the City of Camilla's 2020-2021 audit report will be submitted to the Georgia Department of Audits (DOAA) without it. We do not have a qualifying reason for requesting an extension for the audit report deadline. This will result in the DOAA issuing an audit finding to the City of Camilla and we will be required provide a corrective action plan once we receive that notification.

I am only aware of the concerns expressed by Mayor Owens during Monday night's work session meeting. He mentioned police overtime related to the Tyson Security Agreement. However, as shown on the detailed information provided Monday, the unbilled overtime expense related to Tyson is only 21.7% of the total overtime expense. The remaining 78.3% is due to unbudgeted Covid-19 related absences, community events and unplanned vacancies. These items listed in the amendment are all previously Council approved activities and already expended by staff – the amendment is a true-up of budgeted revenue and expense.

Resolution No. 2022-03-14-1

RESOLUTION AMENDING THE BUDGET FOR THE 2020-2021 FISCAL YEAR

WHEREAS, the City Council has reviewed its revenues and expenditures for the fiscal year ending (FYE) September 30, 2021 and has determined that amendments are needed as follows:

General Fund

Revenues: Net Increase of \$384,050

TAVT	\$128,000
Insurance Premium Taxes	32,700
Housing Authority-PILOT	73,800
GEMA/FEMA Reimbursement	25,600
Reimbursement/Damaged Property	93,950
Building Permits	15,000
Transfer in from ARPA Fund	<u>15,000</u>
Total	\$384,050

Total

Expenditures: Net Increase of \$384,050

Financial Administration	\$144,200
Legal	22,700
Government Buildings	20,800
Customer Service	90,100
Police	190,900
Fire	41,000
Public Works	77,300
Transfers to Airport Fund	7,100
City Manager	-68,300
Inmate Housing	-9,800
Planning & Zoning	-9,950
Fund Balance Reserve	<u>-114,900</u>
Total	\$384,050

WHEREAS, the City of Camilla hereby resolves to amend its General Fund Revenues and Expenditures budget for the fiscal year 2020-2021 for a total of \$8,813,750.

ARPA Fund

Revenues-ARPA Grant Funds \$936,000

Expenditures

Transfers to General Fund	\$ 15,000
Transfers to Water/Sewer Fund	1,830
Transfers to Electric Fund	840
Transfers to Gas Fund	1,330
Fund Balance Reserve	<u>917,000</u>

Total Expenditures \$936,000

WHEREAS, the City of Camilla hereby resolves to adopt an ARPA fund revenues and expenditures budget for the for a total of \$936,000.

SO RESOLVED this 14th day of March, 2022.

CITY OF CAMILLA

By: _____
Kelvin M. Owens, Mayor

Attest: _____
Cheryl Ford, City Clerk

General Fund**Revenues: Net Increase of \$384,050**

TAVT	128,000	The statewide formulation for TAVT changed.
Insurance Premium Taxes	32,700	
Housing Authority-PILOT	73,800	The Housing Authority paid us for multiple years.
GEMA/FEMA Reimbursement	25,600	One-time reimbursement from GEMA for Hurricane Michael.
Reimbursement/Damaged Property	93,950	Reimbursement for the McNeil Building storm damage.
Building Permits	15,000	
Transfer in from ARPA Fund	<u>15,000</u>	
Total	384,050	

Expenditures: Net Increase of \$384,050

Financial Administration	144,200	Tyler Software (\$136,000); budgeted in 2020, invoiced in 2021
Legal	22,700	Ordinance review; budgeted in 2020, invoiced in 2021
Government Buildings	20,800	Repairs to McNeil Bldg not covered by insurance
Customer Service	90,100	Group insurance (\$52,200); credit card processing (\$37,900)
Police	190,900	See Police Department detail
Fire	41,000	Group insurance (\$41,000)
Public Works	77,300	Sweeper was budgeted in 2022, audit adjustment moved it to 2021 (\$265,000)
City Manager	(68,300)	
Inmate housing	(9,800)	
Planning & Zoning	(9,950)	
Fund Balance Reserve	<u>(114,900)</u>	
Total	384,050	

-

Total expenditure increases	587,000
total budget reductions	<u>(202,950)</u>
	<u>384,050</u>

Police Department Detail

Department	Police
Group Insurance	69,000
Overtime	88,000
Fuel costs	20,000
SS/Medicare	10,900
Travel/Training	3,000
Total Budget Adjustment	<u>190,900</u>

1. Group Insurance - The auditors made a substantial adjustment to our group insurance as the claims exceeded our budgeted group insurance. This affects all of the departments in all of the funds.

2. Overtime -Unbudgeted overtime includes COVID related absences, unplanned events, Tyson security and vacancies.

3. Fuel costs - Fuel costs exceeded the budget due to the increase in fuel prices during the year.

4. SS/Medicare - SS/Medicare is up due to overages in salary line items.

5. Travel/Training- Costs are up due to the loss of dormitory space at ABAC for police academy candidates.

ARPA Budget

9/30/2021

Revenue Budget

ARPA Receipts 936,000.00 Funds received

936,000.00

Expenditure Budget

Fund Balance Reserve 917,000.00 Undesignated as of 09-30-2021

Transfers to GF 15,000.00 Vaccine Incentives

Transfers to Water/Sewer 1,830.00 Vaccine Incentives

Transfers to Electric 840.00 Vaccine Incentives

Transfers to Gas fund 1,330.00 Vaccine Incentives

936,000.00

Vaccine Incentives Total 09-30-21 19,000.00



AGENDA
CITY OF CAMILLA COUNCIL MEETING
4th FLOOR CONFERENCE ROOM
LIVE BROADCAST - CITY OF CAMILLA FACEBOOK PAGE
MONDAY, MARCH 14, 2022 ~ 6:30 P.M.

1. Call to Order; Roll Call
2. Opening Prayer and Pledge
3. Approval of Agenda
4. Approval of Minutes: January 26, 2022 Called Council Meeting
February 14, 2022 Council Meeting
February 17, 2022 Called Council Meeting
5. Speaker Appearances
 - a. Non-Agenda Items
 - b. Agenda Items
6. Action Items:
 - a. Ordinance No. 2022-03-14-1 – Special Election to Fill Council Vacancy
 - b. COVID-19 Vaccine Incentive Program Policy
 - c. One-Day Alcohol Permit Request – Chamber of Commerce (Annual Banquet)
 - d. Right-of-Way Maintenance/Landscape Bid
 - e. Bid Award – Gateway Signage
 - f. Bid Award - Paving Improvements on Campbell Drive
 - g. Mayor and Council Travel Budget Amendment
 - h. Intergovernmental Agreement – Mitchell County Board of Commissioners - Burson Road Project
 - i. Local Vendor Purchasing Policy
 - j. Competitive Trust Funds – Street Paving
7. City Manager's Report
8. Mayor's Announcements
9. Adjourn

**MINUTES – CALLED MEETING
CITY OF CAMILLA, GEORGIA
JANUARY 26, 2022**

The Called Meeting of the Mayor and City Council of the City of Camilla was called to order at 4:00 p.m. on Wednesday, January 26, 2022 by Mayor Owens.

Roll call indicated the following present: Councilmember Tucker, Councilman Burley, Councilman Morgan, Councilman Twitty, Councilman Pollard, and Councilman Palmer.

City Manager Steve Sykes and City Clerk Cheryl Ford were also present.

OPENING PRAYER AND PLEDGE

Mayor Owens gave the invocation and the Mayor and Council led the Pledge of Allegiance to the Flag.

CITIZENS AND GUESTS

Sign-In Sheet Attached.

APPROVAL OF AGENDA

On motion by Councilman Twitty, seconded by Councilman Palmer, the motion to approve the Called Meeting agenda for January 26, 2022 passed by a unanimous vote.

**CONSIDERATION OF ANNUAL ONE-DAY ALCOHOL PERMIT
CAMILLA ROTARY CLUB**

City Manager Sykes stated when the City updated its' ordinances and adopted a new alcohol ordinance in August 2021, procedures were changed with additional opportunities for administratively handling one-day permits. Prior to the ordinance update the Council had to review and act each time for one-day alcohol permit licenses. The ordinance still requires a first time application be approved by Council and denials approved by Council. Rotary's annual event this year was planned to be held before the next council meeting and city staff did not receive the application in time for consideration at the last meeting. The two options were postponing the meeting or having a called meeting. The alcohol application has new features we did not have before the ordinance was changed. One feature is we require a contact person that is a city of Camilla resident and they have to provide their address. The second feature is there is an annual event renewal question in 'Subparagraph h' in the new ordinance. It states once Council approves a permit for a not-for-profit and it is an annual or recurring event then administratively the staff can handle as long as each year the renewal is in order and everything is fine. Administratively it states either the city manager or city manager designee can reissue the application; however, if the city manager or designee denies the application then it is a recommendation back to Council and the difference between what the ordinance used to be and where it is today. The application for this event has been submitted, reviewed, and it is recommended Council approve as a renewal permit for Rotary. If the Council approves today

CONSIDERATION OF ANNUAL ONE-DAY ALCOHOL PERMIT (cont.)
CAMILLA ROTARY CLUB

the city staff will be able to approve annually without Council action. Mayor Owens commented the City Manager mentioned the two choices were postponing the meeting or having a called meeting but thinks he meant postponing the event. City Manager Sykes commented he meant postponing the event or having a called meeting. Mayor Owens stated that distinction is extremely important for the Council and public. This is a charitable event and one of the things discussed over the weekend, as part of a city, we rely heavily on the ability of our charitable organizations to participate and give back to the community. We reserve these types of meetings for heavy stuff as it relates to the city. But when talking about a charitable organization like the Rotary Club who is making the provisions to contribute to our community, it is important, if they can, to create a space for that to happen. For the public to understand, this is one of the reasons members of the Council agreed to do this and under the circumstances is a good thing.

Representatives from the Rotary Club were in attendance. Councilman Morgan asked with the new process this permit would not need Council action next year. City Manager Sykes responded that is correct. Mayor Owens commented he talked to Mr. Cooper related to the application and it is important to state for the record the date signed is February 25th and meant to be January 25th and is important especially when it is sent to the State. It is important for the Council before they get to the question there is unanimous consent they will accept the application as signed for January 25th. Mr. Cooper will change the application at the end of the meeting. No objections were voiced.

Mayor Owens asked for a motion to grant the Camilla Rotary Club a one-day alcohol permit for their event on February 5, 2022. Councilmember Tucker made the motion which was seconded by Councilman Palmer. The motion passed by a unanimous vote.

ADJOURNMENT

On motion by Councilman Pollard, seconded by Councilman Burley, the meeting adjourned at 4:09 p.m.

BY: _____
KELVIN M. OWENS, MAYOR

ATTEST: _____
CHERYL FORD, CLERK

**MINUTES – REGULAR MEETING
CITY OF CAMILLA, GEORGIA
FEBRUARY 14, 2022**

The regular meeting of the Mayor and City Council of the City of Camilla was called to order at 6:30 p.m. on Monday, February 14, 2022 by Mayor Owens.

Roll call indicated the following present: Councilmember Tucker, Councilman Burley, Councilman Morgan, Councilman Twitty, Councilman Pollard, and Councilman Palmer.

City Manager Steve Sykes, City Attorney Tommy Coleman, and City Clerk Cheryl Ford were also present.

OPENING PRAYER AND PLEDGE

Councilman Twitty gave the invocation and the Mayor and Council led the Pledge of Allegiance to the Flag.

CITIZENS AND GUESTS

Sign-in Sheet Attached.

APPROVAL OF AGENDA

Mayor Owens asked for a motion to approve the agenda. Councilmember Tucker requested, with Council consensus, Item #m be moved up on the agenda. A motion was made by Councilman Burley and seconded by Councilman Morgan to approve the February 14, 2022 agenda. Mayor Owens asked if there was unanimous consent to move Mr. Williamson (Item #m) up first when we get to the agenda items. With no objection, the motion to approve the February 14, 2022 Agenda and move Item #m to the top of the action agenda passed by a unanimous vote.

APPROVAL OF MINUTES

On motion by Councilman Pollard, seconded by Councilman Twitty, the minutes from the January 10, 2022 City Council Meeting were approved as presented by a unanimous vote.

SPEAKER APPEARANCE (AGENDA ITEM)

Annie Doris Willingham appeared before the Mayor and Council to speak on Agenda Item #g – Tyson Foods, Inc. Services Agreement – Private Security Detail. She stated she is still concerned about Tyson. Mitchell-Baker High School, a Camilla business on Hwy. 37, asked for an officer to be present because a student was fighting at school. It was granted, she worked there, and she felt safe. Tyson, a Camilla business on Hwy. 19, asked for an officer because of the loss of life by a shooting and it was granted. She talked to several employees and they said a police officer is in the car, sometimes it is a lady and sometimes it is men, and they feel safe when they see a Camilla PD car on the grounds. So far since the officer has been present in 2020 and 2021 they have not had any shootings. Tonight they are voting to end that one officer's presence. Councilman Burley, she feels, should not be able to vote on anything concerning Tyson because his family is financially connected to Tyson by owning chicken houses. This month is Black History Month and today is Valentine's Day. Where is the love for Tyson employees? They just

SPEAKER APPEARANCE (cont.)

want to work, feed their children, and be safe. The officer at Tyson, to her understanding, is at no cost or low cost to the city but that should not be their concern. Our concern should be to save people's life. That should be more important than anything and as adults, if there is an issue, they should be able to solve that issue and tell those people there that their life matters, just as we have an officer at this meeting. Mayor Owens commented in her statement she mentioned a school officer and asked Mrs. Willingham if that was a public school. She replied it was. Mayor Owens asked her if she was aware that Tyson was a private company and wanted to make sure we have that distinction for the record. Mrs. Willingham stated if it is a private company, and the people out there are not private, and they are being shot at, if there is an issue it is the Mayor and City Council of Camilla, and people being from Camilla, we should be able to work it out. Councilman Pollard commented she stated we have police officers at Mitchell County High and asked if they were from Camilla PD. She responded yes and she was working there. He stated he has never seen an officer from Camilla PD there but there are resource officers. Mrs. Willingham replied Mr. Haywood was working there, who is now in Albany, and was the officer at Mitchell County High School while she was working there. And they still have a resource officer there provided by the county. Back then it was provided by Camilla PD. Mayor Owens stated she mentioned the shooting and the tragedy of that shooting at the same time as the coverage we sent out there. He wants to make sure she is aware the shooting happened in June and our police officers were out there since April. Our officers were at Tyson prior to the shooting on the night shift. Mrs. Willingham commented it happened on the day shift. Mayor Owens stated he wants the record to be clear the former Councilwoman mentioned the school which is public property and Tyson is private property. The contract the City Manager executed started in April, some two to three months prior to the tragedy of the shooting.

ACTION ITEMS

FUNDING REQUEST – TENNIS COURT RESURFACING

The Council discussed a request from Eddie Williamson seeking monetary assistance from the City of Camilla to repair the asphalt tennis courts at the Mitchell-Baker Service Center in the amount of \$25,000. The courts are used year-round by the school system, the public, USTA leagues, Boys and Girls Club, Mitchell-Baker Service Center, and the yearly tennis benefit which contributes financially to local charities. The Council recommends a monetary contribution of \$25,000 from the American Rescue Plan Act funds to assist with court repairs and contingent upon Mr. Williamson securing total funding required for project completion. A long-term lease or similar agreement describing the public purpose of the project will be required for the City's investment of public dollars in the project.

A motion was made by Councilman Pollard and seconded by Councilman Burley. Mayor Owens stated Mr. Williamson was present if anyone had questions for him. Councilman Morgan asked about the long-term lease and what it would look like and if the courts are open to the public. Mr. Williamson commented Carol Shiver is with him and is head of the Tennis Association and the courts are open to the public. It was created forty years ago and the hard courts are only used, frankly, by the high school and the different teams with Carol. He was there two Sunday's ago and she had twenty plus ladies there playing team tennis from all other south Georgia. The tennis benefit created forty plus years ago is responsible for the Service Center being here as well as the Boys and Girls Club. The Service Center owns the property out there. He has raised money for

FUNDING REQUEST – TENNIS COURT RESURFACING (cont.)

fifty years in this community mostly for the Service Center and the Boys and Girls Club. He just needs some help to resurface the courts. Carol is working with someone and it is about \$100,000. This \$25,000 will go a long way for them and they are almost there. They have a contribution from Mitchell County, Carol and Laura Beth have gotten approximately \$20,000 and ARC, because it is a tennis benefit, has quite a bit of money in their account. Mayor Owens commented one of the reasons why it is on the agenda today is because at the work session last week there was a consensus of the Council it was something at least worth voting on, especially from the last handout he provided them. He stated Mr. Williamson mentioned Councilwoman Tucker is fund raising or has fund raised for this particular item. Councilmember Tucker replied she has applied for some grants on behalf of the community tennis association as a volunteer and assisted with that. Mayor Owens commented from what he can tell the councilwoman isn't going to benefit from this personally but because Mr. Williamson mentioned it in his comments he wanted to make sure the record indicates Councilwoman Tucker doesn't own the court or anything. Councilmember Tucker commented so it is clear for the record the courts are owned by the Mitchell-Baker Service Center, there is a long-term lease, and maintained by the Mitchell County Recreation Department. They are recreation courts and they go to play in other communities where you have to pay a court fee, but here they are free to the public. The city owns three courts, the County Recreation Department maintains the three courts at the Service Center, and the tennis pro maintains the three courts at the play courts. Mr. Williamson stated because of COVID they have not been able to have the tennis benefit for the third year. They have been raising around \$50,000 to \$60,000 for the past forty plus years. Fortunately they are familiar with the Fogg Trust and they met not too long ago with the trustees and they are going to continue, as of now, to support our community. It is a lot of money for the Service Center and the Boys and Girls Club. City Manager Sykes commented for the language of the long-term lease or similar agreement, the intent is to piggyback off what Mitchell County Commission does. They [Mitchell County Commission] made a similar financial commitment to Mr. Williamson. His thought after talking with them was the vehicle they use to make that contribution for public purpose, we could piggyback off that. After additional discussion, the motion to assist with court repairs in the amount of \$25,000 passed by a unanimous vote.

RESOLUTION NO. 2022-02-14-1 – BLACK HISTORY MONTH

The Council reviewed a Resolution at their February 7th Work Session proclaiming February 2022 as Black History Month in Camilla. All citizens are urged to recognize, honor, and celebrate the significant role and influence African Americans have made and continue to make in shaping our country's diverse history and remarkable culture. The Council recommends approval of Resolution No. 2022-02-14-1 recognizing February 2022 as Black History Month in Camilla and authorizes the Mayor to sign.

A motion was made by Councilman Pollard and seconded by Councilman Burley to approve Resolution No. 2022-02-14-1 and authorize the Mayor to sign. Mayor Owens commented this is typically a proclamation but we like having the Council participate which is why it is a Resolution. Mayor Owens read Resolution No. 2022-02-14-1 for the record. Roll call vote indic-

RESOLUTION NO. 2022-02-14-1 – BLACK HISTORY MONTH (cont.)

ated the following in favor of the motion: Councilmember Tucker, Councilman Burley, Councilman Morgan, Councilman Twitty, Councilman Pollard, and Councilman Palmer. The motion passed by a unanimous vote.

RESOLUTION NO. 2022-02-14-2 – MASTER FEE SCHEDULE REVISION (SOLID WASTE)

The Council reviewed a Resolution providing for a revision of charges and fees for solid waste services as shown on the Master Fee Schedule adopted July 19, 2021. The adjustment to solid waste rates for residential and commercial customers is a 3% increase and a pass-through of an increase from the City's solid waste service provider to the customer. The Council recommends approval of Resolution No. 2022-02-14-2 amending the Master Fee Schedule for solid waste rates and fees and authorizes the Mayor to sign.

A motion was made by Councilman Pollard and seconded by Councilman Burley to approve Resolution No. 2022-02-14-2 with authorization for the Mayor to sign. The motion passed by a unanimous vote.

BURSON ROAD SEWER EXTENSION – BID AWARD

The Council discussed a sewer system improvement project on Burson Road to extend sewer services in the area. The Mitchell County Board of Commissioners recently purchased and are renovating the GFA building on U.S. 19 and requested the ability to connect to the City's sewer system. Expanding the system along the U.S. 19 corridor will provide economic development opportunities in the area and benefit areas currently not served with sanitary sewer. The county has agreed to pay one-half of the project cost. Three bids were received on January 7, 2022 and Green's Backhoe, Inc. of Thomasville, Georgia was identified as low bidder with a base bid of \$54,347.95. The City's engineer, Still Waters Engineering, recommends Green's Backhoe, Inc. be awarded the bid and the Council also recommends awarding the bid to Green's Backhoe in the amount of \$54,347.95 subject to execution of an Intergovernmental Agreement with the Mitchell County Board of Commissioners for payment of one-half of the bid award before construction commences.

A motion was made by Councilman Pollard and seconded by Councilman Burley to award the bid to Green's Backhoe, Inc. subject to execution of an Intergovernmental Agreement with the Mitchell County Board of Commissioners. The motion passed by a unanimous vote.

2022 COMMUNITY DEVELOPMENT BLOCK GRANT – SELECTION OF GRANT ADMINISTRATOR AND ENGINEERING CONSULTANT

Statements of Qualifications and Proposals were requested from consultants successfully assisting local governments with grant writing for and implementation of Community Development Block Grant programs. The City received one response from Associates in Local Government Assistance, Inc. (ALGA) located in Alma, Georgia. The Council recommends selecting ALGA as the grant administrator, contingent upon approval from the Department of

2022 COMMUNITY DEVELOPMENT BLOCK GRANT – SELECTION OF GRANT ADMINISTRATOR AND ENGINEERING CONSULTANT (cont.)

Community Affairs as a sole source provider, to administer the 2022 CDBG activities and authorizes the Mayor to execute contract documents related to the application.

Statement of Qualifications and Proposals were also requested from engineering/architectural firms with a strong record in successfully assisting local governments with the implementation of Community Development Block Grant programs. Two proposals were received and independently scored by staff based on rating criterion for engineering/architectural firms and total score. Still Waters Consulting Engineers in Leesburg, Georgia received the highest score and Council recommends the selection of Still Waters Consulting Engineering for engineering/architectural preliminary design services for a potential FY 2022 CDBG project and, if funded, for engineering/architectural services for project implementation. Council also authorizes the Mayor to execute contract documents related to the application.

A motion was made by Councilman Pollard and seconded by Councilman Twitty to approve the selection of Associates in Local Government Assistance, Inc. and Still Waters Consulting Engineers for the 2022 CDBG project. Councilman Morgan asked City Manager Sykes if he has ideas or where to steer the group as they begin to make application for the 2022 CDBG. City Manager Sykes responded he does not and selection of the grant administrator and engineer need to be on board so they can help guide the Council through potential projects. Once the Council approves the administrator and engineer, the next step will be to have a work session with Council so we can give ideas of project types available, the type of available funding, and get Council feedback. A public hearing will be next and we want the public hearing to be as productive as possible. The motion to approve Associates in Local Government Assistance, Inc. as the grant administrator, contingent upon approval from the Department of Community Affairs as a sole source provider, and Still Waters Consulting Engineers for engineering/architectural services for the 2022 Community Development Block Grant passed by a unanimous vote.

DESIGNATION OF JUNETEENTH AS CITY HOLIDAY

The Council reviewed a recommendation from city staff to designate Juneteenth as an official holiday for the City. The City currently recognizes nine holidays for which business offices are closed and employees are not required to work and are paid. Federal and state governments both recognize Juneteenth as an official holiday and Council recommends the approval of Juneteenth as an officially recognized holiday for the City of Camilla. Resolution No. 2022-02-14-4 was prepared and added to the documentation tonight and recommended for approval by Council.

On motion by Councilman Pollard, seconded by Councilman Morgan, the motion to approve Resolution No. 2022-02-14-4 recognizing Juneteenth as an official holiday for the City of Camilla passed by a unanimous vote.

COMMUNITY COVID-19 VACCINE INCENTIVE

The Council discussed use of American Rescue Plan Act (ARPA) funds to provide an incentive program for citizens of Camilla to receive COVID-19 vaccinations. The Mitchell County Board of Health will provide the vaccination venue and each participating citizen receiving the vaccine

COMMUNITY COVID-19 VACCINE INCENTIVE (cont.)

and residing within the corporate limits of Camilla will receive a \$50 gift card. Funds in the amount of \$50,000 will be designated for the community vaccine incentive program and are contingent upon a mechanism which will identify the participant as a resident within the corporate limits of Camilla. The Council recommends approving use of funds from ARPA in the amount of \$50,000 for a period not to exceed 120 days to fund a community COVID-19 vaccine incentive program that is contingent upon Council approval of a mechanism to administer and identify citizens living within the corporate limits of Camilla.

A motion was made by Councilman Pollard and seconded by Councilman Burley to approve use of ARPA funds for a community vaccine incentive program contingent upon approval of the mechanism to administer the program. Councilmember Tucker commented she talked to a lot of citizens regarding this to try and get a good idea of what the community's interest is and as she stated before, she and everyone in her family is fully vaccinated. She talked with a number of citizens over the last week and has not had one citizen to support this. She talked with the Mitchell County Health Department since they held a vaccine incentive day on January 25th similar to what we are doing and 71 people participated. Comments received by her from citizens is they are already vaccinated, will not get rewarded, and have already done the right thing. Others stated this is outside the City's lane and is the Health Department's lane and they need to be the one. We can serve in a role of education, marketing, and encouraging as leaders by speaking out they believe in the vaccine program. It was mentioned last Monday we had a program for our employees and from her point of view is different from the citizen population. We are managing a business like the City and have employees who are having to quarantine that were not vaccinated and employees that are out. The City made the decision and it was a smart business expense to incentivize employees of the City. This is different from that and vaccines are free and have been available for some time. There are people opposed to vaccines and from her conversations with citizens in our community, they feel this is not something they have an interest in seeing ARPA funds used for. When we are granted \$1.8 million in ARPA funds she does not want to see the Council handing out \$50 or \$100 but working together making an impact community-wide with \$1.8 million. That goes a lot further. Many of them received letters and phone calls over the weekend and she did as well. Those she received had similar sentiments to what she is expressing and for that reason she will be voting in opposition. Councilman Palmer commented he agreed with Councilmember Tucker and the funds could be spent in a much more productive manner. With this amount of money at \$50 per card that is 1,000 people and he does not think there are that many in town who have not had the vaccination and willing to take it. In agreement with Councilmember Tucker he thinks the funds could be spent in a more productive manner. Mayor Owens commented the Ordinance that approved funding for the employee incentive was \$500 per employee and he does not recall anything in the Ordinance that centered around it was a good business decision. He wants to make sure there is a counter-argument to that in the record. Any councilmember can correct him but he does not recall that language or spirit of that Ordinance that talked about it was a good business decision. It was his understanding, and still is, this was something good for the public and still remains that. COVID-19 has proven, and it is a fact, this is a once in a lifetime virus. We also know this virus has the propensity to change and become another type of virus or variant. It is almost impossible with

COMMUNITY COVID-19 VACCINE INCENTIVE (cont.)

COVID-19 to assume anything with the virus. Until there is absolute and unequivocal proof the virus no longer exists on the planet it will be as responsible as a governing authority to do everything they possibly can, one thousand citizens, ten thousand citizens, a hundred citizens, or one citizen, to protect our community the best we can. It is important to understand this is not something the City of Camilla invented. When the money was allocated by the federal government this is literally one of the ways we can use this money and the money was created with this type of incentive in mind. He respects the opinions of his colleagues around the table and thought it important he state this for the record. Councilman Pollard commented he is grateful they have GMA and Carl Vinson Institute for the training he is able to attend. That same question was brought up about the city being a business or even treated as a business. The city is not a business but we have ways we conduct our business as a business but the city function of government is not a business. He looks forward to voting yes and incentivizing our citizens whether it be one, two, or three citizens. Councilmen Burley, Morgan, and Pollard voted in favor of the motion. Councilmember Tucker and Councilmen Twitty and Palmer voted in opposition of the motion. Mayor Owens broke the tie with an affirmative vote and the motion passed by a 4-3 vote.

TYSON FOODS, INC. SERVICES AGREEMENT – PRIVATE SECURITY DETAIL

The Council discussed the Tyson private security contract and the use of public resources being concentrated on the public. The contract is effective until September 30, 2025 unless terminated by Tyson or the City of Camilla. The Council recommends terminating the Law Enforcement Augmentation of Campus Security Services Agreement with a written 30-day notice in accordance with contract provisions (Optional Termination) effective February 15, 2022.

Councilman Pollard made a motion to terminate the contract with a second by Councilman Burley. Councilmember Tucker stated the Charter we operate under, in Section 1.13, paragraph 6, our powers include we enter into contracts and agreements with other governmental entities and with private persons, firms, and corporations. We clearly are within our scope to provide based on our own Charter. It further says in 1.3, paragraph 41, we are to promote and protect the health, safety, peace, security, good order, comfort, convenience, and general welfare of the city and its inhabitants. She thinks the contract would cover all those as defined. The Charter says in Section 2.17, paragraph b, the Council shall have the authority to adopt ordinances, resolutions, rules and regulations helpful for the peace, good order, and protection of life and property. All of those show we are certainly within our scope in providing this requested service by Tyson. The concern she has is in June of 2021 the Council took action on the contract and it was approved 4 to 2 with Councilmembers Pollard and Morgan objecting. It was approved in June. The contract is good through September 30, 2025 and we understand every contract has an opt-out and this one allows with thirty-days by either party. Nothing has changed since June 15, 2021 except there are two new councilmembers sitting at the table and therefore the vote could change. She thinks it is unethical of this group when Tyson has not changed and nothing we have provided in terms of service has changed. There is nothing anyone has brought to their attention that there is a concern from Tyson, our police chief, or our city manager. It is brought from the Mayor because he has a new city council member and to her borders on completely unethical to do that.

TYSON FOODS, INC. SERVICES AGREEMENT – PRIVATE SECURITY DETAIL (cont.)

She has gotten phone calls this week, and is sure they have as well, citizens are embarrassed by this City Council wanting to renege on a contract with our largest employer in the county. She stated there is a discussion paper she just received but put together notes herself. Tyson paid \$1.34 million in city property taxes in 2021 and that is a good corporate citizen. Tyson uses over 50% of our electric load in the city and pays the city over \$10 million a year in utility fees and that is a good corporate citizen that we have. The additional notes provided in the discussion paper states they have over 2,000 employees there and by the time you take the indirect it is pushing really close to almost 3,000 employees employed at Tyson with over \$105 million in payroll. The payroll rolls over in our community and our businesses and our downtown businesses (restaurants, gas stations, stores) and rolls over and over again and has a huge economic impact in our community. We are debating a contract that is only \$147,000/year and that is what Tyson provides in payment to the City in exchange for the City taking care of scheduling and sending officers on the times they request. We provide the officers, the vehicle, the overhead of the officers, their benefits and anything it costs for that officer. We are incurring that cost and Tyson is more than making us whole on that. She hopes they have an opportunity tonight to hear from Chief Hendricks. She has a brother-in-law that is a police chief and these are the types of deals he says keeps up morale and keeps officers here rather than being attracted to going to a neighboring community because they pay 50 cents more an hour. Not only is this right in terms of honoring our word when we give a contract and then say they are going to pull it back because there is one new city councilmember that has joined and going to change the vote. That is definitely not an ethical thing for them to consider doing. They also need to be aware of the fact that this type of word spreads in economic development. We say we are pro-business and pro-economic development and canceling this contract does not say those two things to our largest employer in the county. What is says is you violated trust and that word will get out and make it more difficult to do economic development in the future. Councilman Morgan commented it is hard for them to say we are having a conversation about ethics when back in July or June when they had the original conversation they were discussing a contract that none of them on that current council had an opportunity to see. Councilmember Tucker mentioned the 'no' votes of him and Councilman Pollard at that time and that still remains the same because from an ethical standpoint they shouldn't have been at this point even back in June without properly reviewing and having a thorough conversation about what the contract looked like and what was in it. Councilman Palmer commented as chairman of the City of Camilla Development Authority this is a stake in the heart of economic development for Camilla and Mitchell County and it will take years to overcome it. As Councilmember Tucker said this will spread like wildfire and is a huge mistake. He has not heard one good reason why we should not stay in the contract. It appears to him to be a personal agenda item of the Mayor and why we are having this discussion. It is a huge mistake. Councilman Burley commented when the old council came up with this, as Councilman Morgan stated, when it was time for discussion of the contract no one had the contract in front of them or knew what was in the contract. He has had citizens call him and they do not know what is in the contract. The contract stated officers are getting \$36.00/hour

TYSON FOODS, INC. SERVICES AGREEMENT – PRIVATE SECURITY DETAIL (cont.)

and they are not getting \$36.00/hour. Chief Hendricks may not know but some of the officers are complaining about it. No one came to the table and he was in the meeting as a citizen. When doing stuff of this nature they have to have facts in front of them. He was in law enforcement for eight years and it is not that he doesn't want Tyson to have security. He would love for them to have security and take on their due diligence and do what they have to do as a company. When the deputies in Albany were doing part-time work at Phoebe and the Fun Park those establishments hired them straight up and they were paid \$25.00/hour. They did not have the say so of a county commission or city council to tell them or a chief of police or sheriff tell them they could work part-time there. He does not have a problem with this and would like for them to come back to the table. But get the City out of it because it is a liability to us. We were in the news three weeks ago about high crime in Camilla, Georgia – auto entering and also home invasion in the city of Camilla. We are worried about out there but we need these officers in town. If we want to do something we need to increase our law enforcement agency in the city of Camilla. They hardly ever see the chief around the city and if you see him he doesn't say anything to you or speak to you. He does not have anything against him being the chief of police but we need our officers in Camilla. Mrs. Willingham made a statement tonight that he should not even be voting on this. His parents own chicken houses and have been in the poultry business for over 30 years. It has nothing to do with what we are doing out there. Tyson can hire their own individuals and that is the way he feels. They can hire them, pay them what they are due, and let that be. Mayor Owens thanked them for their comments and stated he has a couple of comments and wants to make sure for the record they are good with Councilmember Tucker, simply because the mayor's name was mentioned, or at the very least by title: This is something he wants to get done because there is a new person on Council. He asked her [Councilwoman Tucker] to state when the Mayor said that in any form related to this Council in his capacity as Mayor of this town. She commented she has not heard him make that comment and she objected on Monday for this to go on the agenda for the sake of nothing has changed. Nothing has changed from June when the contract was approved until now. When we had this on agenda last Monday her comment at that time was what has changed. Nothing has changed to cause this and he had nothing he indicated that has changed. The only thing she can see that has changed is there is the potential for it to be undone tonight because of the change of elected officials. With respect to the payment in Article 3 of the financial agreement, it does not state the compensation is paid to the officers at \$36.00/hour. It states the compensation amount shall be determined by multiplying the number of service hours performed at a rate of \$36.00/hour. It does not state the officer is paid \$36.00 and are paid whatever their overtime rate is. You must have built in the \$36.00 for workers comp, etc. Mayor Owens stated for the record the councilwoman's response is she has not heard him say that he is advocating for this because there is a new person on the Council. It is important based on some comments made this evening that he read from the approved minutes June 14, 2021. If any member of Council or the public wants to read these [minutes] they can, starting on page 1 and 2. Mayor Owens read from the minutes and stated these are his comments: It is being proposed we have a discussion related to public safety, specifically our police department, entering into a private security contract with no way for the

TYSON FOODS, INC. SERVICES AGREEMENT – PRIVATE SECURITY DETAIL (cont.)

public to participate. He does not believe this is fair, and this is him speaking, for the public not to be involved in the conversation last year. What he recommends, and has been told in past discussions with members in this room, one of the things we try to do is reduce contention during these meetings. With a July 12th date coming up it gives a lot of opportunity for people to do their due diligence and have conversations with one on ones prior to the public discussion. Without that, if we are forced to have that conversation tonight, he suspects there will be some contention. This is a larger conversation and the impacts are tremendous. This is just a reminder for the Council and Councilmen Burley and Morgan touched on this. When the old Council voted on this not a contract was in this room. They voted on something they could not see; if you can believe that, it happened. The councilwoman mentioned the financial discussion paper and for those watching at home you can go online and pull up in the packet. He apologized and said they just got this tonight therefore the public cannot see the document and one the Council just received this evening as they sat at the table. He is going to make it part of the official record. Councilwoman Tucker mentioned the financial side of the house and he does not believe it is a conversation related to the economic impact of Tyson in this city. Everyone sitting in the room understands that Tyson Foods is an outstanding, unequivocal, huge and positive for this community. The work they have done, their work with our children, and the contributions to our community is beyond reproach. There is no record anywhere on the face on the earth that would indicate otherwise from any member of the Council. The discussion paper given to them tonight, the councilwoman, as she mentioned, was not part of the Council a year ago. On Thursday, June 10th, 2021 the city manager sent the Council another set of numbers. He is assuming those were not passed out. He [city manager] mentioned on the record the financial provisions of the agreement is as follows: the projected annual payment from Tyson of \$147,000 and project annual expense for the City of \$112,000. This is a discussion paper given to Council and created by City Manager Steve Sykes. Last June he told us Tyson agrees to pay \$36/hour which equals \$3,348/week or \$174,000/year. A year ago it was \$174,000 we were going to get from Tyson and tonight on this discussion paper it is \$147,000.00. Tonight for this discussion it is \$147,000. Tonight's paper says the annual projected expense to the City is \$112,000. In June the City projects the cost of overtime and benefits to equal \$145,500.00. Everyone got a copy of the contract in the packet and citizens will be able to see that. If you go to the section that identifies the number of hours the officer is supposed to work it equates to 93. If you do the math, as the councilwoman has mentioned, she said nothing has changed. She is absolutely correct and it is still 93 hours. If you do $93 \times 36 \times 52$ you should come up with the \$174,000 number and the number is correct. He checked it last year. There is another sentence the city manager added last year they probably are not aware of that is not on here. Mayor Owens read from last year's discussion paper: Tyson agrees to pay \$36/hour which equals \$3,348/week or \$174,096/year. The city projects the cost of overtime and benefits to equal approximately \$145,500. This assumes that one additional officer will be added to the police department roster. Our officers start at about \$16/hour which is about \$33,000/year. You have to spend 33 to make 29. This is not Owens talking and these are the documents. That information is not in tonight's deal but if there is a citizen out there who wants to do an open records request they can pull his email or any

TYSON FOODS, INC. SERVICES AGREEMENT – PRIVATE SECURITY DETAIL (cont.)

other councilmember email from June 10, 2021 and they will get this information. He will include in the official record with the financials because the record has to be right. Mayor Owens stated Chief Hendricks is present and could correct him if he was wrong and that he would read the policy for the city. There has been a lot of talk tonight about what happens if the contract ends. It doesn't have to. Policy A-112 is the Camilla Police Department's standard operating procedure. The topic is secondary employment and this is a public document and any citizen can get a copy. This policy was effective August 1, 2019 and a couple years old and approved by our chief. As per Official Code of the State of Georgia, Section 16-10-3, and this will be important when they do something else in the next couple of weeks, sworn employees must obtain approval of the chief of police or his designee in writing prior to engaging in any extra duty employment. The point has been and what is in the Mayor's mind, what is in his mind they already have a policy in place for officers to work at Tyson and has been there since 2019. All they have to do is get approval from the Chief of Police. What people have forgotten the city manager mentioned last year he would not allow that. He is glad the city attorney is here because 16-10-3 may not allow for that but we will find that out. What he is telling the public: if the motion passes tonight and the city manager does not give the authority to the police chief to allow his officers to work at Tyson, he suspects he will be advocating again to this Council for them to do something about that. There is nothing the Council may do this evening that will stop a police officer from working at Tyson if they want to.

City Manager Sykes commented the 174 mentioned was based on 93 hours and actual history has proven they do not use the 93 hours. The 145,500 was based on an assumption and has turned out cheaper. Whereas he was estimating \$29,000 to the good they are actually trending toward \$35,000 to the good. Mayor Owens stated he appreciated that and wanted to go back to Councilwoman Tucker's comment. This contract has not been amended since June of last year so unless someone tells him those assumptions have been refigured in the contract, and he agrees with Councilwoman Tucker, nothing has changed. We are still obligated for 93 hours a week and he appreciates the City Manager's statements. City Manager Sykes commented he has another comment to make with regard to Councilman Burley's comment about safety for the officers and the Mayor's comment about officers having the ability to work there moonlighting. His objection remains the same for moonlighting. If an officer is involved in an officer involved shooting and he is moonlighting and not an employee of the city, that officer and his family are at risk. One of the things he would hate to see happen is one our law enforcement officers involved in that. It is bad for everybody, but especially that officer who will not have the insurance and protection of the City and will be on their own. He could not stand to see that kind of thing happen. Councilman Burley commented when he was in Albany they were hired by the company. It is up to the officer himself to take up insurance and nine times out of ten, they want to see the money and neglect that. City Manager Sykes commented he was afraid too often our officers will see the money and not see the risk and danger. Councilman Pollard commented that is a personal decision and as a City we should not be making that call. Police Chief Hendricks stated what Tyson wants is the Camilla uniform and Camilla car. Mayor Owens stated the question was if Tyson wants to hire a police officer to work on their property will we allow that officer to wear

TYSON FOODS, INC. SERVICES AGREEMENT – PRIVATE SECURITY DETAIL (cont.)

the uniform there. Mayor Owens respectfully referred him back to the policy and what that means. There is language in there about using the vehicle and those types of things. That is one of the things hopefully, and Councilman Burley talked about earlier, the Council, because there are policies in place for them to work out there, does not have to get in the middle of it. It is a conversation between the chief, the city manager, and Tyson. If there is something not already covered in policy it can be brought to Council. Everything needed is in there and most folks asking for off duty officers are looking for just that, along with the powers that go with it. He thinks there is enough here where the conversation can get started without bringing the people of Camilla in on it. One of the points made earlier by Councilman Burley related to the increase of property crimes in the city and it is happening in the region. The impetus of him making this statement and advocating for this is he is on the verge of choosing a Public Safety Committee for the city. In order to have a serious conversation about public safety and all our resources, from his perspective as Mayor and chief elected official of this town, is the safety of the citizens of Camilla. He feels good about that because we have policies in place if Tyson wants to hire a Camilla police officer. As we heard, the City Manager is opposed to that. But the policy is still here, so what do you do. He is making a promise to the people and Tyson, if the motion passes, in 30 days if the City Manager has not had a conversation, he will come back to the Council to see what they can do to make it so. What he is talking about is making sure the officer has the opportunity to work if he or she wants to. There is nothing in his advocacy, and from what he can tell, anyone supporting this that says they do not want officers working at Tyson. It is not true. The motion is to cancel the Tyson Private Security Contract with 30 days notice effective February 15, 2022. Voting in favor of canceling the Tyson Private Security Contract: Councilman Burley, Councilman Morgan, and Councilman Pollard. Councilmember Tucker, Councilman Twitty, and Councilman Palmer voted against canceling the contract. Mayor Owens broke the tie with an affirmative vote to cancel the contract and the motion passed by a 4-3 vote.

EMPLOYMENT APPLICATION REVISION

The Council discussed the City's employment application and new language added to the application in 2021 stating: *Employment applications are public documents and subject to open records requests*. Council recommends removal of the statement and only require on information on employment applications mandated by state or federal governments.

A motion was made by Councilman Pollard and seconded by Councilman Burley. Councilman Palmer stated this item is personnel and the Council, in his opinion, does not need to be involved in personnel. If the City Manager deems it is important on an application it should be left there and let him do his job. Councilmember Tucker referred back to the Charter, 2.31-Power and Duties of the City Manager, and agrees with Councilman Palmer they are meddling in City Manager duties. The city manager is responsible for administration, personnel, direct and supervise the administration of all departments. Everything she sees in the Charter as it relates to something like an employment application is the duty of the city manager. City Manager Sykes stated he would like to offer a suggestion that would not require Council action and to add a

EMPLOYMENT APPLICATION REVISION (cont.)

simple sentence that says private information will not be disclosed. Mayor Owens stated unless there is a motion to amend Councilman Pollard's motion, we would not do that. He would like to recall we are here today discussing this because he asked a question fairly similar to that. Last week was not a great time to have that conversation in terms of what they could work out but they are here now. Councilmember Tucker stated it was brought up last week because she said all PII would not be disclosed and made the recommendation last week. Mayor Owens stated that is not the consensus of the Council to bring forward. To Councilwoman Tucker and Councilman Palmer's point, they mentioned a couple sections in the Charter and would like to bring attention to Section 2.31 – Power and Duties of the City Manager. Second paragraph, first sentence states the manager shall be responsible to the city council for the administration of all city affairs placed in the manager's charge by or under this charter. Whereas we give the city manager a broad amount of room to operate within his administrative and executive duties, at the end of the day the city manager is responsible to this Council. Councilman Morgan commented in the Charter, Section 2.17 also states the city council shall be vested with all powers of government of this city. He thinks sometimes members of Council forget they are the governing authority of this city and if they see issues that could be discriminatory to members of the public it is their responsibility, as members of the Council, to bring it up, discuss it, and end it if that is the action needed. Mayor Owens stated they have a motion, properly seconded, to only require on employment applications information mandated by state or federal governments and removal of *employment applications are public documents and subject to open records requests*. A substitute motion was offered by Councilmember Tucker which would leave the wording on the application as is and add a statement that *personal identifying information will not be disclosed*. Councilman Palmer seconded the motion. Mayor Owens stated the question on the floor for a vote is to replace the language there with *no personal information will be disclosed*. Councilmember Tucker and Councilmen Twitty and Palmer voted in favor of substituting the original motion by Councilman Pollard. Councilmen Burley, Morgan and Pollard voted against the motion. Councilman Burley questioned for the motion if they were removing what they already have or keeping it and adding to it. Mayor Owens stated they would have something below the EEO statement. Instead of employment applications are public documents are subject to open record requests, Councilmember Tucker wants to substitute removing that language altogether and replacing with no personal information will be disclosed. Councilmember Tucker stated the motion is to add to what is already there which will clarify to applicants what it means. After additional discussion, Councilman Morgan asked if it was by law we include the entire statement on our application. City Attorney Coleman said there is no law requiring that and no law requiring anything to be on the application. There is no requirement to have anything on the bottom of the application and it serves as a disclosure to protect them. Councilman Morgan commented adding an additional statement does not make sense when it is not mandatory to have the statement on the application. Mayor Owens commented on our Human Resources website page there is a more detailed EEO statement before you get to the application. That is what this motion is and the only thing that needs to be on the application is what federal and state law

EMPLOYMENT APPLICATION REVISION (cont.)

requires. City Attorney Coleman commented it does not require anything. Everyone puts on their applications they are an equal opportunity employer and will not discriminate but not mandated by anybody. The motion states mandated by state or federal law. Mayor Owens stated what is federal law is you cannot discriminate and what is called best practice is companies and governments usually add the EEO statement declaring we are not going to discriminate. Best practice is most business and governments add to affirm/reaffirm their commitment to not discriminate. Councilmember Tucker, Councilman Twitty, and Councilman Palmer voted in favor of the amended motion offered by Councilmember Tucker to add additional language to the application that *no personal identifying information will be disclosed*. Councilman Burley, Councilman Morgan, and Councilman Pollard voted against the substitute motion. Mayor Owens broke the tie and voted against the motion and the motion failed. Mayor Owens announced they were back to the original motion which stated Council recommends removal of the statement and only require on employment applications information mandated by state or federal governments. Councilman Burley, Councilman Morgan, and Councilman Pollard voted in favor of the motion. Councilmember Tucker, Councilman Twitty, and Councilman Palmer voted against the motion. Mayor Owens broke the tie and voted in favor of the original motion to remove the statement and only require information mandated by state and federal governments. The motion passed by 4-3 vote.

TRAVEL POLICY AMENDMENT – ROBERT E. KNOX, JR. MUNICIPAL LEADERSHIP INSTITUTE

The Council discussed the Credit Card/Purchasing Card and Travel Reimbursement Policy for the Mayor and Council, last updated on September 13, 2021, which provides for authorized travel. For Section F, Authorized Travel on Page 2:

- Item (c) which states “All other training and travel reimbursement requires advance Council approval” will be reassigned as Item (d).
- A new item (c) will be added which shall state: *All other Georgia Municipal Association related training that is offered online or at alternative venues.*

The Council recommends approval to add the new language to the Travel Reimbursement Policy for the Mayor and Council.

A motion was made by Councilman Pollard and seconded by Councilmember Tucker. The motion passed by a unanimous vote.

CLASSIFICATION AND COMPENSATION PLAN STUDY – CARL VINSON INSTITUTE OF GOVERNMENT

The Council discussed the hiring of a consultant to perform a position and classification pay plan study using Economic Development Funds for City of Camilla employees. The Council recommends authorization to proceed with preference given to the University of Georgia to conduct the study. The estimated cost is between \$15,000 and \$20,000.

CLASSIFICATION AND COMPENSATION PLAN STUDY – CARL VINSON INSTITUTE OF GOVERNMENT (cont.)

A motion was made by Councilman Pollard and seconded by Councilman Burley. Councilmember Tucker asked if they are provided anything on this and did not see anything in the packet. She referred back again to the City Charter, Section 3.14, the city manager shall be responsible for the preparation of a position, classification, and pay plan which shall be submitted to the city council for approval. The most recent one was done this past summer by City Manager Sykes and presented at the September 13, 2021 meeting. This pay plan and classification was done by our own city manager who has the expertise in this area and she cannot justify a \$20,000 expense when it was just conducted in the summer of 2021. There are also numerous resources available to us through the Department of Community Affairs who annually have the DCA salary survey and is highly used in the industry when you are trying to hire someone for a position, whether it is in the election supervisor's department, economic development office or hiring a marketing director for the city. DCA annually updates salary classifications and the information can be queried by position, positions for populations our size, and what contiguous counties around us pay. She does not have an understanding why we need to invest \$20,000 in a study when we did one in the summer of 2021. Councilman Palmer stated this is a total waste of city money to pay the Carl Vinson Institute to do something we have already done. It is just one set of information you can get this information from and the city manager has used that plus talked with other comparable cities. Spending and wasting \$20,000, waiting 12 to 18 months to get the same answer to the same question, is a waste of money and time. Councilman Pollard asked where was the mandate for the yearly independent audit. We do that per our Charter and it is mandated and an independent person does that selected by the Council, and not the City Manager. We know he is capable of doing that but per our Charter it says we select an independent auditor to conduct those. Our constitution goes a step further to protect them for checks and balances and some of the things when we talk about checks and balances, that is why it is in place. To have an independent, outside person that will be reasonable, not biased (and he is not saying the City Manager is), but thinks there is a greater need for an independent person to come in. As Councilwoman Tucker continues her stay this past Monday we had a citizen attend and speak to the point that for months, years perhaps, he had been overlooked. His concerns were not taken into consideration and had to go outside and use his public resources in order to get something done, until he saw Councilwoman Tucker who did her due diligence and brought back to the Council. And now that citizen feels better and relieved. As she continues her stay she will also see they have employees that are citizens first. Because they are citizens we should hear every word they have to say and will be surprised when those citizens/employees start talking to you about the things they have going on. That is why they are calling for an independent person to come in and make sure everything is straight, equal, and the employees matter. We value them whether it be financially, physically and/or mentally, they matter. Everything tonight is because of citizen engagement and nothing personal. That is why they are here now and why it is on the table and is nothing personal but citizen engagement. Mayor Owens stated this type of study is so common you can go to GMA's website and they have a template and is how many cities do this. They have a template for a RFP if you want to contact someone to do a position and classification plan. A quick Google search will identify

CLASSIFICATION AND COMPENSATION PLAN STUDY – CARL VINSON INSTITUTE OF GOVERNMENT (cont.)

cities in this state that have already, within the last year, requested this type of help. He reminded everyone they just went through a once in a lifetime pandemic. Inflation is up over 7%. It has been stated the City Manager was looking at DCA surveys but what an independent study will do is take all the other variables, COLA (cost of living allowance), private businesses and how they are paying their folks. This is not just looking at a survey and averaging something. It is a very comprehensive study and hence the cost. For the record he stated this is Phase I because there are other questions that need to be answered but thinks this will work for Phase I of getting to those answers. The motion on the floor is to recommend authorization to proceed with preference given to the University of Georgia to conduct a pay study with an estimated cost of \$15,000 to \$20,000. Voting in favor of the motion: Councilman Burley, Councilman Morgan, and Councilman Pollard. Voting against the motion: Councilmember Tucker, Councilman Twitty, and Councilman Palmer. Mayor Owens broke the tie and voted in favor of the motion to conduct the study. The motion passed by a 4-3 vote.

WORK SESSION SCHEDULE – MEETING TIME

The Council discussed the time Work Session meetings are held with a focus on accommodating citizen input and providing an opportunity for citizen engagement. The Council recommends approval of changing the Work Session meeting time from 9:00 a.m. to 6:00 p.m.

A motion was made by Councilman Pollard and seconded by Councilman Burley. Councilman Palmer stated the way we do it now gives an opportunity to people who are available in the morning and not at night and thinks that is the way they should do it and keep it like it is. Councilmember Tucker also agreed we have a good structure in place with a morning meeting and a night meeting. We had a morning meeting last Monday with two citizens in attendance. We have a night meeting now and have one citizen in attendance. She tried to think about who it disenfranchises. She thought about shift workers are not able to come to a night meeting but maybe could come to a morning meeting, nurses, doctors, medical employees, and restaurant workers who work at night would be available to come to a morning meeting. Manufacturing workers who work at night, paramedics, EMTs, dispatchers, security, people that work in hospitality and hotels and other hospitality jobs. This is disenfranchising a pretty large number of people when you have two night meetings and they have no option. She would be comfortable if the time is a concern to be too early for some and would recommend they change the time to 10:00 a.m. or 1:00 o'clock in the afternoon. The fact we have staff here present for one day during the workday is also very helpful. It works well for them that legal counsel is available on Monday morning and the following Monday night. If we move it to Monday night our legal counsel is not available. Councilman Palmer commented last Monday we had a five-hour work session and would be 11:00 o'clock at night. He asked how many people would be sitting around listening to them at 11:00 o'clock at night. He would say zero to none. Councilman Pollard commented it was said the meetings will not be like that hopefully throughout the term of this Council. It was the first council meeting for two new councilmembers. We will continue to progress and the Mayor brought it up in December that we look forward to progress, whether it is welcomed or not. It is time to move the city forward. To the Councilwoman's point, if you are a

WORK SESSION SCHEDULE – MEETING TIME (cont.)

person working at night, what is the likelihood of coming and sitting in a meeting at 9:00 o'clock in the morning. They are going home and going to bed because they are tired and fatigued and will not be coming to a 9:00 o'clock meeting. Mayor Owens stated it is important for him to say going back to 6:00 p.m. is a great idea. For the time frame or whatever it may take, whatever time, and speaking as the Mayor and chief policy advocate for the City, whatever the time is to move this city forward, the elected officials who have sworn to do the work, we are going to do the work.

Voting in favor of the motion to change the work session time from 9:00 a.m. to 6:00 p.m.: Councilman Burley, Councilman Morgan, and Councilman Pollard. Voting against changing the time: Councilmember Tucker, Councilman Twitty, and Councilman Palmer. Mayor Owens broke the tie and voted in favor of changing the work session time from 9:00 a.m. to 6:00 p.m. The motion passed by a 4-3 vote.

POLICY ON THE CONDUCT OF CITY COUNCIL MEETINGS – SPEAKER REQUIREMENTS

The Council discussed the Policy on the Conduct of City Council Meetings and speaker requirements. The recommendation is to remove the portion of the policy that requires completion of a speaker appearance form being submitted to the city clerk. The meeting sign-in sheet shall be modified to allow attendees to designate if they are speaking at the meeting and subject of discussion. The sign-in sheet will be provided to the Mayor before the meeting is called to order and the Mayor will recognize speakers as shown on the sheet. This policy amendment for speaker appearances is applicable to Work Sessions and City Council meetings. The time limit for speaker appearances remains at three minutes.

A motion was made by Councilman Pollard and seconded by Councilman Burley. Mayor Owens asked Councilman Pollard to amend his motion to include approval of Resolution No. 2022-02-14-3. A motion was made by Councilman Pollard and seconded by Councilman Burley to amend the motion to include approval of the Resolution. Voting in favor of amending the speaker requirement policy: Councilman Burley, Councilman Morgan, Councilman Twitty, and Councilman Pollard. Voting against amending the speaker requirement policy: Councilmember Tucker and Councilman Palmer. The motion to amend the speaker appearance requirement and approval of Resolution No. 2022-02-14-3 passed by a 4-2 vote.

U.S. 19 SOUTH GATEWAY SIGN – RIGHT OF WAY MAINTENANCE AGREEMENT – GEORGIA DEPARTMENT OF TRANSPORTATION

City Manager Sykes stated the right-of-way maintenance agreement was received by the City from DOT and is the last document required for the City to receive permission to place the gateway sign on the south side of Camilla as you come in from the south on U.S. 19. The location for this application is where MacArthur Road veers off to the right just as you are coming into Camilla, right before you get to the pecan grove where the Catholic Church is located. Previously we worked with the Catholic Church to get a quit claim deed to place the sign on their property. Their response was they were not interested in a quit claim deed but rather

U.S. 19 SOUTH GATEWAY SIGN – RIGHT OF WAY MAINTENANCE AGREEMENT – GEORGIA DEPARTMENT OF TRANSPORTATION (cont.)

an easement. The easement term would have been five years and is not long enough for us to make this investment in a sign. He then started a conversation with the DOT about this agreement and believes they will consider giving us permission to place this sign because it is thirty-six feet outside the edge of pavement, which is their safety zone. The only thing left is they want to see we agree to take care of the sign. It includes maintenance of the sign and landscaping. He reviewed the agreement and sent to the city attorney for review as to form and we are now ready to recommend the Council authorize the Mayor to sign the agreement. Once signed we will submit as the final piece to the DOT so we can be granted permission for the sign. Related to this we also put together bid proposals and the bid documents that have gone out will be for one sign or two signs. He hopes to bring back to the next meeting pricing for one or two signs. Mayor Owens asked for clarification if this particular contract with GDOT is for 19 heading north at MacArthur. City Manager Sykes responded yes. Mayor Owens asked if the City Council authorizes him to sign, are we good to get a price for the sign to build it. City Manager Sykes stated this is the last document and he can't sign because it is a contract. Councilman Twitty commented just so everyone knows this sign will be on DOT right-of-way and in a safe position. City Manager Sykes responded it would and we are very safe and more than thirty-six feet from the edge of pavement, which is important to them. We are fortunate this is a location owned by DOT and not a regular thoroughfare. Typically, when DOT is asked for permission you are within 250' of their right-of-way. This is an additional thirty-six feet beyond that and they do not have a safety concern with it being located here. Councilman Burley asked how we are looking on the north end and City Manager Sykes responded the north end does not require DOT permitting because it is outside of the right-of-way. The property owner he has been dealing with has the property up for sale. He met with the person he is selling to and asked for review and approval. He would rather the future owner tell the current owner he is okay with it so the current owner can sign it. If that is the case we can go ahead and close this. If not, he will have to wait until closing and get the new owner to sign. Conversations have been positive with both the current owner and the perspective buyer. They both expressed interest in helping the city any way they can. Councilman Burley asked if he had contacted them since the work session. City Manager Sykes responded he has met with the perspective buyer and waiting to hear back from the buyer. He agreed to wait until closing or the current seller has agreed to sign. He asked the architect who drew the plans to go ahead and submit bid proposals. After additional discussion, Mayor Owens commented it was dated February 4th and City Manager Sykes stated it would be changed to February 14th since he was not allowed to sign that particular document when received. A motion was made by Councilmember Tucker and seconded by Councilman Pollard to approve the Georgia Department of Transportation Right-of-Way Maintenance Agreement for a City of Camilla gateway sign. The motion passed by a unanimous vote.

CITY MANAGER'S REPORT

City Manager Sykes stated for the COVID-19 update the downward projection in infection rate continues downward and latest numbers show us down to four new infections a day. We are

CITY MANAGER'S REPORT (cont.)

approximately where we were right after Christmas and the New Year started and hopefully will continue that downward trend. Our splash park is predominantly complete with punch list items we are not satisfied with and want the contractor to correct before releasing the retainage. We are holding a retainage amount of money to guarantee the project is successfully completed and our architect is working with the contractor to successfully complete those items. We completed the project under budget and getting a proposal to take the splash pad area and put some type of surface treatment similar to Toombs Park basketball court with a color scheme, which will help the concrete area last longer. He hopes to bring that design concept and pricing back for approval. For Toombs Park we started receiving the playground equipment and should be receiving the rest and will schedule the contractor to start installing the equipment. The area adjacent to the basketball court, between the court on the Butler Street side and oak tree, has been identified as the playground equipment area. He asked them to take a look to make sure they don't have different ideas of where the equipment should be located. If the Council has different ideas, it is flexible at this point as to where to locate it. For the TSPLOST project, bids were put out and he will be bringing back bids for Campbell Drive at the next work session. It is in bad condition for the first 150' and will have to be completely overhauled for resurfacing. Our engineer is shopping with several contractors and prices will be brought to Council to award the bid. They will have to tear up the road, go all the way down to the dirt, and remove base and asphalt. It will be impossible to drive through that and since there is only one way in and one way out, they can only tear out half the road at a time, fix it, pave it and then tear the other half out. It will take some attention, time, and care and we are making sure to get adequate pricing from contractors who can do that. The 2022 CDBG resurfacing is about to begin at West Circle. Once done, the project will be complete. All the sewer work, concrete sidewalk, and resurfacing that was part of the change order should be done in the next week or so. We continue to work with property owners for renovation or demolition of unfit buildings, with another ten targeted for this year. For the GEFA water project, the crepe myrtles in front of the splash park have been removed in advance. The contractor will be laying new water main on Oakland Avenue and this is a significant water project about to begin. He had a preconstruction meeting for the airport corporate hangar and Drummond Construction is in the process of preparing construction plans. Once plans are received and approved, they will be given 120 days to complete the construction. For the council chamber renovation project, we expect the contractor to resume in the morning. The contractor was notified if activity does not resume this week he will be terminated and we will hire someone else. Councilman Pollard asked about additional resurfacing in the CDBG project area. City Manager Sykes stated he will get a drawing out to Council the engineer prepared showing where the resurfacing will be. What can't be done with CDBG funds we can do with TSPLOST and LMIG. Councilman Burley asked for an update on the Boys and Girls Club. City Manager Sykes responded he was instructed to get a price for a standalone building and stop activity at the gym. He told the architect to put the gym on hold and stop work. He is now in the process of getting pricing for a standalone building using the same footage and hopes to have at the March committee meeting.

MAYOR'S COMMENTS

Mayor Owens commented he wanted to make sure the documents for the corporate hangar the Council authorized him to sign last month had him as the person signing. In terms of execution for the rest of the documents for Drummond, that is something the city manager can do and

MAYOR'S COMMENTS (cont.)

wants to make sure they are square on this. They did not do that last month and it was only the Mayor. City Manager Sykes stated in December the Council authorized the city manager to execute the documents for construction. Mayor Owens stated they had the exchange where city manager was changed to mayor. It came to us as city manager and got changed to mayor. That authorization wasn't there and he signed the GDOT contract for services. The actual construction document for Drummond was executed by the city manager. Mayor Owens stated if that is the case we may have to ratify that in March and does not have an issue. City Manager Sykes stated he would have on the agenda if it needed to be ratified.

Mayor Owens asked how much under budget the splash park was. City Manager Sykes stated he would have to check and will have in the morning. It was enough to consider adding the paint to the splash pad according to the architect. Mayor Owens stated depending on the amount of the money it may be something the Council wants to be involved with and may want to do something else with it.

On the report it says a downtown signage plan consultant is being retained. City Manager Sykes stated Don Gray, our Downtown Manager, is soliciting sign proposals from consultants who specialize in downtown signage. Mayor Owens asked if we had retained anyone yet and City Manager Sykes responded no, he is getting proposals.

Mayor Owens commented February is Black History Month and the foundation for his remarks tonight will be a quote from Dr. Martin Luther King, Jr.: "We are now faced with the fact that tomorrow is today. We are confronted with the fierce urgency of now. In this unfolding conundrum of life and history there is such a thing as being too late. This is no time for apathy or complacency. This is a time for vigorous and positive action." During January's council meeting he mentioned operational tempo in this city was going to increase. Tonight we witnessed what that looks like. A bold agenda that touched nearly every segment of our community. As the chief policy advocate for this city he is committed to not slowing down. He will continue to engage this council, our citizens, encourage their input, and partner where we can to move this city forward. We are confronted with the fierce urgency of now. This is no time for apathy or complacency. The journey towards our enhanced prosperity and quality of life is not designed to be easy. We have a lot of work to do. Opinions will differ but we will prevail. In closing, *Growing Toward Tomorrow* is more than a hashtag. It should be our mission. To my fellow citizens, stay safe, stay positive, and embrace the change to come. Thank you, God bless you, and God bless our beautiful city.

ADJOURNMENT

On motion by Councilman Morgan, seconded by Councilman Pollard, the meeting adjourned at 8:50 p.m.

BY: _____
KELVIN M. OWENS, MAYOR

ATTEST: _____
CHERYL FORD, CLERK

**MINUTES – CALLED MEETING
CITY OF CAMILLA, GEORGIA
FEBRUARY 17, 2022**

The Called Meeting of the Mayor and City Council of the City of Camilla was called to order at 3:30 p.m. on Thursday, February 17, 2022 by Mayor Owens.

Roll call indicated the following present: Councilmember Tucker, Councilman Burley, Councilman Morgan, Councilman Twitty, Councilman Pollard, and Councilman Palmer.

City Manager Steve Sykes, City Clerk Cheryl Ford, and City Attorney Coleman were also present.

OPENING PRAYER AND PLEDGE

Mayor Owens gave the invocation and the Mayor and Council led the Pledge of Allegiance to the Flag.

CITIZENS AND GUESTS

Sign-In Sheet Attached.

APPROVAL OF AGENDA

On motion by Councilmember Tucker, seconded by Councilman Morgan, the motion to approve the Called Meeting agenda for February 17, 2022 passed by a unanimous vote.

EXECUTIVE SESSION

Mayor Owens asked for a motion to go into Executive Session to discuss a personnel matter. A motion was made by Councilman Morgan and seconded by Councilman Pollard. The motion passed by a unanimous vote. Mayor Owens announced to viewers on Facebook at this time the feed would be closed. No action will be taken in Executive Session and if any action is taken, it will be seen on the second video.

After coming out of Executive Session with no action taken, Mayor Owens stated they would continue the City's business. He asked for a motion to accept the letter of resignation from City Manager Steve Sykes effective April 1, 2022. A motion was made by Councilman Twitty and seconded by Councilman Morgan. Councilman Morgan thanked City Manager Sykes and wanted him to know he appreciated him and learned a lot from him during his time on the Council. Mayor Owens stated, assuming the Council approves and accepts the letter of resignation from the city manager, he wants to make sure the Council and the public understands that city government will continue to run. He also pointed out in the context as we move forward as a city and finding or locating a new city manager in the future, it is important for the Council and the community to understand we are one community, one Council, and regardless of who sits in the seat as city manager, there will be differences of opinion. They will not always agree but thinks it is important to say sitting around the table they are more than a collective group of individuals

EXECUTIVE SESSION (cont.)

and more than a particular group of a race – they are one City Council. He asks the public and the Council when they see, read or hear any of the stuff that seeks to divide what we are doing in this town, in the context of us looking for a new city manager, to reject it and continue to believe in this beautiful city and the things we plan to do for our children, our seniors, and the community as a whole. The motion passed by a 5-1 vote with Councilman Palmer voting no.

ADJOURNMENT

On motion by Councilman Pollard, seconded by Councilman Twitty, the meeting adjourned at 4:55 p.m.

BY: _____
KELVIN M. OWENS, MAYOR

ATTEST: _____
CHERYL FORD, CLERK

AGENDA ITEM #6 - ACTION ITEMS

March 14, 2022

Councilman Palmer

- a. The Mayor and Council received a letter of resignation from Councilman Vernon Twitty, Jr. effective March 8, 2022. Councilman Twitty's term expires December 31, 2023 and he represents District 2, Post 1. In his letter of resignation, he expressed his great pleasure and privilege to serve with the citizens of Camilla for the past 30 years as a councilman and as mayor. He further stated it was also his pleasure and privilege to serve with council members who also served the citizens of Camilla in the hope of moving Camilla forward toward our collective tomorrows. He wished the council and Camilla great future success. The Council recommends adopting Ordinance No. 2022-03-14-1 declaring a vacancy for the position, calling for a special election to be held on May 24, 2022, waiving the second reading, and authorizing the Mayor to sign.

MOTION: _____

SECOND: _____

- b. The Council reviewed a policy providing for a COVID-19 Vaccine Incentive Program for citizens residing within the corporate limits of Camilla. At the regular session of Mayor and Council held February 14, 2022 the Council approved the use of \$50,000 from American Rescue Plan Act funds to provide \$50 gift cards for participating citizens who meet the criteria as outlined in the policy. The program begins March 15, 2022 and will continue through July 12, 2022. The Council recommends approving the COVID-19 Vaccine Incentive Program Policy.

MOTION: _____

SECOND: _____

- c. The Council reviewed a one-day alcohol permit request submitted by the Camilla Chamber of Commerce for their annual banquet scheduled for March 22, 2022. This event is classified as an annual event for renewal per City Ordinance No. 2021-08-16-1. The Council recommends approval of the one-day alcohol permit for March 22, 2022.

MOTION: _____

SECOND: _____

- d. The Council reviewed three bids received for the 2022 Right-of-Way Maintenance/Landscape contract. The scope of work remains the same as the previous contract and the anticipated start date is April 1st. LRL Ventures and Management of Albany, Georgia was identified as low bidder with a bid amount of \$66,800 per year. The Council recommends accepting the bid from LRL Ventures and Management and awarding the bid for right-of-way maintenance/landscape in the amount of \$66,800.

MOTION: _____

SECOND: _____

- e. Bid award for gateway signs will be presented and discussed at meeting.
- f. Bids were received for a paving project on Campbell Drive for an approximate 150' section of pavement at the entrance. Scope of the work includes cutting the road two-feet deep and placing compacted subgrade along with base and coordinating traffic control during road construction. To ensure safety of the public during construction, certified flaggers will direct traffic and with one lane accessible for entering and exiting the area. Green's Backhoe of Thomasville, Georgia was low bidder with a bid amount of \$32,169.75 and Council recommends awarding the bid to Green's Backhoe.

MOTION: _____

SECOND: _____

- g. The Council reviewed information provided by City Manager Sykes for FY 2021-2022 travel budget expenses incurred and anticipated future expenses. Approval is required for the mayor or a councilmember to exceed the budgeted amount of their individual allowance. Councilman Pollard's anticipated future expenses are estimated to exceed his budgeted allowance of \$5,975 by a deficit of \$600. Council recommends approval of an additional \$600 to the councilmember's budget to ensure all training activities are budgeted.

MOTION: _____

SECOND: _____

- h. The Council reviewed an Intergovernmental Agreement between the City of Camilla and the Mitchell County Board of Commissioners for expansion

of sanitary sewer to serve County property located at 5201 Hwy. 19 (Burson Road area). The two parties each agree to pay 50% of the \$54,347.95 bid awarded to Green's Backhoe to complete the sewer expansion project. The Council recommends approval of the intergovernmental agreement with authorization for the Mayor to sign.

MOTION: _____

SECOND: _____

- i. The Council discussed the need to review the City's local purchasing policy to express their desire to purchase from local vendors whenever possible. A new *Section 12 – Local Buying Preference* was reviewed by Council to replace the existing policy language dated August 15, 2018. The new policy provides for all purchases over \$5,000, when the quality, service, price, and other factors are substantially equal, local vendors may be given an opportunity to match the lowest cost proposal, if the quotation or bid is within 5% of the lowest cost proposal. The Council recommends approval and implementation of the new policy for Local Buying Preference to ensure the use of local vendors whenever possible.

MOTION: _____

SECOND: _____

- j. The Council discussed in depth at their March 7th work session the use of competitive trust funds to expedite street paving. With a scheduled date of August 2022 for a street paving project consisting of ten streets using TSLPOST, LMIG, and SPLOST funds, it is recommended to use approximately \$384,070 from the unrestricted competitive trust fund and begin the paving project. The actual amount to be used from the unrestricted competitive trust fund is contingent upon the bids received for the paving project and the dollar amount of the bidder identified with the lowest and best bid.

MOTION: _____


SECOND: _____

Mayor Kelvin Owens

City Council

Due to the unintended consequences of changing our work session hour from the first Monday morning to the first Monday evening, I am faced with a conflict. That new meeting time conflicts with a long-standing Walk to Emmaus monthly meeting that I feel I am not willing to forego. Therefore, seeing how I cannot be in two places at one time, and a council member needing to be at the work session, I am resigning my post on the Camilla City Council, effective immediately. It has been my great pleasure and privilege to serve the citizens of Camilla for the past 30 years as councilman and mayor. It has also been my pleasure and privilege to serve with council members who also served the citizens of Camilla in the hope of moving Camilla forward toward our collective tomorrows. I wish the council and Camilla great future success.

Sincerely,

A handwritten signature in cursive script that reads "Vernon Twitty, Jr." The signature is written in dark ink and is positioned below the word "Sincerely,".

Vernon Twitty, Jr.

March 8, 2022

ORDINANCE NO. 2022-03-14-1

AN ORDINANCE DECLARING A VACANCY FOR THE POSITION OF ONE COUNCIL POSITION; CALLING FOR A SPECIAL ELECTION FOR THE PURPOSE OF FILLING SAID VACANCY; REPEALING ALL ORDINANCES IN CONFLICT HERewith; AND FOR OTHER PURPOSES.

WHEREAS, Vernon Twitty was elected to a term on the City Council of the City of Camilla for a term ending December 31, 2023; and

WHEREAS, Vernon Twitty has resigned his position as member of the City Council; and

WHEREAS, the remaining members of the City Council do hereby accept the resignation of Vernon Twitty and declare his position on the Camilla City Council vacant; and

WHEREAS, it is the duty and responsibility of the Mayor and City Council to call a special election to fill vacancies on the City Council;

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Camilla, and it is hereby ordained by authority of the same, as follows:

Section 1. Pursuant to the Charter of the City of Camilla and the Georgia Elections Code, as amended through the regular 2022 session of the Georgia Special Assembly, and as provided by O.C.G.A. § 21-2-540, a Special Election for the unexpired term of Vernon Twitty ending on December 31, 2023 shall be held under the following terms and conditions:

1. Said election shall be held on May 24, 2022.
2. The hours of the election shall be between 7 a.m. and 7 p.m.
3. The election shall be held pursuant to the provisions of the laws of the State of Georgia as enacted and amended. Provided further, the Charter of the City of Camilla and amendments thereto shall be in force and effect where same were not repealed or modified by the laws of the State of Georgia.
4. For the purposes of this election Don Gray is designated as the Election Superintendent of the municipality. Poll officials shall be named and designated by the governing authority of the City of Camilla, and the names thereof shall be entered in the Minutes of the City of Camilla prior to the holding of this election. Cheryl Ford is designated as the Absentee Ballot Clerks.
5. Paper ballots shall be used for the conduct of this election.
6. The polling place for District 2 – Council Post 1 shall be City Hall located at 30 East Broad Street, Camilla, Georgia.

7. Each candidate District 2 – Council Post 1 shall file a notice of candidacy in the office of the City Clerk at Camilla City Hall, 30 East Broad Street, Camilla, Georgia. Qualifying begins on April 11, 2022 at 8:30 AM and will continue day to day until the close of qualifying on April 15, 2022 at 4:30 PM.
8. The qualifying fee for a candidate of City Council District 2 – Council Post 1, shall be \$72.00.
9. Pursuant to O.C.G.A. § 21-2-216, any person who is a resident District 2 of the City of Camilla and a qualified elector of the City of Camilla shall be eligible to vote in this election. The registrar shall cease taking applications for registration from persons desiring to vote in this election on the close of the registrar's business on April 25, 2022, as provided in O.C.G.A. § 21-2-224.
10. Pursuant to O.C.G.A. § 21-2-132(d)(3), the public notice attached hereto as "Exhibit A" shall be published in *The Camilla Enterprise* once during the week of March 28, 2022.
11. Pursuant to O.C.G.A. § 21-2-9(b), the public notice attached hereto as "Exhibit B" shall be published in *The Camilla Enterprise* once during the week of April 18, 2022.

SO ORDAINED, this _____ day of _____, 2022.

CITY OF CAMILLA

By: _____
Mayor, Kelvin Owens

Attest: _____
Clerk, Cheryl Ford

(S E A L)

1st reading: MARCH 14, 2022
2nd reading: WAIVED

CITY OF CAMILLA
SPECIAL ELECTION
CITY COUNCIL DISTRICT 2 – COUNCIL POST 1

May 24, 2022

The City of Camilla will hold a Special Election on May 24, 2022. Candidates may qualify in the office of the City Clerk at City Hall, 30 East Broad Street, Camilla Georgia. Qualifying will open April 11, 2022 and close on April 15, 2022. The hours of qualifying each day shall be from 8:30 a.m. until 12:00 noon and from 1:00 p.m. until 4:30 p.m. The qualifying fee for a position on the City Council is \$72.00 and must be paid at the time the candidate qualifies.

All persons desiring to vote in said election must be registered no later than 5:00 p.m. on April 25, 2022. Advanced and absentee voting for the election begins on May 2, 2022. The deadline to request an absentee ballot is May 13, 2022. If you have any questions please call (229) 330-2303.

“EXHIBIT B”

**CITY OF CAMILLA
NOTICE OF ELECTION**

The City of Camilla will hold a Special Election on Tuesday, May 24, 2022, between the hours of 7 a.m. and 7 p.m. The polling place for District 2 shall be at City Hall, located at 30 East Broad Street, Camilla, Georgia. The election shall be for a position on the City Council District 2 – Council Post 1.

All persons desiring to vote in said election must be registered no later than 5:00 p. m. on April 25, 2022. Advanced and absentee voting for the election begins on May 2, 2022. The deadline to request an absentee ballot is May 13, 2022. If you have any questions please call (229) 330-2303.



On February 14, 2022, the City of Camilla Council passed a resolution establishing an incentive program offering \$50.00 gift cards to residents within the corporate limits of Camilla who get vaccinated against COVID-19 from March 15, 2022 through July 12, 2022.

To qualify you must have received an approved available vaccine dose within the eligibility time period to include booster shots.

You must be 18 years of age on or before the date of your application to be eligible to apply on your behalf. Parents or guardians must apply on behalf of children under age 18, and the gift card will only be issued to the parent or guardian.

Please note: Gift cards are limited to **one per individual**.

Please use this form to apply for your gift card. You will need the following documentation:

- Your vaccination card showing your name and date of birth, along with the date(s) of vaccination(s), vaccine brand (Pfizer, Moderna, or Johnson & Johnson), and the vaccine lot number.
- Only residents within the corporate limits of Camilla are eligible; you will need proof of residency: A photo ID with your current address or a current utility bill with a photo ID, or a lease agreement in the applicant's name with a photo ID.
- Only vaccines administered by the Mitchell County Department of Health are eligible.

Applying for Vaccine Incentive for Children under 18 years of age

If you are a parent or guardian of children who lives within the corporate limits of Camilla and has been vaccinated between March 15, 2022 through July 12, 2022, you must include their vaccination information as well. You do not need to complete a separate application for each child. The application allows the inclusion of minors. For persons under 18 years of age, the gift card will only be issued to the parent or guardian. For persons under 18 years of age, a photo ID with current address or school records with address will be required.

Vaccination Information

Vaccinations received between March 15, 2022 through July 12, 2022 are eligible for the vaccination incentive. You must provide information for vaccinations for the **Applicant** and **Minor(s)** where applicable. A matching vaccination card must be included for all persons with vaccination information entered on this form.

Next Steps

If you're not participating in a scheduled vaccination incentive event, you will submit your application to City staff, and you will be contacted by email or phone regarding the status of your application within five (5) business days. If your application is approved, you will need to come to Camilla City Hall, 30 East Broad Street, Camilla, GA 31730, to pick up your gift card in person. A photo ID will be required to claim your gift card.

It is recommended to pick up your gift card as soon as possible following the approval of your application. However, no gift cards will be distributed after August 1, 2022.

Applicant Information - Please print clearly

_____ Last Name	_____ First	_____ Middle	_____ Email address
_____ Address - Number & Street			_____ Phone Number

Minor information at the same address

_____ Last Name	_____ First	_____ Middle	_____ Date of Birth
_____ Last Name	_____ First	_____ Middle	_____ Date of Birth
_____ Last Name	_____ First	_____ Middle	_____ Date of Birth

Attest and Sign

- Under the penalty of perjury by signing below, I attest that I live within the corporate city limits of Camilla, Georgia and that all information and documents submitted on this form are valid and verifiable.
I also waive any right of privacy I may have to the information or records I am providing to the City of Camilla. I understand that these records may be provided to federal and/or state government agencies for accounting and auditing purposes. I also understand that this information may be subject to disclosure pursuant to the Georgia Freedom of Information Act.
All gift cards have been verified for accuracy. The City of Camilla is not liable for lost or invalid card use or information.

Application Signature _____

Date of application _____

Internal Use Only

Received by: _____ Date _____ # of applicants: _____

Attached copies of:

of Vaccine Cards: _____ # of Photo ID's: _____

Utility Bill: _____ Lease agreement: _____ School Records: _____

Verification of address by: _____ Date: _____

Email sent by: _____ Date: _____

Card Number: _____

Signature for receipt of Gift Card(s) _____

Date of receipt _____



CITY OF CAMILLA
APPLICATION FOR ONE-DAY PERMIT FOR SALE OF
ALCOHOLIC BEVERAGES BY BONA FIDE
CHARITABLE AND NON-PROFIT CIVIC ORGANIZATIONS
CONSUMPTION ONLY

1. NAME OF ORGANIZATION: Camilla Chamber of Commerce
2. ADDRESS: PO Box 226
3. EMAIL: jennifera@camillageorgia.com
4. CONTACT PERSON/EVENT ORGANIZER: Rick Waters
5. ADDRESS: _____
6. CONTACT PERSON PHONE: 8293365255
7. NAME OF EVENT: Annual Banquet
8. LOCATION OF EVENT: Camilla Depot
9. BEVERAGES TO BE SERVED: beer, wine, premixed margaritas
10. DATE/TIME OF EVENT: 3/22/22 6:30 p.m.
11. TYPE OF EVENT: Banquet
12. IS THIS AN ANNUAL EVENT FOR RENEWAL? ☒ YES ☐ NO

A copy of non-profit certification by the Georgia Secretary of State must be attached to this application unless such documentation has previously been filed with the office of the City Clerk.

An Application for a State of Georgia One-Day or Special Event Alcoholic Beverage Permit is required for submission to the State Department of Revenue for any event with a cash bar and/or events where admission is charged and alcohol is provided.

Rick Waters
Printed Name of Contact Person/Event Organizer

[Signature]
Signature of Contact Person/Event Organizer

2022 Chamber Chairman
Title

2/17/22
Date

2022 Right of Way Mowing Bids				
16-Feb-22				
465 Bay St				
10:00 a.m.				
Mowing Location	LRL VENTURES & MANAGEMENT	THE LAWN MEDIC LLC	DAVIS LAWN CARE	
<u>US HWY 19</u>	Albany, GA	Camilla, GA	Thomasville, GA	
March - October (16)	\$1,640.00 / \$26,240.00	\$2,960.00 / \$47,360.00	\$2025.00 / \$32,400.00	
November - February (4)	\$1,640.00 / \$6,560.00	\$2,960.00 / \$11,840.00	\$2025.00 / \$8,100.00	
Litter Pick-Up (32)	\$300.00 / \$9,600.00	\$740.00 / \$23,680.00	\$1012.50 / \$32,400.00	
<u>NEWTON ROAD</u>				
March - October (16)	\$900.00 / \$14,400.00	\$2,020.00 / \$32,320.00	\$1,012.50 / \$16,200.00	
November - February (4)	\$900.00 / \$3,600.00	\$2,020.00 / \$8,080.00	\$1,012.50 / \$4,050.00	
Litter Pick-Up (32)	\$200.00 / \$6,400.00	\$420.00 / \$13,440.00	\$562.50 / \$18,000.00	
Total - Annual	\$66,800	\$136,720	\$111,150	
Total - Monthly	\$5,566.67	\$11,393.33	\$9,262.50	
Staff recommends awarding the Right of Way mowing contract to LRL Ventures & Management from Albany, GA				

LRL Ventures & Management
411 South Madison Street Suite B
Albany, Georgia 31701
229-809-0863
lrventures@live.com

February 16, 2022


Ann Shellhorn
City of Camilla
465 Bay street
Camilla, Georgia 31730

RE: Confirmation of annual bid price

Ms. Shellhorn,

Per your email request, we confirm that our total annual bid amount of \$66,800.00 is correct for the RFP#2022-001 titled Right of Way Lawn Maintenance services for the City of Camilla. Ms. Shellhorn if you need an additional information please give me a call.

Respectfully submitted for your consideration,


LaSonja Bentley
LRL Ventures & Management

LRL Ventures & Management
411 South Madison Street Suite B
Albany, Georgia 31701
229-809-0863
lrventures@live.com

Equipment List

4 Gravely Mowers 60" deck 2 purchased in 2021 and 2 purchased in 2018
2 60" Grasshoppers Purchased in 2020
3 Exmark 72" deck Purchased 2020
1 Kabota 60" purchased 2021
2 Exmark walk behind 32" deck

5470 John Deere Tractor

2420 Mahindra Tractor

15 foot Rhino Bush Hog mower

15 foot Finishing Mower

8 Stihl Weed Eaters

4 Stihl Edgers

2 Bill Goat walk behind mowers

6 Stihl Back Pack Blowers

3 Stihl extension pole Saws

SECTION 8: CONTRACT

THIS AGREEMENT, made this _____ day of _____, 2022, by and between the City of Camilla, a municipal corporation existing under the laws of the State of Georgia, hereinafter referred to as the City and _____ located at _____ hereinafter referred to as the CONTRACTOR, for the term specified herein, with the City agreeing as follows: WITNESSETH:

6. SCOPE

The CONTRACTOR is to perform the Work as defined in the City's Request for Proposal RFP 2022-001 and amendments, if any, the Request for Proposal RFP 2022-001 and any amendments thereto being attached hereto as Exhibit "A" and incorporated by reference herein and made a part thereof as fully as if set forth herein verbatim. Unless otherwise specified herein, the CONTRACTOR is to furnish all materials, tools, equipment, manpower, and consumables to complete the Work. Contract terms shall be negotiated between the City representative and the Contractor

II. TERM OF AGREEMENT

The period of this Agreement shall be for **12 (Twelve)** months, beginning on _____, and ending on **February 28, 2023**. Contract time will begin to run from the date of a "Notice to Proceed" issued by the City to the Contractor. At the option of the City of Camilla, there will be a maximum of four (4) renewals.

III COMPENSATION

The CONTRACTOR agrees to provide the services, equipment and materials as specified in its response ("Response") to the aforesaid Request for Proposal to the City of Camilla at the cost specified in said proposal and amendments, if any, the proposal and any amendments thereto being attached hereto as Exhibit "B" and incorporated by reference herein and made a part hereof as fully as if set forth herein verbatim. The amount as specified in Exhibit "B" may be increased or decreased by the City under the Additional Services provision of this Agreement, through the issuance of an Addendum. Any prices specified in the Response or Addendum thereto will remain firm for the term of this Agreement or Addendum. Failure to uphold this contract as outlined on a monthly basis will result in funds being withheld until work has been completed as outlined.

IV. PAYMENT

All invoices received by the City of Camilla are payable within thirty (30) days from receipt, provided they have first been approved by the using department and such department has accepted the Work. NOTE: ALL INVOICES MUST CLEARLY INDICATE THE CITY AGREEMENT NUMBER AS STATED IN THE BID HEREIN. Invoices can be emailed to Ann.shellhorn@cityofcamilla.com

V. ADDITIONAL SERVICES

In the event the City, in writing, requests the CONTRACTOR to perform additional services not covered by this AGREEMENT, the CONTRACTOR agrees to perform the same after an agreement between the City of Camilla and the CONTRACTOR is entered into and approved providing for a lump sum payment or other equitable method of payment for the additional services.

VI. INDEMNITY

The CONTRACTOR hereby agrees to indemnify and save harmless the City of Camilla, its elected officials, officers, agents, and employees, from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal, of any kind and nature arising or growing out of or in any way connected with the performance of this Agreement whether by act or omission of the CONTRACTOR, its agents, servants, employees or others subject to its control.

VII. TERMINATION

This Agreement may be terminated by the City of Camilla in the event of breach hereof by the Contractor and the Contractor shall be liable in damages to the City of Camilla arising from such breach.

VIII. SUBLETTING, ASSIGNMENT OR TRANSFER

This Agreement, except as set forth herein, shall not be transferred, assigned or sublet without prior written consent of the City of Camilla.

IX. SUBCONTRACTING

The CONTRACTOR shall not subcontract any portion of the services to be performed under this Agreement without written approval from the City of Camilla.

X. DISPUTE RESOLUTION

Any dispute in connection with the work between both parties not disposed of by agreement between the CONTRACTOR and the City shall be resolved in the Courts of Mitchell County, Georgia. However, the parties agree to mediate any dispute prior to the initiation of litigation, if possible.

XI. CONFIDENTIALITY

Any confidential information provided to or developed by the CONTRACTOR in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the CONTRACTOR without prior written approval by the City.

XII. AMENDMENT

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto.

XIII. APPROVAL OF CONTRACTOR PERSONNEL

Once work has started, no changes of personnel will be made by the CONTRACTOR without the prior written consent of the City. Replacement of any CONTRACTOR personnel, if approved, shall be with personnel of equal ability, experience and qualifications. The CONTRACTOR will be responsible for any expenses incurred in familiarizing the replacement personnel to insure their being productive to the project immediately upon receiving assignments. Approval of replacement personnel shall not be unreasonably withheld.

The CITY shall retain the right to request the removal of any of the CONTRACTOR'S personnel at any time.

XIV. SCOPE OF AGREEMENT

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto covering the subject matter hereof, and all such covenants, agreements and understandings have been merged into this written Agreement. No prior agreement or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

XV. APPLICABLE LAW

This Agreement shall be governed by the laws of the State of Georgia.

XVI. INCORPORATION BY REFERENCE

This Agreement is derived from (1) the aforesaid Request for Proposal and, if applicable, written clarifications to the Request for Proposals and responses to questions; and (2) the CONTRACTOR'S Response to the Request for Proposals.

(Witness)
(Seal)
(Secretary)
(Witness)
City Manager (Title)
(Contractor)

By
(Title)
(Address and Zip Code)

NOTE: Secretary of the Owner should attest. If Contractor is a corporation, Secretary should attest.

(Seal) City of Camilla
ATTEST: (Owner)

Steve Sykes

Cheryl Ford, Clerk

END OF SECTION

ATTACHMENT 9.1: Certification of Compliance

Proposer Name

By indication of the authorized signature below, the Proposer does hereby make certification and assurance of the Proposer's compliance with:

1. The laws of the State of Georgia;
2. Title VI of the Civil Rights Act of 1964;
3. The Equal Employment Opportunity Act and the regulations issued thereunder by the federal government;
4. The American with Disabilities Act of 1990 and the regulations issued thereunder by the federal government;
5. The condition that the submitted proposal was independently arrived at, without collusion, under penalty of perjury; and,
6. the condition that no amount shall be paid directly or indirectly to an employee or official of the City of Camilla as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Proposer in connection with the procurement under this REP.

Proposer Signature and Date

END OF SECTION

ATTACHMENT 9.2: Cost Proposal Format

NOTICE TO PROPOSER:

This Cost Proposal must specifically record below the exact cost amount(s) proposed in the appropriate space(s) as required herein. Said cost proposed must incorporate all cost for the proposed scope of services for the total contract period.

The Cost Proposal shall record only the cost proposed as required. It shall not record any text that could be construed as a qualification of the cost proposed. If the Proposer fails to specify the Cost Proposal as required, the City of Camilla shall determine the proposal to be nonresponsive and reject it

The Proposer must sign and date the Cost Proposal

Proposer Name _____

The Proposer shall indicate below the offered price for providing all services proposed including all services as **defined in the contract Scope of Services** of this RFP.

MOWING LOCATION NUMBER	MINIMUM NUMBER OF OCCURANCES	TOTAL COST OF AREA PER MAINTENACE RUN	
		DOLLARS	CENTS
US HWY 19 – <i>starting at South MacArthur Dr and Ending at traffic light by Tyson Foods</i>			
March – October (8 months), two cuts per month; includes litter pickup	16		
November–February (4 months), Every 21 Days; includes litter pickup	4		
Litter Pick Up Weekly (32 Weeks outside mowing schedule)	32		
Newton Rd (HWY 37 West) – <i>from Oakland Ave to West of Mitchell Co High School</i>			
March – October (8 months), two cuts per month; includes litter pickup	16		
November–February (4 months), Every 21 Days; includes litter pickup	4		
Litter Pick Up Weekly (32 Weeks outside mowing schedule)	32		

END OF SECTION



PAVING IMPROVEMENTS - Campbell Drive

Green's Backhoe
P.O. Box 2624
Thomasville, GA 31799

Reeves Construction Company
2615 Old Jim Davis Road
Albany, GA 31721

Item No.	Description	Qty	Unit	Unit Price	Total Price	Unit Price	Total Price
1	Demolition (24" Deep)	279	SY	\$ 14.00	\$3,906.00	\$ 12.75	\$3,557.25
2	12" Compacted Sub-grade Soil	279	SY	\$ 11.25	\$3,138.75	\$ 26.00	\$7,254.00
3	Aggregated Base Course, 8" GABC	123	TON	\$ 45.00	\$5,535.00	\$ 80.00	\$9,840.00
4	Asphalt Concrete Surface Course 1.5", 9.5 MM Superpave	33	TON	\$ 145.00	\$4,785.00	\$ 368.00	\$12,144.00
5	Asphalt Concrete Base Course , 2" 19 MM Superpave	31	TON	\$ 145.00	\$4,495.00	\$ 368.00	\$11,408.00
6	5" Double Solid Painted Traffic Striping, Yellow	157	LF	\$ 5.00	\$785.00	\$ 2.50	\$392.50
7	24" Solid Painted Stop Bar, White	1	EA	\$ 125.00	\$125.00	\$ 250.00	\$250.00
8	Traffic Control (Entire Project)	1	LS	\$ 9,400.00	\$9,400.00	\$ 15,305.00	\$15,305.00
9	Sediment & Erosion Control (Entire Project)	1	LS	\$ -	\$0.00	\$ 500.00	\$500.00
Campbell Drive Paving Improvements Base Bid					\$32,169.75		\$60,650.75

I hereby certify that this a true and accurate Bid Tabulation of bids received on February 24, 2022.

Memo

To: Mayor and City Council

From: Steve Sykes, Interim City Manager

cc: Lisa Ferguson, Finance Director; Cheryl Ford, City Clerk

Date: February 24, 2022

Re: 2021 – 2022 City Council Travel & Training Budget

In reviewing the travel & training expense history, training requirements and adopted budget for the City Council, I am updating the guidance provided in the previous memo to Council dated September 10, 2018 (see attached memo):

PREVIOUS BUDGET (2020/2021)

City Council

Travel	\$22,000
Training	\$13,000
Food	\$ 5,000
Travel Total	\$40,000

City Manager

Travel	\$ 5,000
Training	\$ 1,500
Food	\$ 1,300
Travel Total	\$ 7,800

CURRENT BUDGET (2021/2022)

City Council

Travel	\$26,700
Training	\$13,000
Food	\$ 5,000
Travel Total	\$44,700

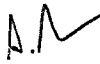
City Manager

Travel	\$ 5,000
Training	\$ 1,500
Food	\$ 1,300
Travel Total	\$ 7,800

The travel expense total budget is based on an allowance of \$5,975 per City Councilmember and \$8,850 for the Mayor. As a courtesy, the City Clerk will let each Councilmember know when they are reaching their training allowance limit. Council approval is required for councilmember and mayor travel expenses to exceed their individual allowance.

Memo

To: Mayor and City Council

From: Steve Sykes, Interim City Manager 

cc: Lisa Ferguson, Finance Director

Date: September 10, 2018

Re: Change to Proposed 2018 – 2019 City Council Budget

In reviewing the travel & training expense history, training requirements and tentative budget proposal for the City Council, I am recommending the following changes to be considered with the 2018 – 2019 Budget adoption:

CURRENT PROPOSAL

City Council		City Manager	
Travel	\$16,000	Travel	\$10,000
Training	\$14,000	Training	\$ 1,500
Food	\$ 5,500	Food	\$ 1,800
Travel Total	\$35,500	Travel Total	\$13,300

RECOMMENDATION

City Council		City Manager	
Travel	\$22,000	Travel	\$ 6,000
Training	\$13,000	Training	\$ 1,500
Food	\$ 5,000	Food	\$ 1,300
Travel Total	\$40,000	Travel Total	\$ 8,800

The prior three years' travel totals were \$38,227 (2016), \$42,461 (2017) and \$37,266 (2018). The travel expense total budget is based on an allowance of \$5,500 per City Councilmember and \$7,000 for the Mayor. As a courtesy, the City Clerk will let each Councilmember know when they are reaching their training allowance limit.

Fiscal year
Attendee

OCT '21 - Sep '22
MAYOR & COUNCIL

	Owens			Palmer			Campbell/Tucker			Twitty			Willingham/Burley			Pollard			Morgan		
EVENT	Travel	Training	Food	Travel	Training	Food	Travel	Training	Food	Travel	Training	Food	Travel	Training	Food	Travel	Training	Food	Travel	Training	Food
MEAG MAYORS SUMMIT	\$ 1,063.40		\$ 177.00																		
NLC	\$ 560.00																				
LIBRARY BOARD	\$ 55.66																				
GMA ADVISORY BOARD	\$ 111.56		\$ 16.00																		
GMA CITIES SUMMIT ATLANTA	\$ 1,053.02	\$ 985.00	\$ 296.00	\$ 676.27	\$ 780.00	\$ 222.00	\$ 1,007.02	\$ 930.00	\$ 296.00				\$ 1,053.02	\$ 930.00	\$ 296.00	\$ 1,053.02	\$ 985.00	\$ 296.00	\$ 1,078.57	\$ 930.00	\$ 296.00
MEAG ANNUAL MEETING																					
GMA DISTRICT MTG																					
GMA NEWLY ELECTED OFFICIAL							\$ 364.00	\$ 420.00	\$ 177.00				\$ 364.00	\$ 420.00	\$ 177.00						
REGIONAL COMMISSION																					
SGGSA BOARD				\$ 39.20																	
ROBERT E. KNOX TRAINING INST	\$ 775.00	\$ 700.00	\$ 166.00													\$ 775.00	\$ 700.00	\$ 166.00			
SPRING TRAINING EVENT																					
GMA ANNUAL MTG SAVANNAH	\$ 1,200.00	\$ 1,100.00	\$ 300.00	\$ 1,200.00	\$ 1,100.00	\$ 300.00	\$ 1,200.00	\$ 1,100.00	\$ 300.00				\$ 1,200.00	\$ 1,100.00	\$ 300.00	\$ 1,200.00	\$ 1,100.00	\$ 300.00	\$ 1,200.00	\$ 1,100.00	\$ 300.00
Grand Total	\$ 4,818.64	\$ 2,785.00	\$ 955.00	\$ 1,915.47	\$ 1,880.00	\$ 522.00	\$ 2,571.02	\$ 2,450.00	\$ 773.00	\$ -	\$ -	\$ -	\$ 2,617.02	\$ 2,450.00	\$ 773.00	\$ 3,028.02	\$ 2,785.00	\$ 762.00	\$ 2,278.57	\$ 2,030.00	\$ 596.00
ANNUAL BUDGET	5,700.00	2,275.00	875.00	3,500.00	1,787.50	687.50	3,500.00	1,787.50	687.50	3,500.00	1,787.50	687.50	3,500.00	1,787.50	687.50	3,500.00	1,787.50	687.50	3,500.00	1,787.50	687.50
PROJECTED EXPENSE	\$ 4,818.64	\$ 2,785.00	\$ 955.00	\$ 1,915.47	\$ 1,880.00	\$ 522.00	\$ 2,571.02	\$ 2,450.00	\$ 773.00	\$ -	\$ -	\$ -	\$ 2,617.02	\$ 2,450.00	\$ 773.00	\$ 3,028.02	\$ 2,785.00	\$ 762.00	\$ 2,278.57	\$ 2,030.00	\$ 596.00
AVAILABLE BALANCE	881.36	(510.00)	(80.00)	1,584.53	(92.50)	165.50	928.98	(662.50)	(85.50)	3,500.00	1,787.50	687.50	882.98	(662.50)	(85.50)	471.98	(997.50)	(74.50)	1,221.43	(242.50)	91.50
UNDER/(OVER) BUDGET	291.36			1,657.53			180.98			5,975.00			134.98			(600.02)			1,070.43		

INTERGOVERNMENTAL CONTRACT BETWEEN THE BOARD OF COMMISSIONERS OF MITCHELL COUNTY, GEORGIA AND THE CITY OF CAMILLA, GEORGIA RELATING TO THE FUNDING OF THE BURSON AREA SEWER PROJECT.

This contract entered into effective the day and year herein after set out between the Board of Commissioners of Mitchell County, Georgia (hereinafter referred to as "Mitchell County") and the City of Camilla, Georgia (hereinafter referred to as "City of Camilla") to provide for funding of the sewer expansion to serve the Burson Road Area.

WITNESSETH:

WHEREAS, the City of Camilla operates a sewer system for the benefits of the citizens of Camilla and Mitchell County; and

WHEREAS, there is currently no sewer service in the Burson Road area; and

WHEREAS, Mitchell County intends to renovate and occupy an administrative building (formerly "GFA") in the Burson Road area that would be served by an extension to the sewer system; and

WHEREAS, in addition to the County Administrative Building, the expansion of the sewer system in Burson Road area would allow the City of Camilla to add additional customers to the system; and

WHEREAS, after receiving bids for the project, the City of Camilla has awarded the project to Green's Backhoe, Inc. of Thomasville, Georgia who presented a low bid of \$54,347.95; and

WHEREAS, Mitchell County and the City of Camilla have agreed to share the expense of expanding the sewer system in the Burson Road area.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, Mitchell County and the City of Camilla agree as follows:

Section 1. Mitchell County and the City of Camilla agree that each party shall pay fifty percent (50%) of the costs of sewer improvements to serve the Burson Road area attached hereto as Exhibit A and made a part of this contract.

Section 2. Upon completion of the improvements, improvements shall be made part of the sewer system of the City and shall be operated and maintained by the City of Camilla in the same manner as the existing sewer system and shall serve Mitchell County and other customers who desire to tap onto the system.

Section 3. The costs of the expansion shall be \$54,347.95; provided however, should circumstances prove that the improvement to the system shall be more than this amount, the City of Camilla and Mitchell County shall split the additional costs evenly. Should the costs of the improvements be less than the \$54,347.95 amount, each party shall pay fifty percent (50%) of the

actual amount. Any cost in excess of \$54,347.95 shall be approved and accepted by both parties before the cost is incurred.

Section 4. This contract is governed by the laws of the State of Georgia.

Section 5. Time is of the essence with respect to the provisions of this contract.

8th WITNESSETH WHEREOF, the parties have here and to executed this contract as of the
day of March, 2022.

MITCHELL COUNTY BOARD
OF COMMISSIONERS

CITY OF CAMILLA

By: Bonnie Haywood
Chairman

By: _____
Mayor,

Attest: Rebecca Reese

Attest: _____



Vendor
CITY OF CAMILLACheck Date
3/10/2022Check Number
25118

Vend #	INV#	Date	Description	P.O.	Amount
87	3.10202	3/10/2022	SEWER HOOK-UP GOV		27173.98

27173.98

THIS CHECK IS PROTECTED BY A VOID PANTOGRAPH, MICROPRINT SIGNATURE LINE AND A HEAT SENSITIVE PADLOCK ICON. ADDITIONAL SECURITY FEATURES ARE LISTED ON BACK.

MITCHELL COUNTY
BOARD OF COMMISSIONERSBANK OF CAMILLA
CAMILLA, GEORGIA

025118

CHECK NO.

64-294
612

25118

DATE

AMOUNT

3/10/2022

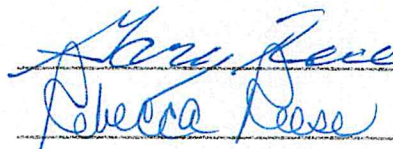
27173.98

PAY TWENTY-SEVEN THOUSAND ONE HUNDRED SEVENTY-
THREE DOLLARS & 98/100 CENTSTO THE
ORDER
OFCITY OF CAMILLA
P.O. BOX 328

CAMILLA

GA 31730

ACCOUNTS PAYABLE


MP

⑈025118⑈ ⑆061202944⑆ 03 20676 8 ⑈

Section 12 – Local Buying Preference

Because bids awarded to local vendors contribute to the City of Camilla tax base and promote the local economy, Departments are encouraged to use local vendors whenever possible. However, the City cannot pay a much higher price to do so because there is an obligation to the taxpayers to use our financial resources wisely.

A local vendor is considered to be any offeror who can provide evidence to the Finance Department that they meet all of the following criteria in response a quotation or bid:

- Having a principal business location within Mitchell County for a minimum of six (6) months prior to the issuance of a bid solicitation (a principal business location is defined as a corporation, limited liability company, partnership or sole proprietorship that maintains within Mitchell County its headquarters, a point-of-sale site where goods are sold to customers and a financial transaction is completed, or a locally-owned franchise).
- Having a valid occupational tax certificate by a Mitchell County or a jurisdiction located in Mitchell County.
- Having all obligations owed to City of Camilla shall be paid in full and not be delinquent, including rents, taxes, fees, and fines.

For all purchases over \$5,000.00, if the quality, service, price, and other factors are substantially equal, then the local vendor may be given an opportunity to match the lowest cost proposal, if the quotation or bid is within 5% of the lowest price proposal. This policy shall be so stated in all applicable solicitations. This provision does not apply to public works construction projects or road projects pursuant to the laws of the State of Georgia.

This local vendor preference shall not apply to any bid or contract that is subject to the competitive bidding requirements of the “Georgia Local Government Public Works Construction Law”, O.C.G.A. § 36-91-1 et seq., the bidding requirements for road construction contracts in Chapter 4 Title 32, of the Official Code of Georgia, or where prohibited by state or federal law.”


Adopted by Council: March 14, 2022

FUNDS NEEDED TO PRE-FUND 2022 PAVING

	<u>ESTIMATE</u>
LMIG 2021	\$ 153,000
TSPLOST 2022A	\$ 293,000
TSPLOST 2022B	<u>\$ 231,000</u>
TOTAL COST	\$ 677,000
LMIG FUNDS	\$ (78,522)
TSPLOST FUNDS	<u>\$ (214,408)</u>
BALANCE	\$ 384,070

Memo

To: Mayor and City Council

From: Steve Sykes, City Manager 

cc: Lisa Ferguson, Chief Financial Officer

Date: March 10, 2022

Re: Use of Electric Rate Stabilization Funds

BACKGROUND

As the Council considers using MEAG Competitive Trust funds for various eligible uses in the future, I am providing current data that suggests reserving certain funds to stabilize rising electric operating expenses by making scheduled transfers rather than solely making electric rate adjustments to balance the electric fund budget. Current electric consumption and cost estimates forecasted for Camilla indicate that expenses will exceed revenues for the next several years. This current year, City Council approved a transfer of \$1,200,000 from the rate stabilization funds to make up the difference. For the next eight (8) years, the City of Camilla will need to make budgetary decisions involving electric rates and the use of rate stabilization fund transfers to address the rising cost of electricity.

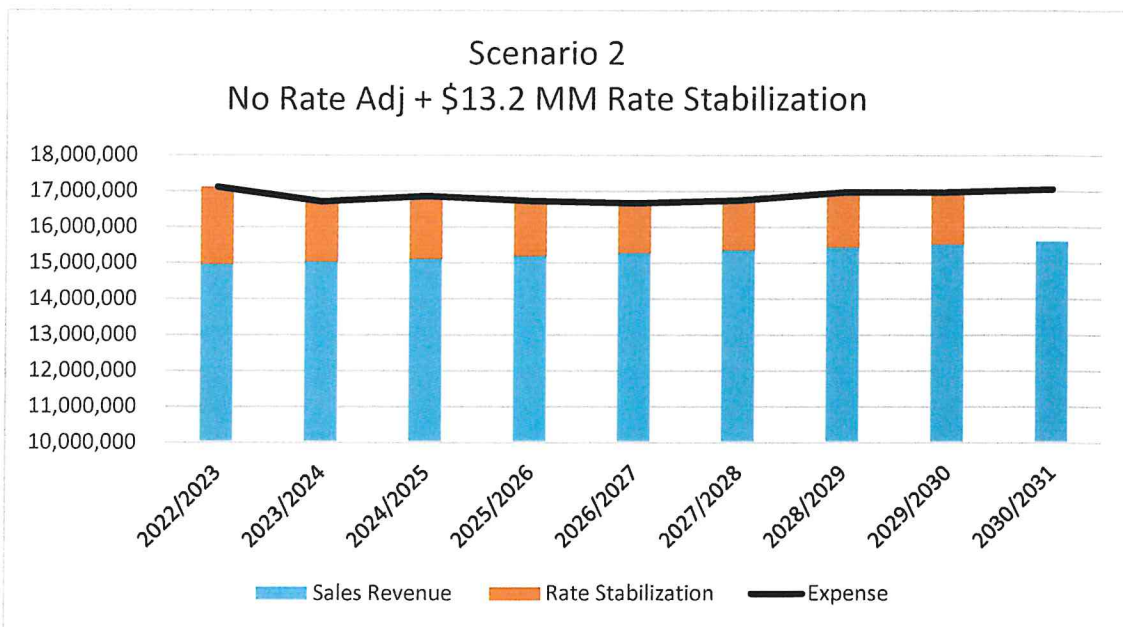
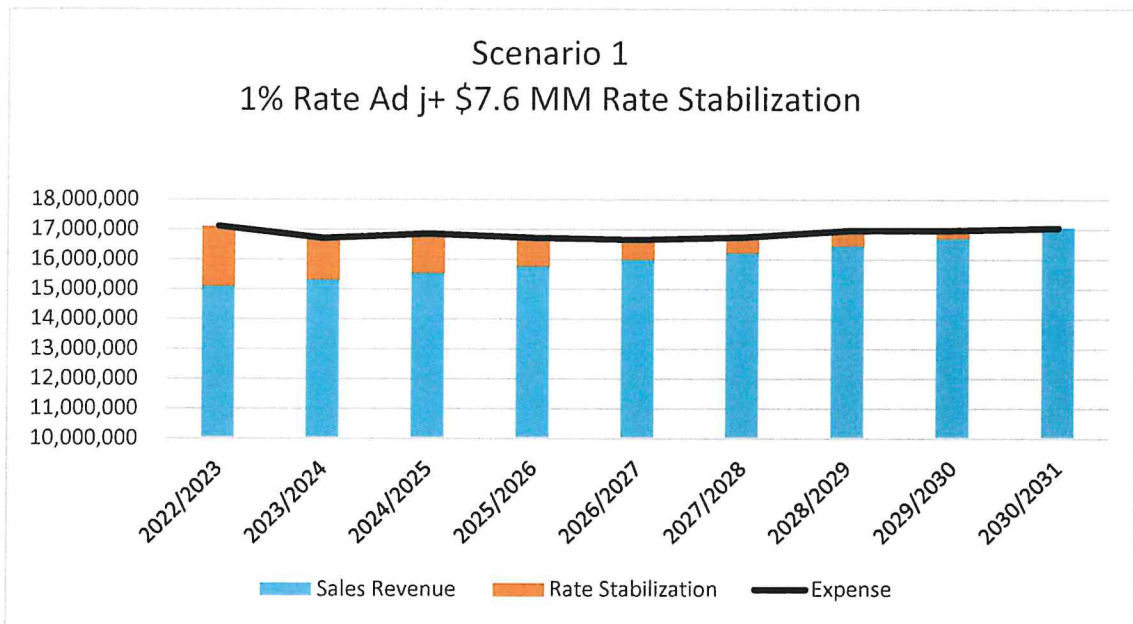
SCENARIO 1

Based on current projections, and over the next eight (8) years, a combination of rate adjustments and use of rate stabilization funds are needed to balance the electric fund budget and set rates where rate stabilization funds are not needed in future years. It is projected that an annual rate adjustment of 1% and use \$7,600,000 of the rate stabilization funds would be required to fund this scenario.

SCENARIO 2

If rate adjustments are not considered, then \$13,155,000 of rate stabilization funds would be required to fund this scenario over the same time period and the annual net loss would be \$1,400,000 after year eight (8).

Electric Fund Revenue Requirements





City Manager Monthly Report

March 14, 2022

Follow-up Info

Feedback

Information Updates

The Cemetery Space Sales Report is attached for transactions between 12/21/2021 and 3/9/2022.

Project Updates

- Splash Park building, parking lot, playground and splash pad is complete with one punch list item remaining.
- Toombs Park pavilion is completed. Playground equipment is being installed.
- Toombs Park basketball court renovation project is completed.
- Boys & Girls club building renovation project has been cancelled. I am expecting to receive a price to build a new building by Friday.
- Public Wi-Fi project is complete and available for connection.
- TSPLOST Paving & Sidewalk Project is complete except for the repair needed at the Campbell Street entrance. Council to award bid for Campbell entrance on Monday March 14, 2022.
- LMIG Paving Project is complete.
- The 2020 CDBG project is completed.
- Gateway sign plans are completed and bids are being presented for award on Monday March 14, 2022.



30 East Broad Street
Camilla, GA 31730



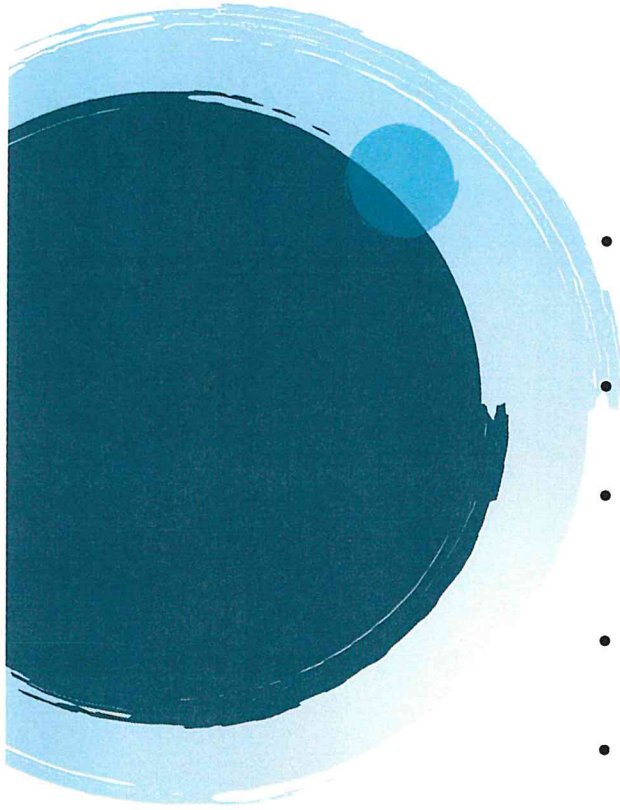
229.330.2300



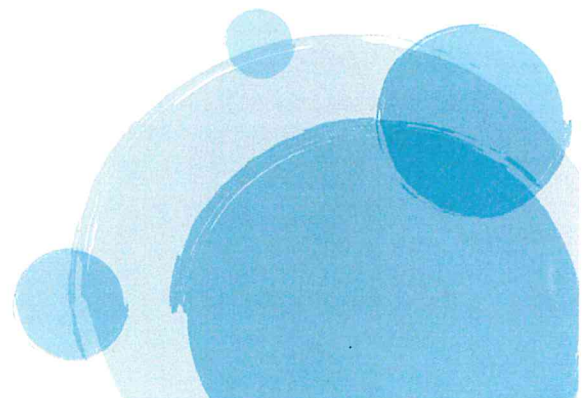
steves@cityofcamilla.com

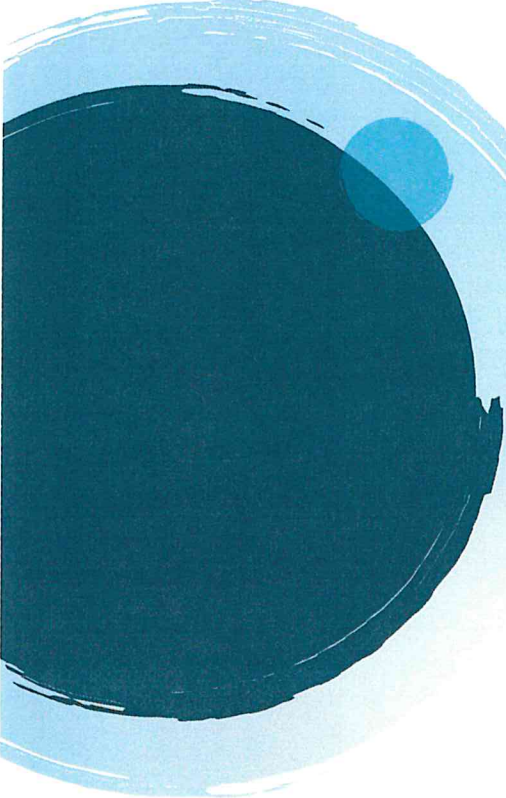


www.camillaga.net



- Demolition & Renovation of ten (10) Dilapidated Properties are well underway for this year. Two (2) properties have been renovated and two (2) properties have been demolished. Two (2) additional properties are down and awaiting final clean up.
- Camilla Police Department completed 21st Century Policing Training for all officers and a Community presentation was held in the Camilla Depot and broadcast on the City's Facebook page.
- The GEFA water project bids were received September 16, 2021. The bid was awarded by Council in November and completion was scheduled for completion by January 31, 2022 but supply chain disruptions have delayed pipe material delivery.
- The GEFA sewer projects are in the design phase and bids are being prepared for advertisement. Construction of the GEFA sewer projects are currently scheduled for January 31, 2022.
- Airport Hangar construction is complete. The lease agreement is executed and the tenant has installed leasehold improvements.
- The FAA/GDOT funded corporate hanger bid was opened September 2, 2021 and only one (1) bid was received \$61,000 over budget. Council rejected the sole bid last month. The re-bid was held on November 18, 2021. Drummond Construction is the low bidder and their completion date is set for 120 days from their Notice to Proceed. Anticipated designs are due April 15, 2022 and construction completion is anticipated September 30, 2022.
- The DCA PlanFirst application was submitted May 12, 2021. The City's initial application was not approved. Staff requested and received a review with DCA to receive feedback on ways to improve the application for resubmittal.
- Mayor Owens previously requested Downtown Development Authority to consider retaining a consultant to prepare a downtown signage plan. The DCDA is taking this request into consideration.
- The Council Chamber Renovation Project is underway and should be completed by March 31, 2022.





Covid-19 Update

City Facilities are now partially open to the public and customers are escorted to meet individually with staff. Employees are required to use safety shields when meeting with customers. When visitors are not present, employees have the option of wearing a mask in the building.

CUMMULATIVE TOTAL FOR MITCHELL COUNTY

- Total positive tests – 3101 (14.1%)
- Total hospitalization – 322 (1.5%)
- Total reported deaths – 99 (0.4%)

(% of Total Mitchell County population)

THIS WEEK

Friday March 4 – March 10, 2022

- Weekly new positive tests – 6
- Weekly new hospitalization – 2
- Weekly new reported deaths - 0

PRIOR WEEKS

Friday February 25 – March 3, 2022

- Weekly new positive tests – 10
- Weekly new hospitalization – 0
- Weekly new reported deaths - 1

Friday February 18 – February 24, 2022

- Weekly new positive tests – 16
 - Weekly new hospitalization – 3
 - Weekly new reported deaths - 2
- 

CEMETERY SPACES SOLD - REPORT - OAKVIEW CEMETERY

12/21/2021 - 03/9/2022

<i>OWNER</i>	<i>BURIAL</i>	<i>SECTION</i>	<i>SIZE</i>	<i>COST</i>
Alfredia Harris	Jerry Harris	Post Oak	5' x 10'	\$175.00
Jackie & Jacqueline Ross	Claretha Williams	Live Oak	10' X 15'	\$525.00
John Williams	Purchased In Advance	Post Oak	10' X 15'	\$525.00
Tommy Laster	Annie Lee Robinson	Laurel Oak	5' x 10'	\$175.00
Tommy Laster	Purchased In Advance	Laurel Oak	10' x 10'	\$350.00
Eritrea King	Fernandez Bernard Sanders	Red Oak	5' x 10'	\$175.00
Ann Wright Anderson	Purchased In Advance	Live Oak	5' x 10'	\$175.00
Nancy Wright	Purchased In Advance	Live Oak	5' x 10'	\$175.00
Grady & Deborah Huff	Purchased In Advance	Live Oak	10' x 10'	\$350.00
Annie Toombs & Family	Purchased In Advance	Third Addition	20' x 20'	\$1,400.00
Harnetha Dodd	Hilda G. Inman	Red Oak	5' x 10'	\$175.00
Joanne Burns	Cora Lee Odoms	Post Oak	5' x 10'	\$175.00
Tauresa Morris	Lillian Morris	Red Oak	5' x 10'	\$175.00
Zeddie Perry II	Dontarius Williams	Georgia Oak	5' x 10'	\$175.00
TOTAL SPACES SOLD (26)				\$4,725.00